

**GLENN COUNTY OFFICE OF EDUCATION
BOARD OF EDUCATION
Wednesday, November 18, 2009
Glenn County Office of Education,
311 South Villa Avenue, Willows**

MINUTES

The closed session meeting of the Glenn County Board of Education began at 5:00 p.m. at 311 South Villa Avenue, Willows. The regular session began immediately following the closed session.

**PRESENT: Judy Holzapfel, Catherine Hanes, Gail Zimmerman, Gene Massa,
Kathy Perez**

1.0 CALL TO ORDER:

Board President Judy Holzapfel called the meeting to order at 5:00 p.m.

2.0 PLEDGE OF ALLEGIANCE

Susan Domenighini led the pledge of allegiance.

3.0 APPROVAL OF AGENDA

Gene Massa made a motion to approve the agenda as presented. Catherine Hanes seconded the motion. Motion carried.

4.0 COMMENTS FROM THE AUDIENCE ON CLOSED SESSION ITEMS:

There were no comments from the audience.

ADJOURNED TO CLOSED SESSION AT 5:05 P.M.

5.0 REGULAR SESSION RECONVENED AT 5:55 P.M.:

- A. Interdistrict Attendance Appeal from Orland Unified School District to Hamilton High School was approved.
- B. Anticipated Litigation/Possible initiation of litigation – the board will seek further legal advice.

6.0 APPROVAL OF MINUTES:

Kathy Perez made a motion to approve the minutes for October 21, 2009. Gail Zimmerman seconded the motion. Motion carried.

7.0 COMMENTS FROM THE AUDIENCE ON AGENDA ITEMS ONLY:

There were no comments from the audience.

8.0 COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA:

Carolyn Denton shared information on December 1 tree lighting in Orland. December 11-15 the Avenue of Lights will be open at the Glenn County Fairgrounds.

9.0 UNFINISHED BUSINESS:

A. Board Policies – 9000's

Superintendent Barrera distributed correspondence from attorney Janna Lambert regarding parental rights for open or closed interdistrict appeal hearings. After discussion it was decided that Gene Massa and Kathy Perez will go back to committee with the attorney's recommendations. Appeals will continue to be in closed session. It will be left up to the parent/guardian with a disclaimer if open session is requested.

10.0 NEW BUSINESS:

A. Golden State Risk Management Resolution 2010 - 4

Scott Schmike asked for approval by the board of the JPA Agreement and Bylaws Resolution. GSRM has 172 members, he needs 89 approved resolutions.

Catherine Hanes made a motion to approve Resolution 2010 – 4 to approve the JPA Agreement and Bylaws Resolution. Kathy Perez seconded the motion. Motion carried.

B. Child Care Planning Council

Heather Aulabaugh made a PowerPoint presentation for the Child Care Planning Council reviewing their history and services and answering questions.

C. TPP Resolution 2010 - 3

Vicki Shadd asked the board for approval of Transition Partnership Program Resolution 2010 – 3 for \$25,000 in supplementary ARRA funds giving authority to Superintendent Barrera and Vicki to sign paperwork to spend the funds by September, 2010.

Gail Zimmerman made a motion to approve Resolution 2010 – 3. Catherine Hanes seconded the motion. Motion carried.

D. Annual Report of Decile 1-3 Schools

In accordance with the Williams Settlement Legislation (Education Code 1240) the County Superintendent must annually visit schools in Decile 1-3 to ensure that 1) there are sufficient instructional materials in Math, English Language Arts, History Social Science and Science 2) Facilities are maintained to standard and 3) teachers are appropriately assigned. Debbie Blake reported that Hamilton Elementary was the only school that fell into this category in 08-09 and that Shirley Diaz had coordinated the review and commended Hamilton for having all teachers appropriately credentialed and assigned.

E. Annual Report for Valenzuela Act

Debbie Blake presented the annual verification and review report for the Valenzuela Act. Survey was done to see which schools had post 12th grade services for students who have not passed the CAHSEE. Stony Creek Joint Unified and Princeton Joint Unified do not have a program like this.

Judy thanked Randy for the informative charts and information at the SELPA meetings. Byron Denton voiced his agreement. Superintendent Barrera added that Randy and Vicki have done good job on presenting Special Ed finances.

11.0 ADMINISTRATIVE REPORT:

Merrilee Johnson said that every other year people who manage employees need to take training on how to prevent harassment in the workplace. She has scheduled one for December in Willows and January in Orland.

Randy Jones said we are finishing up with the auditors. That report will be out December 15. He is also working on Special Ed. The 1st Interim report will be on next month's agenda. Arturo, Diane, and Randy have been meeting with all departments on their budgets.

Superintendent Barrera attempted to visit Willows schools. He attended a dinner meeting with LPC and Region II Superintendent's meeting.

12.0 BOARD MEMBER REPORT:

Kathy Perez said the Princeton's board meeting is tomorrow night. She enjoyed the opportunity to see the Willows schools.

Gene Massa was impressed with the speakers at the Young Writer's Workshop. He also attended the WHS annual FFA dinner. The ROP classes at WHS are impressive, especially Allan Junk's Printing class.

Gail Zimmerman attended the Young Writer's Workshop and the Hamilton High School board meeting. They want to redo their football field. He also visited Murdock School.

Catherine Hanes attended the FFA pancake breakfast. Fourteen students were honored for showing improvement on their STAR tests. She will not be able to attend Early Childhood Development meeting tomorrow. She also visited the Willows schools. Judy Holzapfel visited the Willows' campus and the Young Writer's Workshop. She would have liked for all schools to have been represented. She talked to the auditors and attended the SELPA meeting. She asked if the H1N1 flu is affecting Glenn County schools. Superintendent Barrera said Scott Grundel at Glenn County Health Department is the lead for the schools along with Zuheit Whitney. Susan Domenighini added that clinics are planned for Glenn County.

Superintendent Barrera asked if the board would like a presentation on Special Ed and bill back. It was decided to do this in January or February.

13.0 COMMUNICATIONS:

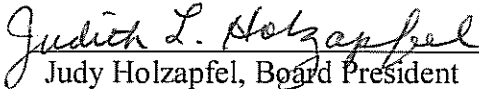
Superintendent Barrera showed the new GCOE letterhead. Gene Massa asked for the TPP Resolution 2010 – 3 to be printed on the new letterhead. Judy Holzapfel received a letter from the Consortium of Education Foundation conference if anyone is interested in attending.

14.0 NEXT MEETING: Date/Time/Location

December 16, 2009 5:30 p.m. Willows Administration

15.0 ADJOURNMENT:

The meeting was adjourned at 7:15 p.m.



Judy Holzapfel, Board President



Arturo Barrera, Superintendent

Note: Agendas, complete with backup materials, may be reviewed on the Glenn County Office of Education website at www.glenncoe.org under Glenn County Board of Education - Agendas, or in the Superintendent's Office after 8:00 a.m. on the Friday prior to the Board meeting.

This institution is an equal opportunity provider.

Resolution No. 2010 - 4

A RESOLUTION OF THE GOVERNING BOARD OF THE
Glenn County Office of Education

Glenn COUNTY, CALIFORNIA

APPROVING THE AMENDED JOINT EXERCISE OF POWERS AGREEMENT OF THE
GOLDEN STATE RISK MANAGEMENT AUTHORITY

Pursuant to Article 29 of the Joint Exercise of Powers Agreement, as previously amended, and GOOD CAUSE APPEARING THEREFOR.

IT IS RESOLVED THAT:

1. The Amended Joint Exercise of Powers Agreement of the Golden State Risk Management Authority, as highly recommended by the Governing Board of the Golden State Risk Management Authority on September 16, 2009 is hereby approved.

2. Said Amended Joint Exercise of Powers Agreement is hereby approved to take effect on July 1, 2009.

APPROVED, PASSED and ADOPTED by the Governing Board of the

Glenn County Office of Education

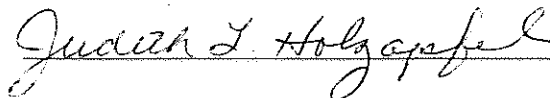
this 18th day of November 2009 by the following vote:

AYES: 5

NOES: 0

ABSTAIN: 0

ABSENT: 0



President, Governing Board of Glenn County Office of Education

Attest:



Clerk, Governing Board of Glenn County Office of Education



GLENN COUNTY
Office of Education

Arturo Barrera
Superintendent

Board of Education

Catherine Hanes
Elk Creek Area

Gail Zimmerman
Hamilton Area

Judith Holzapfel
Orland Area

Kathy Perez
Princeton Area

Eugene Massa
Willows Area

Programs

- Administrative Services
- Adult Education
- Business Services
- Child & Family Services
- Curriculum & Instruction
- Facilities
- Human Resources
- MAA

- Regional Occupational Programs
- Senior Nutrition
- Student Services
- Technology
- William Finch Charter School

Glenn County Office of Education
Willows Office
311 S. Villa Avenue
Willows, CA 95988
530-934-6575
Fax 530-934-6576

Glenn County Learning Center-North
P.O. Box 817
607 E. Tehama St.
Orland, CA 95963
530-865-1683
Fax 530-865-1688

Glenn County Learning Center-South
451 S. Villa Avenue
Willows, CA 95988
530-934-6320
Fax 530-934-6325

Glenn County Office of Education
Orland Office
P.O. Box 817
676 E. Walker Street

RESOLUTION NO. 2010 - 3

WHEREAS, the Board of Education of the Glenn County Office of Education wishes to enter into a Cooperative Program Agreement between the State of California Department of Rehabilitation and Glenn County Office of Education; for the supplement of ARRA (American Recovery and Reinvestment Act of 2009) funds to the existing TPP contract for the period July 1, 2009 until September 30, 2010. The board acknowledges the benefits and responsibilities to be shared by both parties to said.

NOW, THEREFORE be it resolved that Vicki Shadd, Assistant Superintendent of Student Services and Arturo Barrera, County Superintendent (elected) are hereby authorized to sign and execute such an agreement, amendments and change to the agreement, and to prepare and submit any and all reports required for this program.

ADOPTED by the following called vote this 18th day of November 2009 at Glenn County Office of Education, 311 South Villa Avenue, Willows, CA 95988.

AYES: Five

NOES: None

ABSENT: None


Arturo Barrera, Superintendent, elected
Glenn County Board of Education

11-19-09
Date

Valenzuela Settlement
Annual Report to Board of Education
Glenn County Office of Education
November 18, 2009

This report serves as the annual verification and review of how CAHSEE funds are used in compliance with the Valenzuela Settlement. Education Code section 1240(c)(2)(E) and 1240(c)(2)(J) adds new monitoring responsibilities for county superintendents. Statute requires the County Superintendent to annually verify that pupils, in county offices of education, school districts, and charter schools who attended participating local educational agencies (LEAs) and who have not passed one or both parts of the California High School Exit Examination (CAHSEE) by the end of grade 12 are informed of their eligibility to receive intensive instruction and services for up to two consecutive academic years after completion of grade 12 or until they pass the CAHSEE, whichever comes first. In addition, County Superintendents will verify that pupils who elect to be served in this program are provided services. Participating local educational agencies (LEAs) are defined as those agencies that receive funding under the CAHSEE Intensive Instruction and Services program.

All districts in Glenn County were surveyed who received CAHSEE Intensive Instruction funding in 2008-2009 to determine if they provide a program for post-grade 12 students consistent with the requirements of Education Code Section 37254-- CAHSEE Intensive Instruction and Services Program.

In Glenn County, four districts provided CAHSEE Intensive Instructional Services for 2008 and 2009: Glenn County Office of Education, Hamilton Unified, Orland Unified, and Willows Unified. The reports for each of the schools are on file in Educational Services, GCOE. No site visit was necessary as none of the school districts are Deciles 1-3.


A documentation review with these questions were addressed:

- How and when do you notify pupils about available services?
- What services do you provide to pupils?
- For the Classes of 200 and 2009, respectively,
 - How many pupils did not pass the CAHSEE by the end of grade 12?
 - How many of these pupils were notified that they could receive intensive instruction and services?
 - How many of these pupils elected to receive intensive instruction and services?
 - How many pupils were served?
 - How many of the pupils served subsequently passed the CAHSEE?

Documentation review states how and when pupils are notified, the types of services provided, whether the site was visited to validate services, and the data provided by the district regarding pupils in the Classes of 2008 and 2009 who did not pass the CAHSEE by the end of grade 12.

Districts in Glenn County that do not operate a program for post grade 12 students are: Stony Creek Joint Unified School District, and Princeton Joint Unified School District.

Starting with the 2009-10 year, school districts are relieved of the obligation under Education Code Section 42605, which authorizes local educational agencies to use CAHSEE funding for any educational purpose if they comply with the conditions set forth in Education Code Section 42605.


Arturo Barrera
Glenn County Office of Education
Superintendent

Williams Settlement
2008-09 Glenn County Schools Deciles 1-3 Report

November 9, 2009

In accordance with the *Williams* Settlement Legislation, California Education Code 1240 requirement, the County Superintendent of Schools must annually visit schools scoring in Deciles 1-3 on the 2006 Base Academic Performance Index and report observations to the Glenn County Board of Education. For the 2008-09 school year, Glenn County had only one school to score in Deciles 1-3: Hamilton Elementary School at Decile 3.

The purpose of the visits as specified in California Education Code Section 1240 is to:

1. Ensure that students have access to sufficient instructional materials in four core subject areas: English/Language Arts, Mathematics, History-Social Science, and Science.
2. Assess compliance with facilities maintenance to determine the condition of a facility that poses an emergency or urgent threat to the health or safety of pupils or staff: and
3. Determine if the school has provided accurate data for the annual School Accountability Report Card related to instructional materials and facilities maintenance.

The law further requires that the county superintendent to:

1. Annually monitor and review teacher assignments in 2006 Base API Deciles 1-3 Schools; and
2. Receive quarterly reports on Uniform Complaints filed with the school district concerning *Williams* issues of insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues.

CLARIFICATION OF TERMS

- "Sufficient instructional materials" means every pupil, including English learners, has a textbook in the four core areas to use in class and to take home.
- "Facilities standards" means that each school district that receives state funding for facilities is required to establish a facilities inspection program and to ensure that each of the schools is maintained in good repair.
- "Good repair" is defined as maintaining schools that are clean, safe, and functional.

SUMMARY OF VISITS/OBSERVATIONS

The Glenn County Office of Education *Williams* Coordinator, Shirley Diaz, provides overall administration for the oversight responsibilities. Human Resources, Business Services, Maintenance and Educational Services all provided personnel and expertise to fulfilling reporting requirements. The *Williams* team visited Hamilton Elementary, met with

administrators, teachers and staff to confirm materials sufficiency, facilities maintenance, and teacher assignments. Issues of non-compliance were resolved during follow-up communication with staff.

Instructional Materials:

Hamilton Elementary was able to demonstrate sufficiency of instructional materials in all four core academic subjects (Reading/Language Arts, Mathematics, History-Social Science, Science). Availability was determined by comparing enrollment numbers with actual textbooks in the classroom or by textbook purchase orders/inventories. One classroom had two less Reading/Language Arts textbooks than students registered and it was reported to office staff who will add the need to the fall curriculum order. Hamilton has adopted new mathematics textbooks and is progressing towards adopting new Reading Language Arts curriculum.

School facilities:

During the annual inspection, no emergency facility situations were observed. Hamilton did have three classrooms that required roof replacement noted in the inspection notes from the 2007-08 year. During the summer and early fall of 2008, more maintenance work was discovered than initially anticipated and work commenced to make necessary repairs. Thirteen (13) classrooms received new roofs. Additionally, new ceiling tiles and HVAC equipment was installed on seven of the 13 classrooms and the kitchen was upgraded.

The recent facility inspection showed that the condition of the school was “good” with a score of 97% with minimal issues in cleaning and repair. District maintenance staff ensured that needed repairs would be completed in a timely manner. Overall, it appeared that the Hamilton Elementary facilities were being maintained in a safe, clean, and functional condition.

Teacher Assignments:

The County Office’s ongoing credentials monitoring process has effectively incorporated the additional mandates of Williams legislation. Teacher assignment compliance reporting is made to the California Commission on Teacher Credentialing (CCTC). Upon review, Hamilton Elementary School has 19 classes that have 20% or more English Learners and there are 21 Teachers holding appropriate certification and authorization to teach English Learners. Hamilton is to be commended for having appropriately certified teachers.

Uniform Complaint Procedure:

All school districts are required to provide a Uniform Complaint quarterly report to their governing boards and GCOE regarding *Williams*- related issues. Hamilton Elementary had no complaints filed for the 2008-09 year. The required Uniform Complaint Procedure notice is posted in each classroom and in the school office.

In conclusion, the Glenn County Office of Education continues to work closely with our districts to ensure that each school is compliant with the Williams Settlement legislation


Arturo Barrera
Superintendent