

**GLENN COUNTY BOARD OF EDUCATION**  
**Wednesday, December 11, 2019**  
**311 S. Villa Avenue, Willows, CA**

**Minutes**

**Present:** Judith Holzapfel, Janice Cannon, Kathy Perez and Whick Smock (Walter Michael arrived at 6:13 P.M.)

**Absent:** None

**Others:** Tracey Quarne, staff and community members

**1.0 CALL TO ORDER:**

The meeting was called to order at 6:00 P.M.

**2.0 PLEDGE OF ALLEGIANCE:**

The pledge was led by Judith Holzapfel.

**3.0 APPROVAL OF AGENDA:**

President Holzapfel asked to amend the agenda and move item G to be first to accommodate staff attending the meeting. Whick Smock moved to approve the amended agenda, Kathy Perez seconded.

**The agenda was approved as amended by a show of hands and ayes by board members Holzapfel, Cannon, Perez and Smock.**

**4.0 APPROVAL OF MINUTES:**

Approval of Regular Meeting Minutes of Nov. 20, 2019 – **Action Item**

Janice Cannon pointed out the word “board” needed to be capitalized when appropriate. Whick Smock moved to approve the minutes with the correction, Kathy Perez seconded.

**The minutes were approved as corrected by a show of hands and ayes by board members Holzapfel, Cannon, Perez and Smock.**

**5.0 COMMENTS FROM THE AUDIENCE ON AGENDA ITEMS ONLY:**

There were no comments from the audience.

**6.0 COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA:**

There were no comments from the audience.

**7.0 NEW BUSINESS:**

**A. Success One! Annual Report – Lisa Morgan – Information Only**

The annual Success One! report was included in the board packet. The following staff were present; Frank Serbeniuk, teacher, Rebecca Walker, teacher, Yuceli Mondragon, Data Analyst and former student, Lourdes Ruiz, Executive Secretary and Nelida Chavez, Learning Center South receptionist. Kathy Perez questioned the total student enrollment numbers between the 18/19 and 19/20 school year. Lisa Morgan explained the number for 18/19 were for an entire school year, and the numbers for 19/20 reflected half a school year. Mrs. Morgan explained the number will increase as the school year progresses.

**B. Annual Organizational Meeting – Superintendent Quarne – Action Item**

*Election of Board President and Vice President. Any Board member is eligible, including past officers, to be elected to either of these positions.*

Superintendent Quarne called for nominations for GCBE President. Whick Smock moved to nominate Judith Holzapfel for GCBE President. No other nominations were made, Walter Michael seconded the nomination.

**Judith Holzapfel was elected GCBE Board President by a show of hands and ayes by board members Cannon, Perez, Smock and Michael.**

President Holzapfel called for nominations for GCBE Vice President. Janice Cannon moved to nominate Whick Smock. No other nominations were made, Kathy Perez seconded.

**Whick Smock was elected as GCBE Vice President by a show of hands and ayes by board members Holzapfel, Cannon, Perez and Michael.**

**C. Setting the Calendar – Board President – Action Item**

*Set the calendar of regular meetings through December 2020.*

The board discussed having the GCBE Board meetings alternate between Orland and Willows. After a short discussion, President Holzapfel moved to set the meetings on the third Wednesday of each month at six o'clock, alternating the odd months in Willows and the even months in Orland. Janice Cannon seconded.

**The GCBE calendar was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Smock and Michael.**

**D. Appointments of Liaisons – Board President – Action Item**

After a short discussion the liaisons were selected as follows:

Child and Family Policy Council – **Whick Smock**

Wm. Finch Advisory Board – **Whick Smock**

Walden Academy – **Kathy Perez**

Success One! and GAP- **Walter Michael**

SELPA – **Judith Holzapfel**

Policy Committee – **Janice Cannon and Judith Holzapfel**

Senior Nutrition – **Janice Cannon**

Facilities Development – **Walter Michael**

The Facilities Director will continue to report monthly on the ongoing projects.

Superintendent Quarne will reach out to the school district superintendents to present updates for their district to the GCBE on a rotating schedule.

**E. Board Vision/Mission Plan – Judith Holzapfel – Information Only**

The board reviewed their vision and mission statement. Changes will be made on how to promote success for the year. Under the second bullet, number 2, the board will monitor the high school graduation number with a report from the director of Alternative Education. The director will report the graduation numbers for Wm. Finch and Success

One! at the end of the school year. Under number 7, Superintendent Quarne will engage a conversation with the district superintendents. Under the second bullet, a number eight will be added as follows, “The board will monitor truancy and absenteeism issues through SARB”. The SARB officer will present to the board annually. A sixth bullet is added stating the following, “the board will be continually abreast of new school laws and/or regulations”.

The corrected vision and mission statement will be agendaized for action at the next GCBE meeting.

#### **F. Charter Reports**

##### *Walden Academy*

The requested financial report from Walden Academy showed a \$1.1 million fund balance. The board commended Mrs. Teffs and Walden Academy for being financially sound. Mrs. Teffs reported the Open Enrollment for Kindergarten and Transitional Kindergarten begins January 7; the Open House is scheduled for January 15, 2020.

##### *Wm. Finch Charter School*

Lisa Morgan reported the current student enrollment is 110 and will be 113 before Christmas break. Mrs. Morgan mentioned she’s looking to hire a new teacher due to the current student numbers. She explained a Wm. Finch teacher should have a 25-1 student ratio. She also explained the teachers teach several onsite classes along with teaching various grades to their own independent study students.

#### **G. AB 2291 Anti-Bullying Plan/Curriculum – Lisa Morgan – Action Item**

*The board will consider adopting the “Teaching Tolerance Curriculum for Wm. Finch and Success One! Charter School*

Lisa Morgan presented the Anti-Bullying Plan/Curriculum for Wm. Finch and Success One! Charter schools. Mrs. Morgan mentioned the school is required by AB 2291 to have an approved curriculum, but is not required to teach the curriculum. The students will have the option to take the class as an elective. Mrs. Morgan explained the proposed curriculum is the one that best fits an independent study school. Whick Smock moved to approve the Anti-Bullying Plan/Curriculum for Wm. Finch and Success One! to satisfy AB 2291, Kathy Perez seconded.

**The Anti-Bullying Plan/Curriculum was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Smock and Michael.**

#### **H. Facilities Update: - Shane Anderson – Information Only**

- **Signs**  
As Shane Anderson was sick, Superintendent Quarne presented the signs report. He reported the Rusty Wagon will be getting a new sign, and the monument sign for Success One! will be coming soon.
- **Rusty Wagon painting**  
The painting of the Rusty Wagon is almost complete. The front of the building is done and looks great. The side will be done soon, weather permitting.
- **Back-Up Generators**  
No new information at this point.

## **I. First Interim Report – Randy Jones – Action Item**

Randy Jones presented the First Interim Report. President Holzapfel questioned the capital outlay numbers to which Mr. Jones explained the changes were the money authorized by the board for the backup generators. Mr. Jones explained the office will meet the reserves for the next three years as required by the state. He explained there were no major changes except for the books and supplies money that was carried over from the prior year. The budget is estimated to end with \$5.9 million in reserve. Whick Smock moved to approve the First Interim Report as presented, Janice Cannon seconded.

**The First Interim Report was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Smock and Michael.**

## **J. Policy Committee Report: - Janice Cannon – Action Item**

Janice Cannon explained the committee met and worked on several policies. The policies will come before the GCBE Board for approval at the next meeting.

## **8.0 ADMINISTRATIVE REPORT:**

*The Superintendent will report on his activities.*

Superintendent Quarne reported on the following:

- He attended the CSBAAEC conference in San Diego along with four board members;
- He attended the Emergency Medical Care Council Meeting;
- Superintendent Quarne will be presenting his goals at the next GCBE meeting;
- Shane Anderson attended the Emergency Planning and Response Discussion in Redding;
- Superintendent Quarne met with Hamilton Superintendent Jeremy Powell; Superintendent Powell agreed to lend the van for the Pipeline College trip;
- Superintendent Quarne announced a student from WHS who participated in the Pipeline 2 Success college trip received a \$44,000 educational grant; and,
- Superintendent Quarne spoke with Amy Travis, EOC Director regarding the emergency generator. The generator is too large, the parking lot needs to be reconfigured.

## **9.0 BOARD MEMBER REPORT:**

*Report on County Office of Education related activities by Board Members.*

Janice Cannon handed out information she had received at the CSBAAEC conference titled, “What’s Coming Down the Pipe? Lead, Legionella and Emerging Water Quality Liabilities. She also mentioned current activities at the Elk Creek schools.

Water Michael attended the CSBAAEC Conference in San Diego.

Whick Smock attended the CSBAAEC Conference in San Diego.

Judith Holzapfel attended the CSBAAEC Conference in San Diego and the Policy meeting.

## **10.0 COMMUNICATIONS:**

No other communications were presented.

**CLOSED SESSION:**

President Holzapfel recessed the regular meeting into closed session at 8:19 P.M.

**11.0 COMMENTS FROM THE AUDIENCE ON AGENDA ITEMS ONLY:**

There were no comments from the audience.

**12.0 POTENTIAL LITIGATION – DISCUSSION ONLY - Tracey Quarne**

*Pursuant to Government Code §54956.9 (b) conference with Legal Counsel Anticipated Litigation (one case)*

**OPEN SESSION**

President Holzapfel re-opened the regular meeting at 8:39 P.M.

**13.0 REPORTING OUT FROM CLOSED SESSION**

*The board will report out on the discussion of Agenda Item 12.0*

President Holzapfel reported the board was updated by the Superintendent.

**14.0 NEXT MEETING:                      **Date/Time/Location****

**January 15, 2020, at 6:00 PM – 311 S. Villa Avenue, Willows.**

**15.0 ADJOURNMENT:**

The meeting was adjourned at 8:40 P.M.

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Judith Holzapfel, Board President

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Tracey Quarne, Superintendent

Note: Agendas may be reviewed at the Glenn County Office of Education website at [www.glenncoe.org](http://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.

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