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GLENN COUNTY BOARD OF EDUCATION
Wednesday, December 20, 2017
311 S. Villa Avenue, Willows, CA

Minutes

PRESENT: Judith Holzapfel, Kathy Perez, Janice Cannon, Whick Smock, and Adele Foley

ABSENT:

OTHERS: Superintendent 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 Roberto Herniman.

3.0 APPROVAL OF AGENDA

Approval of Agenda as presented. **Action Item**

Superintendent Quarne requested items L and M be bumped up to G and H so the guest presenters could go home early.

Kathy Perez moved to approve the agenda changes. Whick Smock seconded.

The agenda changes were approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Foley, and Smock.

4.0 APPROVAL OF MINUTES:

Approval of Minutes of November 15, 2017 – **Action Item**

Janice Cannon moved to approve the Minutes of the November 15, 2017 meeting with the following changes: 1. Item B - the word “release” change to “released”, 2. the word “showed” changed to “shown” and 3. delete “Success One! Offers for the students to promote learning” and insert “which promotes learning at Success One!.”

Kathy Perez seconded.

The minutes of November 15, 2018 were approved as corrected by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Foley, and Smock.

Approval of Special Meeting Minutes of November 28, 2017 – **Action Item**

Kathy Perez moved to approve the Special Meeting Minutes of November 28, 2017, as presented, Whick Smock seconded.

The Special Meeting Minutes of November 28, 2017 were approved as presented by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Foley 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. Annual Organizational Meeting – Superintendent Quarne – Action Item

Superintendent Quarne took over the meeting and opened nominations for President. Whick Smock nominated Judith Holzapfel for president. There were no other nominees. The vote was unanimous for Judith Holzapfel to become president. President Holzapfel took over the meeting and opened the nominations for Vice President. President Holzapfel nominated Whick Smock for Vice President. There were no other nominees. The vote was unanimous for Whick Smock to be Vice President.

Judith Holzapfel was nominated and voted President of the GCBE by unanimous vote. Whick Smock was nominated and voted Vice President of the GCBE by unanimous vote.

B. Setting the Calendar – Board President – Action Item

After reviewing the calendar included in their packet which set the GCBE meeting for every third Wednesday of the month at 6:00 P.M., Board Member Perez asked if it would be possible to change the January meeting to a different date as she would not be available on January 17. After a short discussion the date was changed to January 25, 2018 at 6:00 P.M. The calendar also reflected the change to the May and November meetings to the second Wednesday of the month. Janice Cannon moved to approve the calendar for the GCBE meetings for the third Wednesday of every month starting at 6:00 P.M. except for January which will take place on January 25, 2018,. Kathy Perez seconded.

The 2018 GCBE calendar was approved as corrected by a show of hands and eyes by Board members Holzapfel, Cannon, Perez, Foley, and Smock.

C. Appointments of Liaisons – Board President – Action Item

The Liaisons are as follows:

CaFS	Whick Smock
Policy Committee	Janice Cannon and Judith Holzapfel
SELPA	Judith Holzapfel
Success One!	Adele Foley
Walden Academy	Kathy Perez
Wm. Finch	Kathy Perez

Whick Smock moved to accept the liaison appointment as listed above, Janice Cannon seconded.

The Appointment of Liaisons was approved by a show of hands and eyes by board members Holzapfel, Cannon, Perez, Foley and Smock.

D. Boards Vision/Mission Plan – Judith Holzapfel – Information Only

The Board reviewed the 2017 vision and mission and made some changes. President Holzapfel asked to have the current Vision and Mission plan with the suggested changes be brought back to the board in January. President Holzapfel asked Principals Morgan and Dunn to bring the percentages of seniors in each school that have graduated.

E. Charter School Reports – Information Only

1. *Wm. Finch*

Principal Morgan invited the board to take the stakeholders survey either on paper or online. She explained the survey is part of LCFF requirements.

Principal Morgan reported the school currently has 76 registered students with a 95% attendance; they currently have seven seniors and ten juniors. Mrs. Morgan reported the spring semester will start on January 2, 2018. She also reported the 8th grade students will receive a 3-week refresher class from the Tobacco Use Prevention Education. The 8th grade Career Day will be at the Glenn County Fairgrounds on January 11.

2. *Success One!*

Principal Jhan Dunn reported Thursday and Friday will be the last loads of supplies going to the Orland site. The program just purchased four exam beds and one hospital bed. There's already a list of students wanting to take the recording class and the Audio 1 and Audio 2, Jhan is worried there might be too many students interesting in the classes. Principal Dunn handed out the school climate survey which is also an LCFF requirement. Board member Foley commented on the very well done postcard that had been sent out in the mail.

3. *Walden Academy*

The report form Walden had been included in the board packet along with the audit report for the school. President Holzapfel pointed out the schools Songfest would take place on Thursday at 8:15 A.M. in the Parish Hall; she invited the board to attend. Superintendent Quarne mentioned he had looked over the report and it looked very solid, the students are doing well and the school is financially sound.

F. Wm. Finch Book Adoption – Lisa Morgan – Action Item

The Board will review new texts for Wm. Finch Charter School.

Lisa Morgan reminded the board about The Rusty Wagon and the great stuff they have for sell. Principal Morgan announced the books had been on displayed at the Willows Administration Office for a month for the public viewing. She reminded the board the materials were not core subject books, but supplemental materials. Adele Foley moved to approve the adoption of the Wm. Finch books, Whick Smock seconded.

The Wm. Finch Book Adoption was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Foley and Smock.

G. Walden Academy Independent Auditor's Report – Mrs. Teffs – Information Only

This item was reported on during the Walden report on item E – 3.

H. Non-Financial Cooperative Agreement for Building 1 to be used as an emergency Operations center– Tracey Quarne – Action Item

Superintendent Quarne introduced Amy Travis, EOC Co Chair. Superintendent Quarne informed the board regarding the Sheriffs office wanting to use the HHSa building as an Operation of Emergency Center and attached a generator to the building. Ms. Travis explained the agreement would release GCOE/ GCBE from any financial responsibility. Ms. Travis also asked the board to remove the last bullet on the HHSa list of responsibilities. The Sheriffs office would be solely responsible for any restorations of the building. Ms. Travis handed out an updated MOU with the corrections. President Holzapfel expressed her concern about the noise the generator makes and the fact that behind the buildings is a residential area. Board members Smock and Perez mentioned the noise level is not too bad. President Holzapfel was also concern with the number of people in the building. Ms. Travis explained the number of personnel would vary depending on the emergency and all personnel would be County of Glenn. Board member Foley was not comfortable with GCBE being left out of the decision for five months to

classify the building as an OES. Ms. Travis explained the group looked and considered many buildings, and only a month ago was building one selected. At this point the placement of the generator has not been selected. Whick Smock moved to approve the Non-Financial Cooperative Agreement for Building 1 to be used as an Emergency Operation Center, Janice Cannon seconded.

The Non-Financial Cooperative Agreement for Building 1 was approved by a show of hands and ayes by board members Cannon, Smock and Perez. President Holzapfel and board member Foley voted no.

I. Science Update – Darren Massa – Information Only

Darren Massa showed a video on the new science standards. Mr. Massa spoke about the NGSS (next generation science standards). He also spoke regarding some changes to the STEM Showcase, not it's open to K-12 and has several categories for project entry, flexibility for teachers and students, and a new high energy night.

Mr. Massa spoke about the local progress, including:

- Science in LCAP
- Met with school Principals
- Attended staff meeting with teachers and principals
- CK science team established a 3-year NGSS phase in plan
- Met with WIS teachers
- Lake school identified a lead science teacher
- He is working with regional and state leads
- STEM Showcase, every student is welcomed to bring a project

Board member Foley expressed her thoughts that STEM has not been a focus with Glenn County schools. Board member Smock mentioned the guidance counselors need to be educated about the science job opportunities. Mr. Massa invited the board to attend the STEM Showcase March 27, 2018 at Flaherty Hall.

J. First Interim Report – Randy Jones – Action Item

Randy Jones handed out some additional information to the board on the cash projection. He showed the board in July there was 6.2 million, in November it was 6.4 million, and in December it was down to 2.9 million due to the new building being paid off. Mr. Jones is projecting ending at 4.8 million in June. Mr. Jones explained the multi year projected increase to the fund balance due to the rent and local revenue. He also explained the Prop 39 money might increase due to ADA increase which would bring the GCOE contribution down. Mr. Jones was asked to bring back a more detailed report on the contribution line items. The board also received the Audit report. The board will look over the report and bring back any questions for discussion next month.

Janice moved to approve the First Interim Report as presented, Whick Smock seconded.

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

K. Solar Update – Randy Jones – Information Only

The permit from the City of Willows is ready to be picked up. Westhaven invoiced GCOE for the solar project which has not been started; the invoice will not be paid until all the permits go through DSA approval. GCOE has about \$37,000 more money coming due to higher ADA.

L. Sign Update – Tracey Quarne – Information Only

Superintendent Quarne updated the board on the sign at the Orland Administration Building. He reported the bigger battery did not work. Superintendent Quarne mentioned the City of Orland needs to get to the sewer pump and would like to move the bushes to have easier access to the drain. Superintendent Quarne would like to run conduit for the sign while the work is being done by the city.

M. Notification of Superintendent Salary Schedule to Glenn County Elections Office – Tracey Quarne – Action Item

The Superintendent Salary schedule has not included any increases since 2008/2009. Should the Board make the Superintendents salary schedule commensurate with other administrative salary schedules, the Superintendents salary schedule would change as follows representing an 8.68% increase over the past nine (9) years:

STEPS	CURRENT SUPERINTENDENT SALARY SCHEDULE 230 DAYS	WITH COLA GIVEN TO STAFF
1	\$489.56	\$532.08
2	\$513.03	\$557.56
3	\$535.40	\$581.87
4	\$560.40	\$609.04
5	\$587.26	\$638.23
6	\$614.26	\$668.19

Superintendent Quarne explained the item was brought up due to the 2018 election. He, explained the action taken would not affect the current Superintendent salary. The proposed schedule is needed by the elections department to base the filing fee for any person running for the office. President Holzapfel and board member Perez would like the schedule to stay the same. President Holzapfel reiterated she did not like the salary schedule because it made it look like the step increases are automatic. President Holzapfel would like to do without the current and proposed schedule. Whick Smock moved to report to the elections department the beginning Superintendent salary as \$489.56 per day with 230 work days, plus any statutory benefits and health insurance and do away with the current salary schedule. Janice Cannon seconded.

The board approved a beginning salary for a new incoming Superintendent by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Foley and Smock with the following stipulations, \$489.56 per day with all statutory benefits plus health insurance with 230 working days per year and do away with the current salary schedule.

N. Policy Committee Report – Janice Cannon

No meeting took place in December. The Policy Committee is looking into joining Gamut on Line. Membership fee information will be brought to the next policy meeting.

O. Name for New Complex – Judy Holzapfel – Action Item

Superintendent Quarne informed the board he had spoken with the programs moving into the building and the consensus for a name of the facility was Glenn Commons. Other suggested names were, Connections, and Success Square. Board member Foley wanted the board to take action on a name at the current meeting. Whick Smock moved to table the item to the January meeting and asked every board member to bring back three name suggestions and five from superintendent. Janice Cannon seconded.

The name of the New Complex was tabled to the January meeting by a show of hands and ayes from board members Holzapfel, Cannon Perez and Smock. Board member Foley voted no.

P. CSBA Nominations – Judy Holzapfel – Action Item

No action was taken on this item.

8.0 ADMINISTRATIVE REPORT: The Superintendent will report on his activities.

- Superintendent Quarne reported all the lighting at LCS and Willows Administration building was getting retrofitted with LED lighting including the parking lot. There is no upfront cost to GCOE; the money is paid back through the savings GCOE will receive due to the LED lights.
- Superintendent Quarne also reported Success One! and GAP is 95% moved in to the new facilities. Building 5 is getting the sound and vision system in and connected to internet.
- He reported that during the Region 2 Superintendents meeting held at the new facility, Rich DuVarne, Superintendent from Tehama County reported he would be billing the counties for the education of the students in juvenile hall housed in his county. Tehama County is a “Hold Harmless” county and therefore does not receive any additional funds to educate the students. The Board of Supervisors have two years to repopulate the hall without any changes to the current building, if it goes past the two years all the new building codes would have to be met.
- Superintendent Quarne also informed the board regarding the Pipeline to Success students presenting at the SSDA annual conference in Sacramento.

9.0 BOARD MEMBER REPORT: Report on any County Office of Education related activities by Board Members.

Whick Smock reported he had attended the CaFS Policy meeting.

Janice Cannon attended the Christmas concert by the Glenn Chorale.

Adele Foley reported she had signed a Success One! diploma, attended the WHS concert and mentioned there were over 100 musicians.

Judy Holzapfel attended the SELPA meeting, signed the loan papers, and attended the WHS winter concert.

10.0 COMMUNICATIONS:

There were no other communications.

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

January 25, 2018 at 6:00 P.M. – 311 S. Villa Avenue, Willows.

12.0 ADJOURNMENT:

The meeting was adjourned at 8:53 P.M.

Judith Holzapfel, Board President

Tracey Quarne, Superintendent

Note: Agendas may be reviewed at 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.

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