GLENN COUNTY BOARD OF EDUCATION  
Tuesday, December 15, 2020

Minutes
A meeting of the Glenn County Board of Education began at 6:00 P.M., on Tuesday, December 15, 2020 as follows:
131 E. Walker Street, Orland

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the “Coronavirus”). The Governor issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

The Public’s health and well-being are the top priority for the Glenn County Board of Education and the Glenn County Office of Education; you are urged to take all appropriate health and safety precautions. To facilitate this process, the meeting of the Board will be available by:

**Telephone:**
- Call In Number: 669 900-6833
- id Number: 962 320 009

**Computer:**

Note: The meeting is being held in person and by telephonic means and will be made accessible to members of the public seeking to attend and to address the Board through the link set forth above or in person, except that members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least twenty-four (24) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

Tracey Quarne, Secretary
Glenn County Board of Education
311 South Villa Avenue
Willows, CA

[traceyquarne@glenncoe.org](mailto:traceyquarne@glenncoe.org)

530 517-1817

1.0 **CALL TO ORDER:**

The meeting was called to order at 6:00 P.M.
2.0 **REGULAR BOARD MEETING:**

Members of the public may be heard on any business item on the Board’s Agenda. A person addressing the Board will be limited to five (5) minutes unless the Chairperson of the Board grants a longer period of time. While not required, we would appreciate it if you would identify yourself with your name and address when addressing the Board. If visitors have a complaint about a specific employee of the County, they will be advised to fill out a complaint form in accordance with Board Policy.

3.0 **PLEDGE OF ALLEGIANCE:**

The pledge was led by Judith Holzapfel.

4.0 **Roll Call:**

X Judith Holzapfel
X Janice Cannon
X Kathy Perez
X Walter Michael
X Chris Redes

5.0 **APPROVAL OF AGENDA:**

President Holzapfel asked to have agenda Item O be heard before Item M. Janice Cannon pointed out the word “returning” was misspelled in Item 9.0.

President Holzapfel moved to approve the agenda as corrected, Janice Cannon seconded.

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

6.0 **APPROVAL OF MINUTES:**

Approval of Regular Meeting Minutes of November 18, 2020 – **Action Item**

Kathy Perez moved to approve the regular meeting minutes of November 18, 2020 as presented, Chris Redes seconded.

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

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:**

There were no comments from the audience.

9.0 **NEW BUSINESS:**

A. **Swearing in of Returning Board Members: Superintendent Quarne – Action Item**

Superintendent Quarne administered the Oath of Office to Judith Holzapfel.

Superintendent Quarne administered the Oath of Office to Walter Michael.
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 opened the floor for nominations for President of the Glenn County Board of Education.

Janice Cannon nominated Judith Holzapfel to continue as the GCBE Board President, Chris Redes seconded the nomination.

Superintendent Quarne closed the nominations.

The vote was taken, passing unanimously.

President Holzapfel opened the floor for nominations for Vice President.

Janice Cannon nominated Walter Michael to the position of GCBE Vice President, Kathy Perez seconded.

President Holzapfel closed the nominations.

The vote was taken, passing unanimously.

C. Setting the Calendar: Board President – Action Item

Set the calendar of the regular scheduled meetings through December 2021

President Holzapfel informed the board the Glenn County Fair would be during the week of May 17, 2021. She asked the board to consider moving the GCBE meeting to the second week in May. The board also discussed continuing alternating the meetings between Orland and Willows and changing from Wednesday to Tuesday of every month.

Kathy Perez moved to set the GCBE meeting on the third Tuesday of every month alternating the odd months in Willows and the even months in Orland except for the meeting in May which will be on the second Tuesday in May. The meetings will continue to start at 6:00 P.M., Walter Michael seconded.

The GCBE monthly meeting schedule was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes.

D. Appointments of Liaisons: Board President – Action Item

President Holzapfel asked the board members for their input on the appointment of liaisons.

Appointment of liaison are as follows:

Child and Family Policy Council – Chris Redes
Wm. Finch Advisory Board – Walter Michael
Walden Academy – Kathy Perez
Success One! and GAP – Walter Michael
SELPA – Judith Holzapfel
Policy Committee – Judith Holzapfel and Janice Cannon
Senior Nutrition – Chris Redes
Facilities Development – Walter Michael and Janice Cannon
President Holzapfel moved to approve the GCBE liaisons as listed above, Chris Redes seconded.

The GCBE liaisons were approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes.

E. **Board Vision and Mission Plan: Board President – Information Only**

The board reviewed the current vision and mission plan and decided to continue the same plan with the correction on the year change of 2021 and the rewording the last bullet to read as follows: The board will be kept informed of new school laws/regulation.

The Board Vision and Mission Plan will be presented for approval at the January meeting.

F. **Bus Replacement – Grant Notification: Quarne/Whitney – Action Item**

Transportation Director Cathy Whitney was recently made aware of a grant opportunity through the Glenn County Air Resources Board. Through a herculean effort, she was able to complete the grant application. Her efforts were successful – GCOE will be awarded $120,000 towards the purchase of a bus.

Enclosed is a brief description of the current and projected expenses to continue operation of bus 5. Bus 5 is 16 years old and has traveled nearly 300,000 miles.

The projected cost of a replacement bus is $170,000 +/-. The GCOE would absorb the difference between the grant amount and the projected purchase price.

The Superintendent requests approval of $50,000 (+/-) to go towards the purchase of a replacement for bus 5.

Superintendent Quarne shared information regarding bus 5 having over 283,000 miles and needing to have the engine replaced soon. Randy Jones and Cathy Whiney found a $120,000 grant through the Glenn County Air Resources Board. Superintendent Quarne recommended the board approve the purchase of the bus and the $55,000 it would cost GCOE to order the new bus. Walter Michael moved to approve the purchase of the bus with a cost to GCOE of $50,000 give or take. Chris Redes seconded.

The GCBE approved the purchase of a bus by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes.

G. **Charter Reports: – Information Only**

**Wm. Finch**
Lisa Morgan reported Wm. Finch will not be holding onsite classes for the rest of the year. Mrs. Morgan also reported the school is serving 212 students with 54 students on a waiting list. Many of the new students have special needs and the teachers and the school cannot take any more students.

**Walden Academy**
No report was received.

**Success One!**
See below.

H. **Success One! Annual Report: – Lisa Morgan – Information Only**
Lisa Morgan reported the following:
- The school is serving less students than in the past. Many parents are staying home teaching their own kids;
- Mrs. Morgan reported the WASC review is over and went very well. The school received a six-year accreditation;
- A teacher was promoted to lead teacher;
- The lead teacher is working on a student retention program, and has completed a monthly planner for students;
- The school had approximately 150 cars go through the drive through Halloween parade, and,
- The Coffee chat at both sites is continuing.

I. **Wm. Finch Budget Overview for Parents:** – Lisa Morgan – Action Item

Lisa Morgan explained the budget overview for parents is for the supplemental funds the school received and how they were used.

Walter Michael moved to approve the Wm. Finch Budget Overview for Parents as presented, Janice Cannon seconded.

**The Wm. Finch Budget Overview for Parents was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes.**

J. **Success One! Budget Overview for Parents:** – Lisa Morgan – Action Item

Lisa Morgan explained the budget overview for parents is for the supplemental funds the school received and how they were used.

Walter Michael moved to approve the Success One! Overview for Parents as presented, Chris Redes seconded.

**The Success One! budget Overview for Parents was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes.**

K. **GCOE Budget Overview for Parents:** Randy Jones – Action Item

Randy Jones explained GCOE does not have a school or students. The supplemental funds addresses priorities 9 and 10 on the GCOE LCAP for foster youth. Janice Cannon moved to approve the GCOE Budget Overview for Parents, Kathy Perez seconded.

**The GCOE Budget Overview for Parents was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes.**

L. **Facilities Update:** – Shane Anderson – Information Only

- **Signs**
  Shane Anderson reported he is acquiring an Administrative Use Permit from the City of Orland due to the size of the sign.

- **Back-Up Generators**
  The backup generators are currently on a boat coming from Brazil. The installation is schedule sometime in mid-February.
• **Facilities**
  The contracts have been signed for the Digital Arts Studio and the Little Bridges Preschool. More information to come during the February meeting.

**M. Superintendent Authority – Deferrals: Tracey Quarne – Information Only**

This agenda item was moved to be discussed before the First Interim Report.

As a result of the projected economic downturn resulting from the COVID-19 pandemic, the State predicts a deferral of funds due to school districts. The anticipated date for this to occur is a payment due to the schools during the 2020-2021 fiscal year will be deferred from fiscal year 2020-2021 to July 1 of 2021. While this action will provide relief to the state, schools districts will need to meet payroll and other expenses that require payment prior to July 1, 2021.

In anticipation of this action, and a resulting potential cash flow issue, school districts in Glenn County have contacted the Glenn County Office of Education (GCOE) inquiring as to the possibility of GCOE delaying SELPA (Special Education) payments the district may owe GCOE to cover the cash flow shortfall the district may experience due to the state deferral.

This inquiry raises the question: Does the Superintendent have the authority to grant a deferral, from the current to the following fiscal year, of money owed based on special education services rendered to the constituent district under the auspices of the Glenn County Special Education Local Plan Area (SELPA)?

To address this question, the Superintendent has secured an opinion from Attorney Paul Gant of the Kingsley-Bogard law firm.

Superintendent Quarne explained the state has indicated there will be deferrals to schools this year. The deferrals are being used by the state to balance the state budget. The Superintendent further explained the opinion from attorney Paul Gant form Kingsley Bogard, LLP gave him the authority to grant deferrals to school districts. These deferrals would not be considered a loan as GCOE is not cutting a check or transferring money into the districts accounts. President Holzapfel mentioned GCOE already defers money for SELPA, as the true up money at the end of the year is not paid until the next year. President Holzapfel believes there should be a bill for “loaning” the money to the SELPA or any district that might need the deferral. Superintendent Quarne explained some of the districts might need to get a TRAN and maybe GCOE might look into loaning the money to the districts and charge them a lower percent interest rate. Randy Jones explained the state allows for the deferrals for the bill back due to the March date to lay off employees. Mr. Jones explained the P2 ADA numbers are not known until April 15, which is too late for staff layoffs. Superintendent Quarne explained the school districts will be getting the money sometime in July and the money comes through GCOE, and this has been the practice of GCOE since 1974. Kathy Perez reminded the group that we are all in it together, the districts, the board and the kids. If GCOE can help, we need to help. Randy Jones mentioned the deferrals can be setup through an MOU so GCOE can get the money back when it comes from the state. President Holzapfel would like to have MOU’s with the districts for the deferrals.

**N. First Interim Report: Randy Jones – Action Item**

Randy Jones presented the First Interim Report and asked the board for their approval. Mr. Jones reviewed the budget and answered any questions the board had. President Holzapfel asked where in the report would any intra-fund transfers be reported. Mr. Jones responded that any transfers would be in the school year services fund transfers in and out on tab one of the report. Kathy Perez moved to approve the First Interim Report as presented, Walter Michael seconded.

The First Interim Report was approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes.
O. **Covid-19 Committee Report:** – Tracey Quarne - Information Only

Superintendent Quarne reported the vaccine is in Glenn County. The first people to receive the vaccine will be medical staff and first responders. It is unknown when school personnel will be receiving the vaccine. Superintendent Quarne reported he had changed the dates for the Pipeline trip to the third week in July in an attempt to make sure it is safe to travel. The Superintendent also reported Stony Creek closed as over 5% of the school population in the district tested positive. Willows Unified also closed voluntarily.

P. **Black Butte Property Purchase:** Tracey Quarne – Action Item

*Beginning in 1980, the Glenn County Office of Education used approximately six (6) acres of undeveloped land in the Black Butte Recreation Area for educational purposes. Concurrently, the GCOE attempted to purchase the land.*

*In 2008, the GCOE and the United States Department of Education appeared to have reached an agreement. In a final review of the purchase terms, the United States Department of Education revised its’ price upwards. By the absence of any records following the United States Department of Education’s notification of the increase in the purchase price, it is believed the effort to purchase the property ceased at this point.*

*The GCOE remains interested in the property. The Superintendent seeks the Board’s acknowledgment of shared interest in moving towards purchase of the property.*

Superintendent Quarne explained the history of the Black Butte property. Superintendent Quarne asked the board if they would be inclined to buy the property. President Holzapfel asked what the plans were for the property. Superintendent Quarne explained the property is a natural bowl shape and would be perfect for an amphitheatre. He further explained there is no performance hall in Glenn County, and knows of a non-profit group that would be interested. President Holzapfel mentioned the approximately six-acre property is not cleared, there is no parking, no water, and the property was originally used as an outdoor facility. Superintendent Quarne acknowledged the property needs work, but any other land would be very costly. Kathy Perez mentioned it would be worth looking into and find more information. Chris Redes remembers the property and it was great, it was a good learning experience for the students, very educational. Walter Michael moved to authorize Superintendent Quarne to look into the property, Kathy Perez seconded.

*The Board authorized Superintendent Quarne to get more information regarding the Black Butte property by a show of hands and ayes by board members Cannon, Perez, Michael and Redes. President Holzapfel voted no.*

10.0 **ADMINISTRATIVE REPORT:**

*The Superintendent will report on his activities.*

None

11.0 **BOARD MEMBER REPORT:**

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

Janice Cannon reported Stony Creek is closed due to Covid.

Chris Redes is hoping to attend the OUSD board meeting.

Walter Michael attended the CCBCE general meeting via Zoom and was nominated for a committee.
Judith Holzapfel attended the OUSD meeting, Lake school meeting, HUSD meeting and the CCBE General meeting.

12.0 COMMUNICATIONS:

Some of the members would like to attend the Guide to Effective Governance training.

16.0 NEXT MEETING: Date/Time/Location

January 19, 2021, at 6:00 PM – 311 S. Villa Avenue, Willow

17.0 ADJOURNMENT:

The meeting was adjourned at 9:24 P.M.

Judy 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.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Glenn County Office of Education at 530 934-6575 Ext. 3061. Notification at least 48 hours prior to the meeting will enable the office to make reasonable arrangements to ensure accessibility to the Board meeting. (Government Code § 54954.2)

This institution is an equal opportunity provider and employer.

2020/2021 Dec. 15, 2020 – Minutes