GLENN COUNTY BOARD OF EDUCATION
Tuesday, July 19, 2022

Minutes
A meeting of the Glenn County Board of Education began at 6:00 P.M.

311 S. Villa Avenue, Willows

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


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

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.

3.0 PLEDGE OF ALLEGIANCE:

The pledge was led by Kathy Perez.

4.0 Roll Call:

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

5.0 APPROVAL OF AGENDA:

Approval of Agenda as presented – Action

Walter Michael moved to approve the agenda as presented, Janice Cannon seconded.

The agenda was approved as presented by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes. Motion passed 5/0

6.0 Resolution 2022/2023-1 Remote Teleconferencing: Judith Holzapfel – Action

Chris Redes moved to approve Resolution 2022/2023-1 as presented, Kathy Perez seconded.

Resolution 2022-2023-1 was approved by a roll call vote and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes. Motion passed 5/0

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 **APPROVAL OF MINUTES:**

Approval of Regular Meeting Minutes of June 21, 2022 – **Action**

Janice Cannon moved to approve the Regular Meeting Minutes with correction on Item 12-M “approved”, 12-P “concerned” and item 15 “Bentz”. Kathy Perez seconded.

*The Regular Meeting Minutes were approved with the corrections by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes. Motion passed 5/0*

Approval of Special Meeting Minutes of June 27, 2022 – **Action**

Janice Cannon moved to approve the Special Meeting Minutes as presented, Kathy Perez seconded.

*The Special Meeting Minutes were approved as presented by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes. Motion passed 5/0*

10.0 **NEW BUSINESS:**

A. **Success One! Report:** Elena Jones – **Information Only**

Elena Jones reported the summer attendance of Type C students. She also reported the Dashboard was approved and is waiting for official communication from CDE by the end of July.

B. **BP 6158 – Instruction - Independent Study:** Elena Jones – **Action**

The board is being asked to review and approve BP 6158 – Instructions - Independent Study

Elena Jones presented the updated BP 6158 and explained the changes needed were due to new legislation. She requested to add an additional paragraph to the policy she had presented. President Holzapfel asked her to make the changes and bring the policy back for approval in August as no changes could be made during the meeting.

C. **Facilities Update:** - Shane Anderson

- **Signs – Information**

  Shane Anderson reported he’s waiting on the permit from the City of Orland and possibly a Cal Trans permit as well.

- **Facilities – Information**

  Shane Anderson gave the following timeline:
  - July 12 – bid walk with 8 contractors
  - July 20 – pre-qualification packets due, two have been returned
  - August 5 – Accepting bids at 2:01 P.M. – Willows Adm. Building
  - August 8 – Look at pre-packets and contracts

  Award or intent to award and present to the board during the August meeting. Possibly starting constructions by September 1, 2022.
D. **Budget Report: Randy Jones – Information Only**

Randy Jones reported he was able to pull information from the old system and upload to new secure system. Mr. Jones reported there had been no changes to the approved budget.

E. **Williams Uniform Complaint: - Tracey Quarne – Information**

There were no complaints filed.

F. **Superintendent Elect Salary: Superintendent Quarne, Superintendent Elect Bentz, Mr. Jones, Mrs. Stenquist – Action**

The board set the salary for the successful candidate for the Glenn County Superintendent of Schools at $140,000 for 230 work days, setting the daily rate of $608.70. Mr. Bentz has accepted a position titled Administrative Services with the Glenn County Office of Education beginning July 1, 2022, and terminating upon his swearing-in to the office on January 3, 2023.

In the intervening time between setting the salary and Mr. Bentz assuming the office, the labor units have settled salary negotiations, resulting in an averaged increase in salary of 5.08%. This averaged increase is how salary adjustments are determined for un-represented employees.

The board is requested to adjust the daily rate of compensation for Mr. Bentz to be commensurate with that of his soon to be employees. A 5.08% increase to the current daily rate would result in an increase of $30.92; increasing the daily rate to $639.62, and increasing the annual rate of compensation from $140,000 to $147,112.

Superintendent Quarne reported the unrepresented staff at GCOE had received a 5.08% salary increase. He also reminded the board they had set the incoming superintendent salary at $140,000 per year. Due to the 5.08% increase for GCOE staff, Superintendent Quarne asked the board to adjust the incoming superintendent salary to $147,112.

Board President Holzapfel reminded Superintendent Quarne the incoming superintendent does not take office until January 2023; the incoming superintendent is currently working for the superintendent and is not a board employee, therefore the board could not adjust his salary.

No further action was taken.

G. **Superintendent Salary: Superintendent Quarne, Mr. Jones, Mrs. Stenquist – Action**

The board last adjusted Superintendent Quarne’s salary to $170,000/year for 230 days in September of 2021, equaling a daily rate of $739.13. The labor units have settled negotiations resulting in an average increase in salary of 5.08%. This averaged increase is how salary adjustments are made for un-represented employees.

The board is requested to adjust the daily rate of compensation for Mr. Quarne to be commensurate with that of his employees, effective July 1, 2022. A 5.08% increase to the current daily rate would result in an increase of $37.55; increasing the daily rate to $776.68, and increasing the annual rate of compensation from $170,000 to $178,636.

As Superintendent Quarne is retiring at the end of this term, the net increase in compensation will be $4,318.25.

Superintendent Quarne reported the unrepresented staff at GCOE had received a 5.08% salary increase. He asked the board to adjust his salary from $170,000 to $178,636. Superintendent Quarne reminded the board he is retiring at the end of December 2022 and therefore the amount of the increase would only be $4,318.25.
President Holzapfel and other board members explained he had just received a $10,000 raise in January 1, 2022.

No further action was taken.

H. Superintendent Health Benefits: Superintendent Quarne, Mr. Jones, Mrs. Stenquist – Action

All employees of the Glenn County Office of Education receive health benefits in their retirement calculated at one year of benefits for the first ten years of service, and an additional year of benefits for each additional five years of service rendered. For example, an employee who retires after 27 years of service would receive four years of health benefits at retirement.

Superintendent Quarne has been with the Glenn County Office of Education for 12 years, making him eligible for one year of health benefits. As Superintendent Quarne cannot assign this to himself, the board is requested to assign one year of health benefits to Superintendent Quarne upon his retirement.

After a short discussion, Kathy Perez moved to approve the one year of health benefits for Superintendent Quarne, Chris Redes seconded.

The Superintendent’s Health Benefits were approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes. Motion passed 5/0

I. Memberships and Dues for 2022/2023: Tracey Quarne – Action Item

- CSBA (California School Boards Association) $3,540
  - CCBE (California County Boards of Education) $839
  - ELA (Education Legal Alliance) $885
  - Gamut Policy $2,525
- SSDA (Small School District Association) - Estimated $6,250
- EMCN (Education Mandated Cost Network) $365
- School Services of California $7,500
- CCSESA (Ca. County Sups. Educational Servs. Association) $16,450
- AESA (Association of Educational Services Agencies) $270
- Ca. Forest Coalition 2023 - Estimated $696.90

After a short discussion, Walter Michael moved to approve and pay the memberships and dues for 2022/2023 for the listed organizations.

The Membership and Dues for 2022/2023 were approved by a show of hands and ayes by board members Holzapfel, Cannon, Perez, Michael and Redes.

11.0 ADMINISTRATIVE REPORT:

The Superintendent will report on his activities.

Superintendent Quarne reported that under the guidance of our insurance carrier and Dr. Garrison, the Pipeline trip was cancelled due to the current Covid-19 strain being very contagious.
12.0 **BOARD MEMBER REPORT:**

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

Janice Cannon reported she had attended the Stony Creek board meeting.

Judith Holzapfel attended the Princeton Joint Unified School District board meeting and the Hamilton Unified School District board meeting.

Walter Michael reported the new principal for Willows High School is Julie Carriere.

13.0 **COMMUNICATIONS:**

Wm. Finch WASC Letter
- Wm. Finch received a six year WASC accreditation with only a mid-cycle written report.

14.0 **NEXT MEETING:**

Date/Time/Location

Aug. 16, 2022 – 6:00 P.M. – 131 E. Walker Street, Orland

15.0 **ADJOURNMENT:**

The meeting was adjourned at 7:25 P.M.

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Judith Holzapfel, Board President            Tracey Quarne, Superintendent

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**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.

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)

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