

COLUSA COUNTY OFFICE OF EDUCATION

Michael P. West, County Superintendent of Schools
345 5th Street, Suite A, Colusa CA 95932 ♦ www.ccoe.net
mwest@ccoe.net ♦ p 530.458.0350 ♦ f 530.458.8054

COLUSA COUNTY BOARD OF EDUCATION REGULAR MEETING

DATE: Wednesday, April 10, 2024

TIME: 4:00 pm Board Business Meeting

PLACE: 345 5th Street, Colusa, Large Conference Room

NOTICES: *The Colusa County Office of Education encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, contact the Superintendent's Office at 530.458.0350 well in advance of the meeting that you wish to attend so that we may make every reasonable effort to accommodate you (Cal. Gov't. Code, § 54954.2, subd. (a)(1)).*

The agenda packet and supporting materials can be viewed at the Colusa County Office of Education located at 345 5th Street, Colusa, CA, or online at ccoe.net. For more information, please call 530.458.0350.

This meeting will be recorded.

AGENDA

DECISION

- | | | |
|-----|--|-------------|
| 1.0 | CALL TO ORDER | |
| 1.1 | Pledge of Allegiance | |
| 2.0 | ORDERING OF AGENDA | |
| 3.0 | STAFF QUESTIONS AND COMMENTS | |
| 4.0 | LETTERS AND COMMUNICATIONS | |
| 5.0 | PUBLIC INPUT – <i>Items not on the agenda</i> | |
| 6.0 | REPORTS FROM SUPERINTENDENT AND STAFF | |
| | <i>Note: Bold indicates oral report</i> | |
| 6.1 | Superintendent's Reports | information |
| | 6.1.1 Superintendent's Monthly Report | |
| | 6.1.2 Superintendents Council – March Meeting | |
| 6.2 | Administrative Services – Aaron Heinz | information |
| 6.3 | Student Services – Chuck Wayman | information |
| 6.4 | Technology Services – Alex Evans | information |

Colusa County Board of Education

April 10, 2024, Agenda

Page 2

DECISION

- 7.0 BOARD QUESTIONS AND COMMENTS
 - 7.1 Board President’s Report information
 - 7.1.1 CSBA Region 4 March 27, 2024, Update Letter from County Representative David Patterson
 - 7.2 Board Liaison Reports information
- 8.0 PUBLIC INPUT – *Items on the agenda*
- 9.0 CONSENT AGENDA
(All items are approved by one motion unless pulled by a Board member for separate discussion or action.)
 - 9.1 Approve Minutes of the March 13, 2024, Regular Board Meeting action
- 10.0 OLD BUSINESS
 - 10.1 Community College District Territory (standing item) information
 - 10.2 Facilities Update (standing item) information
 - 10.3 LCAP Update (standing item) information
 - 10.4 Universal Prekindergarten (standing item) information
- 11.0 NEW BUSINESS
 - 11.1 First Reading: Board Policy information
 - 11.1.1 BP 5012 Appeals of District Expulsions
 - 11.1.2 BP 9270 Conflict of Interest (State Mandated Even-Year Review/Revision)
 - 11.2 First Reading and Renumbering: Board Procedure information
 - 11.2.1 BOP 5012 Expulsion Appeal Procedural Format – renumber as Exhibit A
 - 11.2.2 BOP 5012 Ex. D Findings, Decision and Order – renumber as Exhibit B
 - 11.3 Transfer the Following Procedures from Board Policy to the CCOE Expulsion Appeal Handbook and Parent Packet action
 - 11.3.1 BOP 5012 Ex. A Expulsion Appeal (receipt of appeal)
 - 11.3.2 BOP 5012 Ex. B Expulsion Appeal Request Form
 - 11.4 Remove the Following Procedure from Board Policy action
 - 11.4.1 BOP 5012 Ex. C Proof of Service by Mail
 - 11.5 Approve Setting the 2023-24 County Superintendent Salary action

Colusa County Board of Education

April 10, 2024, Agenda

Page 3

	<u>DECISION</u>
11.6 Approve HDV Employer Contribution Increase Recommendation	
11.6.1 County Superintendent of Schools	action
11.6.2 Board of Education	action
11.7 Approve CCBOE Sending Letter of Concern to CSBA regarding CCBE's dissolution	action
12.0 ADVANCED PLANNING	
12.1 Items to be Considered for the Next Board Meeting	
12.2 Next Regular Board Meeting	information
May 8, 2024, 4:00 p.m.	
345 5th Street, Colusa, Large Conference Room	
13.0 CLOSED SESSION	
13.1 Property Purchase Update and Future Projects	information
14.0 OPEN SESSION	
15.0 ADJOURNMENT	

STUDENT SERVICES REPORT

April 2024

Educational Services

LCAP

- Providing information to districts per the new LCAP. I continue to attend LCAP conferences and Q&As.

S. William Abel Academy (SWAA)

- 13 students have graduated this year and 1 more will have finished by the day of this board meeting. Our enrollment is at 29 but will drop two more students are due to finish.
- SWAA has a waiting list. Those students will be contacted, and we should have 29 to 30 students again on the day of this meeting.
- Veronica has tested all our ELPAC students, and we are beginning to test CAASP.

Colusa County Adult School

- CNA program had 8 students graduate on March 28th
- We have seen an increase in enrollment for all programs over the last couple of months. Especially for the CTE business computers, with most students enrolled in Digital Literacy or Excel. Many of the students were referred by other county agencies or employers.

Farm to School

- Spring gardens started at AES, JJH, WUES, and Maxwell.
- SWAA and ATP cleaning up garden beds and community garden.
- Master Gardeners to start their spring demonstration garden in early April.
- CDFG Farm to School grant to be submitted by 4/4.

Comprehensive Support and Improvement (CSI)

- Veronica has reached out to Ms. Changus about being a part of the process for the CAHS. CCOE has one person (Veronica) help with developing the plan to support those students and then I support through the LCAP process in accepting their plan of support.

Curriculum, Instruction, and Accountability (CIA)

- Attended Cal Curriculum in Orange County with CUSD to start the discussion around the new math framework, the process of piloting curriculum and implementation.
- Continuing to work on the math, science, and computer science grant. Phase one is complete, now working on phase two.
- Attended the Capital Region Arts workshop on incorporating arts into the classrooms

- Projects with districts are going well
 - BPS para coaching and training
 - AES UDL project with 5th grade
 - WUSD student supervisor
 - MUSD support math teachers

School Attendance Review Board (SARB)

- The seventh SARB Hearing was held on March 18, 2024, at the Colusa County Courthouse, in the Board of Supervisors chambers. Board members from Probation, CPS, Colusa PD, Williams PD, Colusa County Sheriff's Dept, District Attorney, CAP-C, Community Member and CCOE were all present. Behavioral Health was not in attendance.
- SARB hearings took place for five new students (two held over from previous month (no shows)) plus five reviews for current students on March 18, 2024.
- We had two students complete the SARB process and receive a certificate of completion. Their current attendance rates are between 98%-100%.
- SARB currently has twenty-three cases.
- SARB has provided over 234 points of contact for the twenty-three current cases: via home visits, school visits, phone calls, text messages, and certified mailings.
- The next SARB hearing is on April 22, 2024.

Prevention Services

- Tupe - CYC awards 3.27.24. JJH is setting up a site-based presentation and CCOE will attend, 3.28.2024. SWAT set for PJUSD and shirts are ordered Dates – GI 5/14, AES 5/17
- CalHOPE Fema - Submitting ER on 4/15. Reaching out to Districts this month to see if they want to renew for 24-25. Also applying for the CYBHI to ensure sustainability once the grant ends.
- Foster Youth - Received input from needs assessment. The new grant application will be due in May, the grant is non-competitive. The conference and statewide meeting will be held on 4/15 in Sacramento. Completed MOU with One-Stop. Driver's ed is allowable.
- Homeless Youth - Grant application submitted 3/7, competitive grant. CASCWA will be held 4/24 - 4/26 in Monterey. Still no word on Migrant Fair, possible around May 15, 2024
- EMHI – Second Step – Staff set up Williams pre-school to start trainer to trainer model. Preparing for end of the year report as services end at the end of April.

Children's Services

- Completion of Refunding Application for Office of Head Start due April 1, 2024.
- Updating Annual Report, Selection Criteria, and Community Needs Assessment documents that support Refunding application.
- Education staff will train workshops at the California Association for the Education of Young Children (CAEYC) Conference & Expo April 19-21, 2024.
- Colusa Preschool Learning Center to playground installation date to begin April 1, 2024.
- Scheduled final licensing visit to open the Colusa Early Learning Center for March 25, 2024.
- Annual Family Fair planning. Event held on April 13th at the Colusa Fairgrounds.
- Seasonal Migrant staff return, begin program training March 26-29, 2024.
- ERSEA staff training on revised Parent Handbook, forms, and systems scheduled March 26-28, 2024.

- Continue Full-Enrollment Initiative with Office of Head Start to maintain full –enrollment/work force.
- Staff participated in Child Plus data system training on Internal Monitoring March 12 –14, 2024.

Staffing Updates:

- Number of current staff: 72
- Current vacancies: 14
 - 11 - Associate Teacher positions (2 pending)
 - 1 - Local Childcare Planning Coordinator
 - 1 – Program Services Assistant (pending)
 - 2 - Early Head Start Home-Based Educators (1 pending)

Family and Community Services

- Parents on Policy Council attended the State Capitol event on Head Start Advocacy Day, March 12, 2024.
- Learning Genie Family Engagement two-way communication system is currently at 80% for parent registration rate.
- Resource & Referral: Currently we have 42 in-home licensed childcare providers in Colusa County.
- Provider Training on May 18th will consist of Jerry Teo, Motivational Speaker.
- Planning Provider Appreciation Day.
- Providing Trauma Informed Care training scheduled for March.
- Colusa County Health and Human Services will provide training for parents on Lead Poisoning in April 2024.

Education Services

- Continue Coaching Community of Practice training for identified team to support teachers.
- CLASS Assessments completed, Planning Spring DRDP Assessments.
- Planning In-Service training for next program year.
- Scheduling dates for Open House events.

Universal Prekindergarten

- Early Educator Teacher Development Grant (EETDG). Currently we have 4 applicants.
- Attended UPK Coordinators Community of Circle meetings and UPK webinars.
- UPK Coordinator meeting with Elementary Principals, organized training for TK teachers in May 2024.

Special Education/SELPA

- Special Education Staffing Updates
- 4 open teaching positions, 1 School Psychologist, 1 Speech Therapist (currently utilizing online therapy), 1 Occupational Therapist (going to utilize online therapy)
- Special Education Updates

- Attended Chico State career fair with Worthy. It was successful and we are currently interviewing candidates
- Planning has begun for August professional development days
- A March SELPA newsletter was sent out to staff highlighting hot topics in Special Education
- SELPA
 - CCOE SELPA (meeting updates)
 - The new Fee Schedule grant was presented to District Superintendents. It is a grant that will help capture revenue for mental health services.
 - Annual Determinations were received. All our districts are not in review from CDE this year
 - Preparations for the April revision and 2024-2025 budget are underway
 - State SELPA
 - IEP Implementation data collection is underway for the next two months
 - Personnel Data report is due April 30

Colusa County Office of Education

Technology Services

Board Report April 10, 2024

We are continuing to plan for the eventual move of the CCOE datacenter from the library building to the new Education Village datacenter sometime in July of 2024. This project is now center stage on our project list. We are working with CENIC and the K12 High Speed Network to coordinate their installation. We are also working with the County of Colusa to transition the connection that we currently supply to the library over to the County as part of that project. Frontier is working on installing all of the new network circuits at all of the district and CCOE programs. All deadlines are proceeding according to plan. Village construction is almost completed for equipment installation. Once that is in place, the Education Village Fiber network will be upgraded from 1G to 10G as part of the project.

There were some issues with the new CCOE Village paging system upon department testing. We have made some changes to the system, and we are retesting the main complex. The new portables will be installed and tested once the pathways and additional network closets have been added.

We have successfully migrated our Veeam backup solution to newer hardware and reconfigured it for additional depth of backups. It has been performing as expected.

We are continuing to roll out new Microsoft Office 365 A5 Security features for our network. We are currently working on autopilot white glove service with CDW so that computers can be completely automated out of the box.

We have successfully relocated the PJUSD District Office networking and server equipment to the new datacenter location at the PJUSD Technology Center. The final connection cutover will take place during spring break. Now that the equipment is in its final location and Frontier is ready, the cutover should be an easy cutover.

We are working Business Services on a plan to completely migrate legacy QCC data away from their current server to a hosted solution. The districts are weighing options and deciding on how to proceed as a group.

Board of Education

March 27, 2024

Sergey Terebkov
 Area 1

Andrew Tagg
 Area 2

David Patterson, Ed.D.
 Area 3

R. Jan Pinney
 Area 4

Kelli Gnile
 Area 5

Renee Regacho-Anaclerio, Ed.D.
 Area 6

Lynn Oliver
 Area 7

To: President Morrow and Colusa County Board of Education

Below is a quick update on CSBA activities related to the dissolution of CCBE since my letter of March 13, 2024.

PCOE Board Sent Letter of Concern to CSBA Board of Directors: On March 21, 2024 the Placer County Board of Education sent the attached letter to the CSBA Board of Directors. The letter outlines our serious concerns relating to the dissolution of CCBE. If your board shares our concerns I recommend your board also considers submitting a letter to the CSBA Board of Directors in the near future. A copy of our letter is included as well as the names and email addresses of CSBA board members.

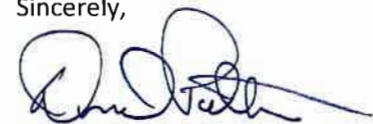
SB 1380: CSBA is a sponsor of SB 1380 (Dobbs), a bill that proposes changes to the law related to the approval criteria for charter schools. There are significant concerns that have been raised by county board members about CSBA sponsoring a bill that restricts the authority of county boards of education, especially as county board members were not involved in the development of the bill or informed of CSBA's plan. Our letter of March 13, 2024 also included our concerns about SB 1380. Our Board is also considering taking further action on the bill at a future meeting. Your board may also want to consider communicating to CSBA regarding this bill.

Update on the CSBA Board of Directors Meeting: Also attached is the update I received from John McPherson, reporting on the CSBA Board of Directors meeting that occurred this past weekend. From the write-up it appears that none of the requests made by the Transition Working Group were agreed to by the CSBA board.

Next Region 4 County Presidents Zoom Meeting - April 1, 2024: As was communicated in my last update, as part of our ongoing efforts to work collaboratively, the next Region 4 Board Presidents Call is scheduled for 12:30pm on Monday, April 1, 2024. You should have received a Zoom invitation by email.

Please feel free to email or call me if I can be of further assistance.

Sincerely,



David Patterson, Ed.D.
 Regional 4 County Representative

cc: Mike West, Superintendent

Attachments:

PCOE Letter to CSBA Board of Directors
 Names and email addresses for CSBA Board of Directors
 Update from John McPherson

Superintendent's Cabinet

Phillip J. Williams
 Deputy County Superintendent

Martin Fregoso
 Associate Superintendent
 Business Services

Jennifer Hicks
 Associate Superintendent
 Educational Services

Susan Connolly
 Assistant Superintendent
 Student Services

Colleen Slattery, Ed.D.
 Assistant Superintendent
 Human Resources

Troy Tickle
 Assistant Superintendent
 SELPA

Michelle Eklund
 Chief Communications Officer
 Superintendent's Office



GOLD IN EDUCATION

Gayle Garbolino-Mojica

County Superintendent of Schools

Board of Education

Sergey Terebkov
Area 1

Andrew Tagg
Area 2

David Patterson, Ed.D.
Area 3

R. Jan Pinney
Area 4

Kelli Gnile
Area 5

Renee Regacho-Anaclerio, Ed.D.
Area 6

Lynn Oliver
Area 7

March 21, 2024

Via Email (agonzalez@csba.org) and U. S. Mail Delivery

Albert Gonzalez
CSBA Executive Committee, President
3251 Beacon Boulevard
West Sacramento, CA 95693

Dear CSBA President González,

This letter is written at the request of the Placer County Board of Education to express our very serious concerns with the action taken by CSBA’s Board of Directors on November 29, 2023, to dismantle CCBE by revoking its status as a “Section” of CSBA.

We strongly object to both the manner as well as the substance of the action by the CSBA’s Board of Directors. We also believe the actions harm CSBA’s ability to serve its county board members and risks significantly harming CSBA’s leadership role and standing.

Our concerns are similar to those expressed in the February 28, 2024 letter to CSBA from the San Mateo County Board of Education (a copy of which is attached) and include the following points.

Failure of Transparency, Process and Disrespect to its Members

The CSBA Board erased more than six decades of CCBE service to county board members within CSBA without any warning or notice to its county boards of education members. In our opinion there was no existential problem or crisis that required the CSBA Board to dissolve CCBE in secret, without any notice to its members, without notification or engagement of the Delegate Assembly, and without opportunities to discuss and collaboratively resolve whatever issues may have existed.

We recognize that the CSBA Board has the ability to amend its governance structure, however, the legal ability to take an action is not justification to do so in a fundamentally disrespectful manner to any of its members.

At the CCBE Board of Directors meeting on November 30, 2023 CSBA distributed a document titled “County Boards Services Frequently Asked Questions”. In essence this undated document was the means CSBA used to notify California’s fifty-eight county board of education that the CSBA Board of Directors had taken action in a private and closed meeting to dissolve CCBE.

The CSBA Board of Directors acted on November 27, 2023 to dismantle CCBE. Three months later there has been no formal communication explaining these actions nor the rationale for them to the fifty-eight county boards of education. In addition, there has been no formal communication from CSBA regarding the membership, responsibilities, and outreach activities of the CSBA staff appointed Transition Working Group.

Superintendent’s Cabinet

Phillip J. Williams
Deputy County Superintendent

Martin Fregoso
Associate Superintendent
Business Services

Jennifer Hicks
Associate Superintendent
Educational Services

Susan Connolly
Assistant Superintendent
Student Services

Colleen Slattery, Ed.D.
Assistant Superintendent
Human Resources

Troy Tickle
Assistant Superintendent
SELPA

Michelle Eklund
Chief Communications Officer
Superintendent’s Office

County Boards Need an Organization that Represents Their Interest – Not a Service Provider

The title of the CSBA document “County Boards Services Frequently Asked Questions” illustrates a clear challenge. County boards of education need to belong to an organization where they feel ownership; where their needs and interests are valued and where they are effectively represented and protected in the organization’s positions and actions. CCBE provided this vehicle within CSBA. What services are or are not provided are moot if the feeling of ownership does not exist. Throughout the CSBA document there is a focus on providing services that somehow will replace the many member driven services that CCBE has historically provided, but this document lacks any commitment to supporting ownership and agency for county boards.

Dismissive of Highly Valued CCBE Activities and Services

The FAQ fails to recognize the value members place on current CCBE activities and services. It speaks of “winding down activities” of highly valued events such as the CCBE annual Spring Governance Training and the highly successful annual conference. It is equally dismissive of the County Trustee Handbook and the support county board members need to fulfill their responsibilities – responsibilities that are significantly different than those of district trustees. The tone of the FAQ is also dismissive of the proper role of the members of the organization to express their needs, instead it is sending a message that “staff will be taking it under advisement...”.

CCBE Finances – County Board Member Dues Dedicated to and Directed by County Board Members

CCBE had a Net Reserve Balance of \$137,344 at the end of fiscal year 2022-23. These funds were paid by county boards and the reserve was created by CCBE for the benefit of county boards. We request that CSBA confirm that these funds are restricted to supporting county board only activities.

We have paid the additional dues to belong to CCBE because of the value we received and our participation in the decisions on how our dues would be spent through the governance structure of CCBE. The FAQ lacks any commitment or guarantee that county board members will have any role in determining how their dues will be used, and no commitment to transparency in the use of these funds.

SB-1380: CSBA Sponsoring of Legislation that Reduces County Boards’ Authority

A clear and recent example that calls into question CSBA’s commitment to protecting the authority of county boards is CSBA’s very formal and public step of sponsorship of SB 1380. It took this action without consulting or even informing its county board members. Members of our board found out about CSBA’s action by reading a newspaper article announcing the bill. CSBA as an organization has a fundamental obligation to work in the best interest of all its members. It should not pick and choose which members to advantage or disadvantage by its actions. Among other changes, SB 1380 proposes to restrict the authority of its members

who are county boards of education in fulfilling their responsibilities for charter schools for the benefit of other CSBA members, members of school districts. This provision needs to be eliminated.

Actions Requested

We believe the most appropriate action by the CSBA Board of Directors would be to rescind its November 29, 2023 decision to dismantle CCBE. If the CSBA Board of Directors does not take that action, we add our voice to the “Requests for Follow-up and Response from CSBA” made by the San Mateo County Board of Education in their February 28, 2024 letter. We request that you address the same issues their letter raises in your response to us as well as the additional issues we raised.

Thank you in advance for your prompt response to our concerns.

Lynn Oliver

Lynn Oliver, President
Placer County Board of Education

LO/kc

Attachment

cc: Via Email Delivery
Vernon Billy, Executive Director CSBA
CSBA Board of Directors
California County Boards of Education Presidents



SAN MATEO
COUNTY
OFFICE OF
EDUCATION

Excellence and Equity in Education
Nancy Magee • County Superintendent of Schools

Board of Education
Susan Alvaro
Chelsea Bonini
Hector Camacho, Jr.
Jim Cannon
Beverly J. Gerard
Ted Lempert
Hugo Torres

February 28, 2024

Via Email (vbilly@csba.org) and U.S. Mail Delivery

Vernon Billy
CEO and Executive Director
California School Boards Association
3251 Beacon Boulevard
West Sacramento, CA 95691

Re: Action by CSBA Board of Directors to Revoke CCBE's Status as a CSBA Section

Dear Mr. Billy:

This letter is written at the unanimous request of our San Mateo County Board of Education to address our serious concerns with the action taken by CSBA's Board of Directors on November 29, 2023, to dismantle CCBE's longstanding structure by revoking its status as a "Section" of CSBA and directing that it be folded into CSBA as a new Region 14.

Our primary concerns are outlined herein, as well as our requests for follow-up and response from CSBA.

1. Lack of Notice and Opportunity for Input on Proposed Action

As elected County Board Trustees, we are accustomed to making decisions with wide impact, but whenever possible, we seek input from key stakeholders and conduct as much due diligence as possible to ensure that we are aware of the actual and potential ramifications of our decisions.

In this instance, CSBA's action was taken *without any prior notice* to our fifty-eight (58) County Boards of Education indicating CSBA's intention or purpose for such action.

Without notice, County Board Trustees were *not* afforded any opportunity to comment or to share valuable perspectives on the impact such an action would have. Our Board would have been willing to engage in discussions on this matter.

For reference, I first learned of CSBA's proposed action during Delegate Assembly *after* the CSBA Board of Directors had voted on the matter and given its Directors "talking points" to share with Delegates during our regional meetings.

When CSBA's action was shared at the CCBE Board of Directors Meeting at the AEC, the Board was asked *not to share* the information with fellow County Board Trustees (or anyone) until the CCBE General Membership Breakfast Meeting two (2) days later. I was in attendance as an observer at the CCBE Board of Directors Meeting and personally found this lack of transparency to be extremely concerning.

CSBA's talking points, which (again) were shared *after* the action was taken, as well as the eventual presentation to County Board Members of CSBA's Board action, primarily served to *justify* the action and to emphasize that it was *permitted* under CSBA's Bylaws. While the action may have been permissible, we believe that the lack of notice, transparency, and process involving County Board Members effectively weakens the foundation of the decision, even if it was technically permissible.

2. Lack of Understanding of the Roles and Responsibilities of County Boards

The detrimental impact of CSBA's decision on our County Board's longstanding support structure and community of well-respected elected officials who have dedicated years to the development of County-specific resources and opportunities for deep connections between entire Boards, Trustees, and County Superintendents is immense and immeasurable.

This impact is further exacerbated by CSBA's lack of understanding of the roles and responsibilities of County Boards, which are almost entirely unique from the roles and responsibilities of LEA Boards, especially for the vast majority of our Counties with elected County Superintendents.

Our Board is keenly aware of CSBA's lack of current County-specific resources as we have recently engaged with CSBA for services including GAMUT Policy Plus and the Good Beginnings Workshop. In each instance, there was an *attempt* to *adapt* the resources from LEA language and roles to fit our County Board-specific needs, but the adaptation was not seamless, and as a result, the value of the services was (and continues to be) incomplete and diminished.

3. Lack of Commitment to the Trustee Handbook and County-Specific Conference and Training Sessions

In an attempt to provide increased clarity for County Board Members concerning their roles and responsibilities, especially *vis-à-vis* the roles and responsibilities of

County Superintendents of Schools, CCBE spearheaded a revision to our Trustee Handbook (the “Handbook”) in partnership with the California County Superintendents and CSBA.

This was important work for our County Boards, and multiple members of *our* Board were dedicated to this project and spent months participating in its development.

For these reasons, we find CSBA’s *noncommittal* statements in its FAQ document regarding continued use of the Handbook – *by referring to it as “potentially valuable”* – to be unacceptable. Vesting sole discretion in CSBA as to how our County Boards will receive essential governance information disregards the time and effort invested into development of the Handbook as an essential resource for County Boards.

The Handbook, expertise, trainings, mentoring, and individualized supports for County Boards that have been provided by CCBE for decades are *irreplaceable* by CSBA, and the loss of these dedicated resources, specifically the County Board-only conferences and trainings, would be devastating for all County Board Trustees.

CCBE served a valuable and essential role for County Board development and professional training, and we are not convinced that CSBA is prepared to replace the level of support and commitment that we require. We implore CSBA to maintain the availability and distribution of the Handbook, and to allow for a robust training series and annual conference, which directly involves County Board Members in planning to ensure that the unique needs of County Boards are met.

4. Request for Financial Transparency in Support of County Board Supports

As of the end of fiscal year 2022-2023, CCBE’s Net Reserve Balance was \$137,344, and we request that CSBA confirm that this fund balance is accurate and will be allocated solely to County Board-only supports and programs.

Further, we hereby request confirmation of all proposed dues payable by our County Board under the new structure, with a direct comparison to dues paid in 2023, consistent with the following FAQ statements:

- (a) “Counties will continue to pay approximately the same amount of CCBE and CSBA dues.”
- (b) “CSBA will use the same dues calculation as CCBE. Dues will support the development and implementation of county board products and services and cover one program manager position dedicated to county board services.” See FAQs.

5. CCBE Made CSBA Stronger in its Support of County Boards of Education

CSBA has expressed that “County board members are a valued component of CSBA’s membership,” and we believe that CSBA should respect our County-specific needs in fulfilling its stated “obligation to serve this segment of the membership with the same vigor as district board members.” See FAQs.

We do *not* agree that the “structure of CCBE as a section of CSBA operating as an independent organization within the association” was counter to alignment with CSBA’s governance structure, nor that CCBE “inhibit[ed] the ability of the association to foster a united, collaborative membership that’s collectively working to strengthen its mission, vision and strategic goals.” See FAQs.

CCBE’s leadership, programming and governance support for County Boards was the epitome of collaboration and its focus on preparing and supporting County Board Trustees in their work on behalf of students was unparalleled and firmly aligned with CSBA’s mission and vision.

CCBE made CSBA stronger in its support of County Boards, and until and unless CSBA’s supports for our County Boards are maintained, expanded, and bolstered, the loss of CCBE will continue to feel like the loss of a community that was dedicated to ensuring the effectiveness of County Board Members in our essential role for students in our County and throughout the State.

6. Requests for Follow-up and Response from CSBA

As outlined above, we do not believe that CSBA properly engaged County Boards prior to its Board of Directors taking action to dismantle CCBE’s longstanding structure by revoking its status as a Section of CSBA and directing that it be folded into CSBA, nor do we believe that CSBA fully understands the importance of CCBE to County Board Members or the scope of supports provided to County Board Trustees over the past six decades.

Short of CSBA’s Board of Directors considering an action to rescind their November 29, 2023, decision to dismantle CCBE, we request that CSBA:

- (a) Maintain all County Board-only conferences and trainings, in recognition and respect of their critical importance in building connections and relationships between County Boards and investing in leadership and small-setting community building opportunities;
- (b) Commit to directly involving County Board Members as active participants in County Board-only conference and training planning, (1) to ensure that

the unique needs of County Boards are met and (2) to respect the longstanding, invaluable dedication of County Board Members in fostering leadership and building capacity by doing and learning, rather than through passive attendance at conferences and trainings;

- (c) Provide an outline of new CSBA supports for County Boards mirroring the lost CCBE supports for our consideration and feedback;
- (d) Provide an outline of developments in bolstering existing CSBA Services to better meet the needs of County Boards (including, but not limited to, GAMUT Policy Plus and Good Beginnings Workshops, *both of which our Board would be happy to provide specific feedback on*);
- (e) Confirm that \$137,344 (Net Reserve Balance End of FY 2023) remains in the CCBE Reserve Fund account and that these funds will be allocated to County Board-only supports;
- (f) Confirm all proposed dues payable by our County Board under the new structure, with a direct comparison to dues paid in 2023;
- (g) Maintain the availability and distribution of the Handbook; and
- (h) Create conditions of ongoing transparency, inclusivity, and engagement for all County Board Members to ensure that CSBA has the necessary input to support the full scope of unique County Board needs throughout the State.

Thank you in advance for your prompt attention to this matter. We look forward to receipt of your response to our requests.



Chelsea Bonini
President, San Mateo County Board of Education

cc: Via Email Delivery

CSBA Board of Directors

Tyler Nelson
David T. Gracia
Renee Nash
Alisa MacAvoy
Jackie Wong
Rachel Hurd

Christopher "Kit" Oase
Roger Snyder
Kathy Spate
Sabrena Rodriguez
William Farrism
Susan Henry
Karen Gray

Eleanor Evans
Bruce Dennis
Devon Conley
Tanya Ortiz Franklin
Nancy Smith
Helen Hall
Jan Baird

Chris Clark
Christina Cameron-Otero
Sylvia Leong
Michael Teasdale
Joaquin Rivera
John McPherson

CSBA Executive Committee

Albert Gonzalez
Bettye Lusk

Debra Schade
Susan Markarian

CSBA Region 14 Members (former CCBE Board of Directors)

David Patterson
Michelle de Werd
Juliana Feriani
Rachel Ulrich
Marcy Masumoto
Elizabeth Esquivel
Brenda Duchi
Annette Lewis
Maimona Afzal Berta
Shelton Yip
David Patterson
Monte Perez
Rick Shea

Michael Teasdale
Marcy Masumoto
Janet Wohlgemuth
John McPherson
Peggy A. Cohen-Thompson
Arleigh Dean Kidd
Laura Mancha
Mary Little
Lucy M. Hendry
Brenda Duchi
Bruce Dennis
Guadalupe Gonzalez

County Board Transitional Working Group

Robert Brown
Harjit Singh
Shelton Yip
Juliana Feriani
Bryan Burton
Ramon Flores
Victoria Chon

Peggy Cohen-Thompson
Mike Walsh
Bina Lefkowitz
Aisha Knowles
John McPherson
Michael Teasdale
Yvonne Chan

California County Boards of Education, ATTN: Board President

Alameda County Board of Education
Alpine County Board of Education
Amador County Board of Education
Butte County Board of Education
Calaveras County Board of Education
Colusa County Board of Education
Contra Costa County Board of Education
Del Norte County Board of Education
El Dorado County Board of Education
Fresno County Board of Education

Glenn County Board of Education
Humboldt County Board of Education
Imperial County Board of Education
Inyo County Board of Education
Kern County Board of Education
Kings County Board of Education
Lake County Board of Education
Lassen County Board of Education
Los Angeles County Board of Education
Madera County Board of Education
Marin County Board of Education
Mariposa County Board of Education
Mendocino County Board of Education
Merced County Board of Education
Modoc County Board of Education
Mono County Board of Education
Monterey County Board of Education
Napa County Board of Education
Nevada County Board of Education
Orange County Board of Education
Placer County Board of Education
Plumas County Board of Education
Riverside County Board of Education
Sacramento County Board of Education
San Benito County Board of Education
San Bernardino County Board of Education
San Diego County Board of Education
San Francisco County Board of Education
San Joaquin County Board of Education
San Luis Obispo County Board of Education
Santa Barbara County Board of Education
Santa Clara County Board of Education
Santa Cruz County Board of Education
Shasta County Board of Education
Sierra County Board of Education
Siskiyou County Board of Education
Solano County Board of Education
Sonoma County Board of Education
Stanislaus County Board of Education
Sutter County Board of Education
Tehama County Board of Education
Trinity County Board of Education
Tulare County Board of Education
Tuolumne County Board of Education
Ventura County Board of Education
Yolo County Board of Education
Yuba County Board of Education

CSBA Board of Directors:	
Tyler Nelson, Director, Region 1, Ukiah USD	tnelson@csba.org
David T. Gracia, Director, Region 3, Napa Valley USD	dgracia@csba.org
Renee Nash, Director, Region 4, Eureka Union SD	rnash@csba.org
Alisa MacAvoy, Director, Region 5, Redwood City ESD	amacavoy@csba.org
Jackie Wong, Director, Region 6, Washington USD	jwong@csba.org
Rachel Hurd, Director, Region 7, San Ramon Valley USD	rhurd@csba.org
Christopher "Kit" Oase, Director, Region 8, Ripon USD	coase@csba.org
Roger Snyder, Director, Region 9, Scotts Valley USD	rsnyder@csba.org
Kathy Spate, Director, Region 10, Caruthers USD	kspate@csba.org
Sabrena Rodriguez, Director, Region 11, Ventura USD	srodriguez@csba.org
William Farrism, Director, Region 12, Sierra Sands USD	wfarrism@csba.org
Susan Henry, Director, Region 15, Huntington Beach Union HSD	shenry@csba.org
Karen Gray, Director, Region 16, Silver Valley USD	kgray@csba.org
Eleanor Evans, Director, Region 17, Oceanside USD	eevans@csba.org
Bruce Dennis, Director, Region 18, Riverside COE	bdennis@csba.org
Devon Conley, Director, Region 20, Mountain View-Whisman SD	dconley@csba.org
Tanya Ortiz Franklin, Director, Region 21, Los Angeles USD	tfranklin@csba.org
Nancy Smith, Director, Region 22, Palmdale SD	nsmith@csba.org
Helen Hall, Director, Region 23, Walnut Valley USD	hhall@csba.org
Jan Baird, Director, Region 24, South Whittier ESD	jbaird@csba.org
Chris Clark, Director-at-Large, African American, Folsom-Cordova USD	cclark@csba.org
Christina Cameron-Otero, Director-at-Large, American Indian, Needles USD	cotero@csba.org
Sylvia Leong, Director-at-Large, Asian/Pacific Islander, Cupertino Union SD	sleong@csba.org
Michael Teasdale, Director-at-Large, County, Ventura COE	mteasdale@csba.org
Joaquin Rivera, Director-at-Large, Hispanic, Alameda COE	jriviera@csba.org
John McPherson, Non-voting Interim Director, Monterey COE	jmcpherson@csba.org

From: [John McPherson](#)
Subject: Update for CSBA County Board Members on March CSBA BoD meeting, and upcoming May Delegate Assembly
Date: Tuesday, March 26, 2024 8:58:39 AM
Attachments: [Attachment.pdf](#)

[Caution-EXTERNAL]

Good morning, all

Here is an update from the latest CSBA Board of Directors meeting as it relates to the elimination of CCBE, County Board's reaction, and the Transition Working Group. Also below is a review of the process for the set up of the proposed Region 14. I have sent this out as a bcc, because I want to make sure I don't miss any comments or questions that may come back. After the upcoming Transition Working Group and September Conference Planning meetings, we will set up a Zoom for further discussion.

CSBA Board of Directors Update:

As part of President and CEO Vernon Billy's report to the Board, there was a presentation from staff on the work of the Transition Working Group, with a discussion following. The powerpoint presentation is attached. I must admit I am not familiar with the Programmatic Content Advisory Group noted in the presentation, so would love to hear from anyone on it about the experience.

The letters received from County Boards and the response sent to San Mateo were discussed. To date the board has received letters from San Mateo, Placer and LA county boards. One CSBA board member stated the three letters received were probably all that the Board would receive, and so no standard response needed to be created. Bruce Dennis and I responded that more letters would indeed be coming, so a response to any additional letters received is being drafted under CSBA President's Albert Gonzalez's signature.

The board took no action to rescind the November 2023 board action that eliminated CCBE as a section. The discussion then turned to the May Delegate assembly with the expectations that some Delegates will be expressing their displeasure at the microphones during the action item to adopt the bylaw changes needed to create the statewide County region, Region 14. The bylaw change requires a two-thirds vote to pass, and concern was shared that if the DA does not adopt the bylaw changes County members will have no official role in CSBA, because the CCBE section has already been eliminated.

A discussion then occurred on expanding the membership of either the Working Group and/or the sub groups working on the Sept. Conference, MIG, Handbook and Jack Bedell award. Concern was expressed that at this point that would be disruptive, so no action was taken.

The board expressed concern that the communication on the work of the Working Group, both up to now and planned, has been lacking. Staff responded that working the March Workshop took much of the staff's focus, and now a regular communication schedule to County Members and BoD members will commence, starting with the distribution of a needs assessment in early April.

There was an expression of support from multiple Board members that the set of

recommendations the Working Group puts forward in November would be adopted.

May Delegate Assembly and Region 14 Director Appointment process

At the May Delegate assembly there will be a vote to amend the CSBA bylaws in order to create Region 14, the statewide County region. As noted above a two-thirds vote of those members of the Delegate Assembly who are present and voting shall be required to approve amendments to these Bylaws. If the motion to create Region 14 does not pass, County members will have no specific organization within CSBA, since the BoD has already eliminated CCBE as a section.

If Region 14 is created, the next step will be for the CSBA President to appoint the Director, as that position will be considered a vacancy at the time the region is created. Per the CSBA bylaws the Delegates in the region, the new Region 14, shall be notified of the vacancy in writing by the President, and provided a form to submit with their recommendations by the due date established. **Delegates shall be given 30 days from the date of the vacancy notice to submit on the form provided their recommendations to the President for the vacant position.** The appointment by the President shall be subject to ratification of the Board, and shall be for the unexpired term of the vacancy, which will be through the 2024 AEC in Anaheim.

At the December Delegate Assembly in Anaheim, Region 14 delegates will then elect a Director to serve a two year term. Directors running unopposed in their Region shall all be placed in nomination at the same time and voted on as a group. Directors shall only be elected by written or electronic ballot by the full Assembly if there are two or more candidates for a position. Directors shall be elected by majority vote of the Delegate Assembly members present and voting. If more than two candidates are nominated, and none receives a majority vote, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority shall be declared elected. This is a long winded way of saying if the Region 14 delegates decide on one candidate to be their new Director, that person will be approved by the Assembly. If the Region 14 delegates can't decide on one candidate, the full Assembly will vote on it.

As for me, I am willing to stand for the interim appointment, but will not be running for the two year term in December. If the County delegates come up with a candidate for the interim appointment who would also run for the two year term, I will take absolutely no offense if that someone is recommended to CSBA President Albert Gonzalez for the interim appointment.

Regardless of how all this shakes out, by late June we should have a Region and a Regional Director. Monterey COE is happy to host a meeting of Region 14 at our offices the Thursday or Friday of the September Monterey Conference. Region 14 would then meet again in Anaheim on December 3rd, when the Director for the two year term will be elected.

That is all for now. As mentioned once we have some more information on the Working Group and September Conference, we will set up a zoom. Please let me know if you have any questions on the above.

John McPherson

831 333 6042

COLUSA COUNTY BOARD OF EDUCATION
Minutes of Regular Meeting March 13, 2024

Acronyms Used in This Document May Be Found in Attachment A

Board Members Present: Ed Conrado, Cristy Edwards, Madison Martin, and Serena Morrow

Staff/Visitors Present: Emily Abken, Rana Brent, Alex Evans, Aaron Heinz, John Ithurburn, Alissa Maas, Tina Maxwell, Sabrina Myers, Anabelen Saavedra, Karla Saavedra, Chuck Wayman, and Michael West

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

President Serena Morrow called the meeting to order at 4:00 p.m. in the 345 5th Street, Colusa, Large Conference Room and led the Pledge of Allegiance.

2.0 ORDERING OF AGENDA

No changes.

3.0 STAFF QUESTIONS AND COMMENTS

No questions or comments.

4.0 LETTERS AND COMMUNICATIONS

Note: Item 4.1 was paused after two graduates received their diplomas and then re-opened once the third graduate arrived at the end of the 6.1.1 Superintendent’s Monthly Report.

4.1 Awarding of Diplomas – Colusa County Adult School

Michelle Bingham reported on three recent graduates from the Colusa County Adult School. Michelle introduced the three graduates in attendance one at a time, presented each with a diploma, shared or either asked them to share with the Board their future plans, and to introduce their guests.

5.0 PUBLIC INPUT – Items not on the agenda

No public input.

6.0 REPORTS FROM SUPERINTENDENT AND STAFF

6.1 Superintendent’s Reports

6.1.1 Superintendent’s Monthly Report

Michael West reported on his participation in the CCS Legislative Committee, during which the group discussed strategies for the Federal Advocacy Trip to Washington DC. Michael also provided a legislative update on recently introduced legislation that could affect COEs and districts:

AB 2565	McCarty – Requiring rooms in all COE and district schools to have locks that allow doors to be locked from the inside.
AB 2711	Ramos – Removing unlawfully possessing, using, or being under the influence of a controlled substance, an alcoholic beverage, or an intoxicant of any kind from the list of acts for which a pupil may be suspended or recommended for expulsion.

Draft

AB 3038	Essayli – Requiring school districts or charter schools to hire at least one, armed, school resource officer to be present at each school of the school district or charter school.
AB 2901	Aguiar-Curry – Providing full pay for the state's pregnant educators for a maximum of 14 weeks.

Michael also spoke about a nationwide Superintendents Round Table on funding new districtwide instructional programs, which was a discussion on early childhood literacy. Michael said that he and San Benito COE Superintendent Krystal Lomato were the featured speakers during the 90-minute webinar that included over 50 Administrators from 26 States. Michael, along with staff who run CCOE's literacy program Stefani Silvas Santana, Yesenia Chavez, and Alissa Maas, celebrated the success of CCOE's literacy initiative by highlighting best practices, the iPad Lending program, the book give-away program, overall outreach, and the Early Literacy Certification program's successful cohorts. Michael also said that he held further discussion with Oasis XRE about VR and the quality of the product and the future, he took part in awarding a Years of Service Award to Behavior Technician Ashley Page, and he attended the Head Start Policy Council that welcomed three new members.

6.1.2 Superintendents Council – February Meeting

Michael West reported that he met with the district Superintendents in February as the SELPA Executive Committee and then segued into a meeting that included Educational Services Assistant Superintendent John Ithurburn to discuss the LCAP template, approaches, and ideas.

Michael distributed an article on Four-Day Schools, and discussion was held. Michael reported that he is researching and working with legal counsel to create a 501(c)(3) organization non-profit corporation formed to manage the Board's scholarship foundation. Discussion was held on the format of the foundation board.

6.2 Administrative Services – Aaron Heinz

Aaron Heinz highlighted ALFA's activities in his March 2024 Administrative Services written report, including MES's inclusion in F2B. A question was asked about the hiring event conditional offers that were accepted and Director of Human Resources Sabrina Myers said that to date three have begun working.

6.3 Student Services – Chuck Wayman

Chuck Wayman answered the Board's question regarding his March 2024 Student Services written report, about whether he has any information on SARB recidivism, and Chuck said it was too early to tell, but he was able to report on successes so far. Michael West spoke about parent and agency participation and on SARB helping the DART process. John Ithurburn answered a question about the reason SWAA enrollment is capped at 30 students, which he said was because the class has only one teacher. Discussion was held on the program and on individual learning plans for each student.

6.4 Technology Services – Alex Evans

The Board did not have any questions or comments about Alex Evans' March 2024 Technology Services written report.

7.0 BOARD QUESTIONS AND COMMENTS

No questions or comments.

7.1 Board President's Report

No President's Report.

7.2 Board Liaison Reports

Superintendent's Salary and Budget Committee – Ed Conrado said that he and Cristy Edwards will meet next week to discuss the Superintendent's salary.

Board Policy Review – Cristy Edwards reported that she will review revisions to BP 9270 Conflict of Interest, to which ethics training will also be added.

CSBA County Board Voting Representative – Serena Morrow reported on the CCBE transition to CSBA Region 4, and on a letter that was received from the Region 4 County Representative David Patterson, which she will add to the April Board agenda.

8.0 PUBLIC INPUT – Items on the agenda

No public input.

9.0 CONSENT AGENDA

All items are approved by one motion unless pulled by a Board member for separate discussion or action. Cristy Edwards/Moved, Madison Martin/Seconded, and the motion carried four ayes, one absent (Brenda Miller) to approve the following Consent Agenda items:

9.1 Approve Minutes of the January 10, 2024, Regular Board Meeting

9.2 Approve Minutes of the February 14, 2024, Regular Board Meeting

10.0 OLD BUSINESS

10.1 Community College District Territory (standing item)

No report.

10.2 Facilities Update (standing item)

Michael West reported on activities related to Adult Education and IT buildings, and he added that electricity was connected to the buildings.

10.3 LCAP Update (standing item)

Educational Services Assistant Superintendent John Ithurnburn reported that he met with superintendents, spoke about the newly required focus goal to the equity multiplier (money not part of the unduplicated) to show how the district will use the money.

10.4 Universal Prekindergarten (standing item)

Student Services Associate Superintendent Chuck Wayman reported that a consultant from Sutter County was hired to work with elementary school principals.

11.0 NEW BUSINESS

11.1 Public Disclosure of the 2023-24 Negotiated Agreement Between the Colusa County Superintendent of Schools and the Educators of Colusa County Office of Education [GC 3547.5]

Michael West explained that this document discloses to the Board and to the public the negotiated agreement between CCOE and the Educators of Colusa County Office of Education (ECCOE).

11.2 Approve 2023-24 Second Interim Report

Aaron Heinz presented the Second Interim Report for 2023-24, which he said is a snapshot in time to January 31st and is an estimated budget through June 30, 2024. Aaron reported on the General Fund Financial assumptions, which are a summary of the second interim. Under Equipment – Capital Outlay he highlighted monies spent for woodworking equipment, which was bought to be used for a future CTE course, and monies for a possible property purchase and renovation. Under Fund Balance, Aaron drew the Board’s attention to \$2.1 million deficit spending in 2023-24, approximate \$1 million deficit spending in 2024-25, and a return to budget surplus in 2025-26. He said that the \$3 million decrease in fund balance is directly attributed to the purchase of the five portable classrooms, as well as the possible property purchase and renovation. Aaron clarified that the county office is using assets from one accounting category to purchase assets in a different accounting category. Aaron also reported on the Certification of Interim Report form that that indicates a positive certification for this fiscal year and two years out; on the Summary of Unrestricted/Restricted Revenues, Expenditures, and Changes in Fund Balance form and the Multiyear Projections Unrestricted/Restricted form, both of which show the two-year deficit and then the return to surplus in year three that was discussed earlier. Aaron drew the Board’s attention to the description of the Foundation for Private Purpose Trust Fund 73, specifically the final sentence, “This fund is used for scholarships for the CCOE Agriculture Educational Foundation” that should continue on to say, “as well as other County Board approved scholarships.” He said that the language will be added to future budgets. Discussion was held on held on an acceptable percentage of salary and benefits in the budget, and Aaron said that for COEs the percentage should be below 85%.

Ed Conrado/Moved, Cristy Edwards/Seconded, and the motion carried four ayes, one absent (Brenda Miller) to approve the 2023-24 Second Interim Report.

Draft

11.3 Statement of Economic Interests Form 700 due April 1, 2024

Tina Maxwell reminded the Board that the 2024 Statement of Economic Interests Form 700 that she sent to them on February 26th is due back to her on April 1, 2024.

11.4 2023-24 County Superintendent Salary and HDV Cap

Ed Conrado reported that he and Cristy Edwards will meet next week to determine the next steps.

12.0 ADVANCED PLANNING

12.1 Items to be Considered for the Next Board Meeting

CSBA Region 4 Update Letter from County Representative David Patterson

12.2 Next Regular Board Meeting

April 10, 2024, 4:00 p.m.
345 5th Street, Colusa, Large Conference Room

13.0 ADJOURNMENT

The meeting adjourned at 4:59 p.m.

Adopted and Entered

Respectfully Submitted

Serena Morrow, President
Colusa County Board of Education

Michael P. West, County Superintendent
and Secretary, Colusa County Board of Education

ACRONYMS

501(c)(3)	The portion of the US Internal Revenue Code that allows federal tax exemption of nonprofit organizations, specifically those that are considered public charities, private foundations or private operating foundations
AB	Assembly Bill
ALFA	And Literacy for All Initiative
BP	Board Policy
CCBE	California County Boards of Education
CCOE	Colusa County Office of Education
CCS	California County Superintendents (formerly known as CCSESA)
COE	County Office of Education
CSBA	California School Boards Association
CTE	Career Technical Education
DART	District Attendance Review Team
DC	District of Columbia
ECCOE	Educators of Colusa County Office of Education
F2B	Footsteps to Brilliance
GC	Government Code
HDV	Health, Dental, & Vision (in terms of insurance)
IT	Information Technology
LCAP	Local Control and Accountability Plan
MES	Maxwell Elementary School
SARB	School Attendance Review Board
SELPA	Special Education Local Plan Area
SWAA	S. William Abel Academy
UPK	Universal Prekindergarten
VR	Virtual Reality
XRE	Extended Reality Experiences

Appeals of District Expulsions

The Colusa County Board of Education (County Board) shall hear expulsion appeals pursuant to Education Code Sections 48919 through 48926. It is the policy of the County Board to ensure that the constitutional right of due process protection through proper notice, fair hearing, and appeal are complied with unless waived in writing by either the ~~adult student, the parent/guardian of a minor student or a representative thereof~~ pupil or the pupil's parent or guardian. The specific procedures for filing the appeal and for assistance in preparing for the expulsion appeal hearing can be found in the Colusa County Office of Education Expulsion Appeal Handbook prepared by the County Office. The County Board specifically incorporates into Board Policy 5012 the expulsion appeal process and procedures included in the Expulsion Appeal Handbook.

Appeal to County Board

An appeal of a school district governing board's decision to expel a pupil must be received by the County Superintendent's office within thirty (30) calendar days following notice to the pupil of the district governing board's decision to expel.

County Board Hearing

The County Board shall hold an expulsion appeal hearing within twenty (20) school days following the filing by the pupil of a formal request for appeal, unless the pupil or the pupil's parent or guardian requests a postponement. The hearing will not be conducted without a certified copy of the transcript of the school district expulsion hearing. Both the appellant and the local school district governing board will be provided with notices regarding the date, time, and place of the hearing.

The expulsion appeal hearing shall be conducted in closed session, unless the pupil or pupil's parent or guardian requests a public session at least five (5) calendar days prior to the date of the hearing. Whether the hearing is conducted in closed or public session, the County Board may meet in closed session for the purpose of deliberations.

The pupil or pupil's parent or guardian must notify the County Office at least five (5) calendar days before the hearing if legal counsel or a non-attorney adviser will attend the expulsion appeal hearing.

If the County Board admits any representative of the pupil or the school district to the closed session, the County Board shall, at the same time, admit representatives from the opposing party.

Whether the appeal is held in closed or public session, the name of the pupil shall not be disclosed.

The County Superintendent shall preserve the record of the appeal hearing and make a copy available to the district governing board or pupil upon written request.

The County Board shall determine the expulsion appeal of a pupil from the record of the hearing before the district governing board, together with such applicable documentation or regulations as may be ordered. No evidence other than that contained in the record of the proceedings of the ~~school~~ district governing board may be heard unless a hearing de novo (rehearing) is ordered or the pupil is asserting that the evidence was improperly excluded at the hearing, or with reasonable

diligence such evidence could not have been presented at the hearing. It shall be the pupil's responsibility to submit a written transcription for review by the County Board.

Limitations to the Scope of Review

The decision of the County Board shall be limited in scope as follows...

1. Whether the governing board acted without or in excess of its jurisdiction. A proceeding without or in excess of jurisdiction includes, but is not limited to:
 - a. A situation where an expulsion hearing is not commenced within the time periods prescribed by the Education Code;
 - b. A situation where an expulsion order is not based upon the acts enumerated in Education Code Sections 48900, 48900.2, 48900.3 or 48900.4;
 - c. A situation involving acts not related to a school activity or school attendance.
2. Whether there was a fair hearing before the school district governing board.
3. Whether there was a prejudicial abuse of discretion in the hearing. An abuse of discretion is established in any of the following situations:
 - a. If school officials have not met the procedural requirements prescribed by the Education Code;
 - b. If the decision to expel a pupil is not supported by the findings prescribed by Education Code Sections 48915.
 - c. If the findings are not supported by the evidence.
4. Whether there is relevant and material evidence which in the exercise of reasonable diligence, could not have been produced or which was improperly excluded at the hearing before the district governing board.

The County Board may not reverse a decision to expel a student based upon a finding of an abuse of discretion unless the County Board also determines that the abuse of discretion was prejudicial to the pupil.

Where the County Board finds that relevant and material evidence exists which, in the exercise of reasonable diligence, could not have been provided or which was improperly excluded at the hearing before the district governing board, it may do either of the following:

1. Remand the matter to the district governing board for reconsideration and may in addition order the pupil reinstated pending such reconsideration.
2. Grant a hearing de novo upon reasonable notice thereof to the pupil and to the district governing board. The hearing shall be conducted in conformance with the rules and regulations adopted by the County Board.

In all other cases, the County Board shall enter an order either affirming or reversing the decision of the **district** governing board. If the County Board votes to reverse the decision, the County Board may direct the **district** governing board to expunge the records of the pupil and the records of the school district of any reference to the expulsion action. If the County Board votes to reverse the decision, it shall also order that the district reimburse the pupil for any cost of the hearing transcript.

Additional Considerations for Students with Special Needs

If the student being expelled is under an Individual Education Plan or Section 504 Plan at the time of the suspension and/or expulsion, or if a request for assessment was initiated, the district must follow certain procedural requirements in federal and state law.

County Board Decision

The County Board shall render a decision within three (3) school days of the expulsion appeal hearing, unless the student requests a postponement.

The decision of the County Board shall be final and binding upon the pupil and upon the **district** governing board. The pupil and the **district** governing board shall be notified of the final order of the County Board in writing, whether by personal service or by certified mail. The order shall become final when rendered. **There is no further administrative appeal process.**

If the County Board reverses the district governing board's decision, it may direct the district governing board to expunge all references to the expulsion action from the district and student's records, and the expulsion shall be deemed not to have occurred.

References:

Education Code

48900 – 48918.5 Suspension and expulsion

48919 – 48927 Expulsion appeals to county boards of education

Government Code

54950 – 54963 Ralph M. Brown Act

Publications

Colusa County Office of Education Expulsion Appeal Handbook

Colusa County Office of Education Expulsion Appeal Parent Packet

Adopted: April 9, 1997

Reviewed: January 13, 1999, November 8, 2006, December 13, 2017

Revised: May 8, 2024

Conflict of Interest and Ethics Training

The Colusa County Board of Education (Board) Members shall adhere to all the provisions of the Government Code, the California Code of Regulations, and the Education Code.

Conflict of Interest

County Board of Education Members shall file a full Statement of Economic Interests (Form 700) annually with the Colusa County Office of Education (County Office), disclosing reportable investments, business positions, interest in real property, and income held or received at any time during the previous calendar year or since the date the Board Member took office if during the calendar year.

California Fair Political Practices Commission regulations (CCR, Title 2, Sec. 18730) contain the terms of the County Office's Conflict of Interest Code, which must be reviewed at least every other year – in even-numbered years and may be referenced at www.fppc.ca.gov.

Those listed in this policy must disqualify themselves from making, participating in the making, or using their official position to influence the making of any decision when that person has a financial interest as defined in Government Code Section 87103, and which it is reasonably foreseeable may be affected materially by the decision.

Form 700s shall be filed with the County Office, which will make the statements available for public inspection and reproduction. Upon receipt of the statements, the County Office shall retain original statements for seven years, and copies for four years.

All persons required to file a Form 700 are also required to file a Form 700 within 30 days after assuming office for the 12 months before the date of assuming office or the date of being appointed, and shall file an annual statement by April 1 of each year thereafter.

All persons required to file a Form 700 are also required to file a Form 700 within 30 days after leaving office during the period between the closing date of the last statement required to be filed and the date of leaving office.

The Political Reform Act places restrictions on the post-governmental activity of those who leave office. Local elected officials face a one-year ban prohibiting them from appearing before or communicating with their former agency in an attempt to influence the agency's decisions in an administrative action. Additionally, local elected officials who are anticipating leaving governmental service are restricted from attempting to influence their prospective employment opportunities while working for a government agency.

In addition, the County Superintendent designates the following to file a full Statement of Economic Interests (Form 700) annually with the County Office:

County Superintendent
Deputy Superintendents
Associate Superintendents
Assistant Superintendents

Ethics Training

As of January 1, 2025, Board Members shall receive at least two hours of training in general ethics principles and ethics laws relevant to their public service every two years. The ethics training must be sanctioned by both the Fair Political Practices Commission and the California Attorney General. The County Office will maintain records indicating the date that Board Members successfully completed the training and the entity that provided the training.

References:

Superintendents Policies and Procedures

2300 Conflict of Interest

Education Code

35230-35240 Corrupt practices

Government Code

1090-1099 Prohibitions applicable to specified officers

1125-1128 Incompatible activities

53234-53235.2 Ethics training

81000-81015 Political Reform Act of 1974 General

82000-82054 Political Reform Act of 1974 Definitions

84100-84513 Campaign Disclosure

84600-84616 Online Disclosure Act of 1997

87100-87500 Conflicts of interest

91000-91014 Enforcement

California Code of Regulations (CCR) Title 2 – Administration

Division 6 - Fair Political Practices Commission

Chapter 7 - Conflicts of Interest

Article 1, 18700 – 18720 Conflicts of interest: General prohibition

Article 2, 18722 – 18740 Disclosure

Article 2.5, 18741.1 – 18747 Post-employment laws

Article 3, 18750 - 18760 Conflict of interest codes

Adopted: December 15, 1994

Reviewed: March 10, 1999

Revised: February 11, 2004, April 9, 2008, October 13, 2010, April 8, 2020, March 9, 2022,
May 8, 2024

(This Board expulsion procedural format script is to be used in the absence of CCOE legal counsel participation in the appeal)

Colusa County Board of Education Expulsion Appeal Procedural Format

in the matter of

Pupil (student #) Grade

1. Confirm Taping

"This hearing is being recorded."

2. Begin Recording

3. Board President Calls the Hearing to Order and Declares:

"I am (name) _____ and I am the chairperson for this hearing."

"The purpose of this meeting is to conduct a hearing in the matter of an appeal of the expulsion of _____ from the _____ Unified School District. The appeal will be held in closed session (or open session) and will be conducted pursuant to the provisions of the California Education Code beginning with Section 48919."

State time, date, and place of the hearing:

"Let the record show that this appeal is being held at _____ p.m./a.m. on _____, at the administrative office of the Colusa County Office of Education located at 345 5th Street, in Colusa, California".

4. For the Record

"Appellant: _____ a _____ grade student will be represented by _____ (parent(s), guardian(s) and/or attorney(s)).

Respondent: _____ Unified School District will be represented by _____.

Records and supporting documents, which include the Expulsion Appeal Request Form, any brief submitted by the appellant and a transcript of the hearing conducted by the Governing Board of the School District have been properly filed by the appellant. A reply brief, along with other documents in support of the expulsion order, have been properly submitted by respondent school district.

All submitted records and supporting documents are presently before the Board."

5. "The expulsion action by the governing board took place on _____.

The appellant's formal notice of appeal was filed on the Colusa County Expulsion Appeal Request form and was submitted to this Board in timely fashion on _____.

It is the Chair's understanding that this matter is being appealed on grounds that would permit this Board to affirm or reverse the decision of the local governing board."

6. "The order of oral argument shall be as follows:

- a. The appellant will present first.
- b. Then the respondent will present.
- c. Finally, the appellant may give a closing statement if he/she so chooses.

Pursuant to the provisions of section 48920 of the California Education Code, following the completion of oral arguments, the Board will meet in closed session for the purpose of deliberating on this matter. At that time, representatives of the appellant and of the respondent district will be excluded.

Are there any questions from either party regarding the hearing procedure?"

7. "Pupil's representative, you may address the Board."

(Presentation of oral argument by appellant).

8. "District's representative, do you wish to make a closing argument?"

(Presentation of oral argument by the respondent).

9. "Pupil's representative, do you wish to make a closing argument?"

10. "Do members of the Board have any questions for the appellant or the respondent?"

11. "Hearing no other questions from the Board, the members of the Board will now retire to a closed session to deliberate [note time]"

Everyone except the Board and its representatives leave.

Note 1: The Board then discusses, moves, seconds, and votes on action to be taken with respect to the decision of the School District governing board to expel the appellant.

Note 2: In the event of a REVERSAL, the Board has the option of ordering an expungement of the records of the pupil and the district of any reference to the expulsion. In addition, the County Board must direct the local board to reimburse the appellant for any costs the appellant had to bear for a written transcript of the record.

Sample motions which may result after discussion and deliberation are as follows:

- a. I move that this Board AFFIRM the decision of the _____ School Board to expel _____ for the following reasons:
 - i.
 - ii.
 - iii.

if school district's decision is not supported by the findings

- b. The Colusa County Board of Education determined the decision of the governing board is not supported by the findings required to be made by EC § 48915, **but** that evidence supporting the required findings exists in the record of the proceedings and I move that this expulsion is AFFIRMED and is remanded back to the _____ School Board to make the findings required in EC § 48915. Further this remand back to make the findings required in EC § 48915 will not result in a new expulsion hearing, and final action to expel the pupil based on the revised findings of fact shall meet all notification and expulsion record requirements in EC § 48918.

- c. I move that this Board REVERSE the decision of the _____ School Board in expelling _____ for the following reasons:
 - i.
 - ii.
 - iii.

and if order is reversed – may

I also move that all pupil and school records regarding this expulsion action be expunged.

and if order is reversed – will

Further, the _____ School District is to reimburse the pupil for any costs he/she may have had to bear in producing the written transcript of the district hearing.

- d. I move that this expulsion action be remanded to the _____ School District to consider the relevant and material evidence that was not considered in the expulsion hearing.

or

Relevant and material evidence was not considered in the expulsion hearing and I move to grant a hearing de novo upon providing reasonable notice to the pupil and to the governing board. The hearing will be conducted in conformance with the rules and regulations adopted by the county board under Education Code 48919.

The motion is seconded and the Board votes [note number of votes, not names].

12. Return to Open Session [note time]

13. Report Action Taken in Closed Session

“The County Board voted during closed session to
(read the Board action).

The decision of the County Board is final and binding upon the pupil and upon the district governing board. The pupil and the district governing board will be notified of the final order of the County Board in writing. There is no further administrative appeal process.

This hearing is adjourned [note time].”

(This Board Order template is to be used in the absence of CCOE legal counsel participation in the appeal – Delete this note prior to publication)

**BEFORE THE COLUSA COUNTY BOARD OF EDUCATION
 COLUSA COUNTY, CALIFORNIA**

In the Matter of the Expulsion of _____) **FINDINGS,**
 _____) **DECISION AND ORDER**
 _____)
 and _____) Date:
 _____) Time:
 _____ Unified School District) Place: Colusa County Office of Education

Introduction

The Expulsion Appeal of _____, was heard by the Colusa County Board of Education on _____, 20___. Appellant _____, was represented by counsel _____. Respondent _____ Unified School District was represented by _____. The Board having examined the record of the District’s expulsion hearing, the written arguments of counsel for each party, the oral arguments of each party, now hereby renders the following findings and order:

Findings

(Include whichever findings are applicable – more than one may be selected)

1. The Governing Board of _____ Unified School District acted without or in excess of its jurisdiction over _____ because:
 - The expulsion hearing was not commenced within the time periods prescribed by law.
 - The expulsion order was not based upon the acts enumerated in Education Code Sections 48900, 48900.2, 48900.3, 48900.4, or 48900.7.
 - The situation did not involve acts related to a school activity or attendance.

2. The Governing Board of _____ Unified School District denied a fair hearing to _____ in that: ~~*(include description of facts indicating that the hearing was unfair, e.g., the pupil was not allowed to present material evidence on his/her own behalf);*~~
 - The District did not provide the parent written notice of the hearing 10 calendar days before the date of the hearing.
 - The District did not notify the parent of their right to be represented by an advocate or legal counsel.
 - The District did not give the parent a reasonable opportunity to present the evidence to deny, explain or mitigate the allegation(s).

3. The Governing Board of the _____ Unified School District committed a prejudicial abuse of discretion in the expulsion hearing in that: *(include all which apply)*
 - The District did not meet the procedural requirements for expulsion under the Education Code.
 - The decision of the Governing Board was not supported by the findings as required by the Education Code.
 - The findings made by the Governing Board were not supported by substantial evidence as required.
4. The District record of the proceedings shows that the decision of the governing board is not supported by the findings required to be made by EC § 48915, but that evidence supporting the required findings exists in the District record and the County Board will remand the matter back to the Governing Board to make the findings required in EC § 48915. Any remand back to make the findings required in EC § 48915 will not result in a new expulsion hearing.
5. There is relevant and material evidence which was improperly excluded in the hearing before the District, namely *(describe the evidence that was offered at the hearing but was not allowed to be included)*.
6. There is relevant and material evidence which, in the exercise of reasonable diligence, could not have been produced, namely *(describe the evidence, why it could not reasonably have been produced at the hearing, e.g., testimony by another pupil that the appellant was in another part of the campus at the time of the offense, which witness was not known to appellant until after the hearing)*.

Order

The Colusa County Board of Education hereby orders that that the appeal of _____ be denied and that the decision of expulsion of the Governing Board of the _____ Unified School District is affirmed. **and if Finding 4**

Further the Colusa County Board of Education determined that in the expulsion of _____, the decision of the governing board is not supported by the findings required to be made by EC § 48915, but that evidence supporting the required findings exists in the record of the proceedings and hereby remands the matter back to the Governing Board of the _____ Unified School District to make the findings required in EC § 48915. This remand back to make the findings required in EC § 48915 will not result in a new expulsion hearing, and final action to expel the pupil based on the revised findings of fact shall meet all notification and expulsion record requirements in EC § 48918.

1. The Colusa County Board of Education hereby orders that the appeal of _____ be **granted and** the expulsion decision of the Governing Board of the _____ Unified School District be reversed. **or**

or if Finding 5

2. In light of the new (or excluded) evidence, The Colusa County Board of Education

either

remands this matter to the Governing Board of the _____ Unified School District ~~to reconsider the matter and either deny the recommendation to expel~~ for reconsideration and in addition may order the pupil reinstated pending the reconsideration.

or

grants the pupil a new hearing de novo following the same rules and regulations that govern the original expulsion appeal hearing.

and if order is reversed – may

3. The Board ~~further orders~~ directs the District to expunge this expulsion from the record of the student.

and if order is reversed – will

4. The District is ordered to reimburse the parents for the cost of the record before the District.

The motion to adopt the Order of the County Board was moved and seconded and adopted by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

Date: _____

Colusa County Board of Education

By: _____

[Name]

Clerk of the Colusa County Board of Education

Reviewed: April 9, 2008

Revised: May 8, 2024

Policy and Procedures Manual
Colusa County Board of Education
Operating Procedures

BOP 5012.00
Page 1 of 2
Exhibit A

(Letter to Pupil - Receipt of Appeal Request)

Dear _____:

On _____, the Colusa County Office of Education received notification that you intended to file an expulsion appeal on behalf of _____, a student in the _____ School District.

To facilitate the hearing of this appeal:

1. Complete and return the enclosed "Expulsion Appeal Request Form" to Colusa County Office of Education.
2. Deliver a copy of the completed form to the school district that conducted the expulsion with a completed proof of service by mail (attached).
3. Request a copy of the transcript of the expulsion hearing and copies of supporting documents that were used in the hearing from the school district. The district must provide these documents within ten (10) schooldays of your request. You are responsible for paying the cost of transcribing the transcript and copying the supporting documents unless you "cannot reasonably afford the cost of the transcript because of limited income or exceptional necessary expenses or both" (Education Code 48921). Should the county board reverse the expulsion order; the local school board will reimburse the pupil for the cost of the transcript.

The supporting documents from the district must include the following:

- Notice of hearing sent to the pupil and record of receipt.
- If the hearing was conducted before a hearing officer or panel, the findings of fact and recommendations of the hearing officer or panel.
- Minutes of the meeting at which the governing board took action to expel the pupil.
- Policies, regulations and procedures adopted by the governing board relating to the conduct of hearings on the question of the expulsion of a pupil.
- Statement of whether there exists relevant evidence which, in the exercise of reasonable diligence, could not have been produced or which was excluded at the hearing. If such evidence exists, then a full description of it and the reasons for exclusion.

Please carefully read the attached "Expulsion Appeal Request Form" and pay particular attention to Section VII which refers to your rights and obligations under the California Education Code. We have included a copy of the procedures followed by the County Board when hearing appeals.

If you have any questions regarding the process of appealing an expulsion, please call the Colusa County Office of Education. The County Office cannot give you legal advice or discuss the merits of your case. The County Office will facilitate a settlement conference discussion should both parties so desire.

If you feel that you need the assistance of an attorney, please be advised that you are entitled to have such representation at these proceedings. The County Office, however, represents neither party on this appeal and cannot make specific recommendations of attorneys for this purpose.

Please remember that time is of the essence in this matter. You have thirty (30) calendar days from the date the governing board decided to expel the pupil to file this appeal. A Board of Education appeal hearing will then be scheduled within twenty (20) school days from the filing date.

Sincerely,

Enclosures:

Expulsion Appeal Request Form
Proof of Service by Mail
Expulsion Appeal Policy
Education Code Sections 48900 (a)-(o) and 48900.2, 48900.3, 48900.4

COLUSA COUNTY OFFICE OF EDUCATION
EXPULSION APPEAL REQUEST FORM

If you wish to file an appeal from the decision to expel the pupil, you must complete and return this form to both the County Office of Education and to the school district that conducted the expulsion. The County Office of Education is located at 345 5th Street, Colusa, California; its telephone number is (530) 458-0350. **READ CAREFULLY**

I. INFORMATION ON THE PUPIL APPEAL EXPULSION

- A. Name of Pupil: _____
- B. Name of Parent/Guardian: _____
- C. Address: _____

- D. Phone Nos. (Home) _____ (Work) _____
- E. Attorney/Representative of Pupil (If any):

II. INFORMATION ON DISTRICT EXPULSION

- A. School District: _____
- B. School of Attendance: _____
- C. Grade Level of Pupil: _____
- D. Date of Suspension: _____
- E. Date of Expulsion Hearing: _____
- F. Date of District Governing Board Decision to Expel: _____

III. GROUNDS FOR EXPULSION (Circle Applicable Section(s))

- A. Education Code 48900 a, b, c, d, e, f, g, h, I, j, k, l, m, n, and o
- B. Education Code 48900.2, 48900.3 and 48900.4
- C. Other

IV. BRIEF FACTUAL BACKGROUND OF INCIDENT OR INCIDENTS INVOLVED IN THE EXPULSION

V. ATTACH A COPY OF ALL WRITTEN MATERIALS IN YOUR POSSESSION PERTAINING TO YOUR APPEAL. This material should include all correspondence with the school district, all formal documents involved in the suspension and expulsion process (including formal notices and decisions to expel), and all other relevant documents. In addition, a transcript of the expulsion hearing must be filed by you with the County Office immediately upon its receipt from the school district. You should request a copy of transcript from the school district immediately.

VI. IDENTIFY WHICH OF THE FOLLOWING GROUNDS ON WHICH YOU ARE REQUESTING THE APPEAL WITH A BRIEF EXPLANATION OF EACH AS IT RELATES TO YOUR CASE

(1) Whether the governing board acted without or in excess of its jurisdiction. A proceeding without or in excess of jurisdiction includes, but is not limited to, a situation where an expulsion hearing is not commenced within the time periods prescribed by law, a situation where an expulsion order is not based upon the misconduct defined in the Education Code, or a situation involving misconduct not related to school activity or attendance.

(2) Whether there was a fair hearing before the governing board.

(3) Whether there was a prejudicial abuse of discretion in the hearing. An abuse of discretion is established in any of the following situations:

- (a) If school officials have not met the procedural requirements of the suspension and/or expulsion provisions in the Education Code.
- (b) If the decision to expel a pupil is not supported by the findings prescribed by Section 48915.
- (c) If the findings are not supported by the evidence.

(4) Whether there is relevant and material evidence which, in the exercise of reasonable diligence, could not have been produced or which was improperly excluded at the hearing before the governing board.

VII. OTHER RIGHTS AND OBLIGATIONS

- A. You must file the appeal with the County Board within 30 calendar days of the school district governing board's decision to expel. (Ed. Code 48919).
- B. The County Board will hold the hearing on the appeal within 20 schooldays following the filing of this formal request for appeal (Ed. Code 48919).
- C. The County Board will make its decision either at the time of the hearing or within three schooldays of the hearing, unless the pupil requests a postponement. (Ed. Code 48919).
- D. It shall be the responsibility of the pupil to submit a written transcript of the expulsion hearing to the County Board. Using this form, a transcript should be requested immediately from the school district.
- E. The rules and regulations adopted by the County Board are attached to this form. These are the procedures that will be followed by all parties to this appeal and the County Board in conducting the hearing. (Ed. Code 48919).
- F. The County Board shall hear in closed session unless the pupil makes a written request to the County Board that the appeal be held in a public meeting. Such a request must be received at least five (5) calendar days prior to the hearing. (The Board may meet in closed session to deliberate the appeal or matters arising therefrom both during or after presentation of the arguments, excluding both parties and their representatives while they do so). (Ed. Code 48920)
- G. The County Board shall determine the appeal from the expulsion upon the record of the hearing before the school district governing board, the administrative panel, or hearing officer unless a "de novo" hearing is ordered. Where another hearing is not ordered by the Board, applicable documents and regulations will also be considered but no additional evidence (unless the evidence is claimed to have been improperly omitted from the hearing) will be considered. (Ed. Code 48921)

Submitting a copy of this formal expulsion appeal to the school district also constitutes a request to the district for a copy of written transcripts and supporting documents from the district, if such request has not already been made. The school district must provide the pupil with the written transcripts, supporting documents, and records within ten (10) schooldays following this request. Upon receipt, the pupil shall file a copy of the transcript with the County Board.

Date: _____, 20__

Signature of Parent/Guardian/Representative/Pupil

PROOF OF SERVICE BY MAIL -- CCP 1013a, 2015.5

I declare that:

I am (a resident of/employed in) the county of _____, California.
(county where mailing occurred)

I am over the age of eighteen years and not a party of the within entitled cause;
my (business / residence) address is:

On _____, I served the attached _____
(Date)

_____ on the _____

in said cause, by placing a true copy thereof enclosed in sealed envelope with
postage thereon fully prepaid, in the United States mail at
_____ addressed as follows:

I declare under penalty of perjury under the laws of the State of California that the
foregoing is true and correct, and that this declaration was executed on
_____, at _____ California
(date) (place)

(type or print name)

Signature

Revised: November 8, 2006
Reviewed: December 13, 2017

SUPT. SALARY	Worksheet 3/15/	Work days		Salary		Daily Rate			
Current CCOE Supt.		230		180,735		786			
5 Contiguous County Supts.		220		206,244		936			
13 North Ca. County Supts.		224		181,163		812			
4 Colusa District Supts.		225		172,924		769			
CCOE Supt Salary Range Steps									
	Current Salary	Step 1	Proposed	Step 2		Step 3		Step 4	Step 5
Salary	180,735	189,772	198,808	199,261		209,224		219,685	230,669
\$ increase		9,037	18,073	9,489		9963		10,461	10,984
% Increase	8%		10%						
Daily Rate	786	825	864	866		909		955	1,003
Salary History									
2008/09- 0%	2009/10- 0%	2010/11- 0%	2011/12- 0%	2012/13- 3%*	2013/14- 3%	2014/15- 0%	2015/16- 0%		
2016/17- 4%	2017/18- 7%	2018/19- 7%	2019/20- 5%	2020/21-3%*	2021-22-3%+3%	2022-23-+8%	2023-24????		
*Off Schedule- One time									
Other current Compensation-Benefits				Proposal for 2023-2024:					
Health and Welfare \$10,750				10% Salary increase \$18,073 to \$198,808 Daily rate: \$864					
Auto Stipend \$3,000				Additional \$500 towards Health and Welfare					

Superintendent Salary Survey 23/24

Class VII Counties	Work Days	Salary	Daily Rate
Calaveras	220	\$150,000	\$681
Glenn	225	\$191,000	\$848
Inyo	215	\$182,000	\$847
Lassen	225	\$156,387	\$695
Modoc	215	\$146,972	\$683
Mono	200	\$189,581	\$947
Siskiyou	230	\$186,500	\$810
Trinity	220	\$170,667	\$775
Tuolumne	225	\$161,523	\$717
Amador	225	\$242,000	\$1,075
*Del Norte	224	\$208,339	\$930
*Mariposa	261	\$166,100	\$636
*Plumas	225	\$204,048	\$907

Average Class VII Counties	224	\$181,163	\$812
----------------------------	-----	-----------	-------

Colusa COE	230	\$180,735	\$785
------------	-----	-----------	-------

District	Work Days	Salary	Daily Rate
Colusa Unified	224	\$159,470	\$711
Maxwell Unified	225	\$143,380	\$637
Pierce Joint Unified	225	\$205,307	\$912
Williams Unified	225	\$183,540	\$815

Average Colusa Co District St	225	\$172,924	\$769
-------------------------------	-----	-----------	-------

Colusa COE	230	\$180,735	\$785
------------	-----	-----------	-------

Contiguous Counties	Work Days	Salary	Daily Rate
Butte	224	\$226,680	\$1,011
Glenn	225	\$191,000	\$848
Lake	217	\$205,448	\$946
Sutter	220	\$192,780	\$876
Yolo	215	\$215,314	\$1,001

Average Contiguous Superint	220	\$206,244	\$936
-----------------------------	-----	-----------	-------

Colusa COE	230	\$180,735	\$785
------------	-----	-----------	-------

*Del Norte, Mariposa and Plumas Countys are 3 of 5 county/unified school districts; most of the salary is paid by the district.

Verified 03/30/2023

Superintendent Salary Survey 23-24

COUNTY/ DISTRICT	ANNUAL WORK DAYS/YEAR	ANNUAL SALARY	ANNUAL CAR ALLOWANCE	ANNUAL H/D/V CAP	ANNUAL MASTER'S DEGREE STIPEND	ANNUAL DOCTORATE DEGREE STIPEND	ANNUAL ACSA DUES PAID	ANNUAL CELL PHONE	ANNUAL OTHER	ANNUAL TOTAL SALARY
Amador	225	\$ 242,000.00	\$ 6,000.00	\$ 10,050.00	\$ 1,344.00	\$ 2,351.00	\$ -	\$ -	\$0	\$ 261,745.00
Butte	224	\$ 226,680.00	\$ 600.00	\$ 15,062.88	\$ -	\$ -	\$ -	\$ 720.00	\$ 50,000.00	\$ 293,062.88
Calaveras	220	\$ 150,000.00	\$ -	\$ 11,500.00	\$ -	\$ 2,700.00	\$ -	\$ 600.00	\$ -	\$ 164,800.00
Colusa COE	230	\$ 180,735.00	\$ -	\$ 10,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 191,485.00
Colusa USD	224	\$ 159,470.00	\$ 2,400.00	\$ 10,823.76	\$ 1,500.00	\$ 2,000.00	Yes	\$ 600.00	\$ -	\$ 176,793.76
Del Norte	224	\$ 208,339.33	\$ -	\$ 14,550.00	\$ 500.00	\$ -	Yes	\$ 250.00	\$ -	\$ 223,639.33
Glenn	225	\$ 191,000.00	\$ -	\$ 13,968.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 204,968.00
Inyo	215	\$ 182,000.00	\$ -	\$ -	\$ 500.00	\$ -	\$ 1,895.64	\$ -	\$ -	\$ 184,395.64
Lake	217	\$ 205,448.00	\$ -	\$ 15,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,948.00
Lassen	225	\$ 156,387.00	\$ -	\$ 13,200.00	\$ -	\$ -	Yes	\$ 780.00	\$ -	\$ 170,367.00
Mariposa	261	\$ 166,100.00	\$ -	\$ 14,000.00	\$ 1,500.00	\$ 1,500.00	Yes	\$ -	\$ 17,860.00	\$ 200,960.00
Maxwell USD	225	\$ 143,379.60	\$ -	\$ 10,120.00	\$ -	\$ -	Yes	\$ -	\$ -	\$ 153,499.60
Modoc	215	\$ 146,971.92	\$ -	\$ 14,700.00	\$ 1,500.00	\$ -	\$ 1,322.75	\$ -	\$ -	\$ 164,494.67
Mono	200	\$ 189,581.00	\$ -	\$ 31,973.10	\$ -	\$ -	\$ 1,670.48	\$ -	\$ -	\$ 223,224.58
Pierce Joint USD	225	\$ 205,307.00	\$ -	\$ 11,188.00	\$ 1,000.00	\$ -	\$ 1,956.01	\$ -	\$ -	\$ 219,451.01
Plumas	225	\$ 204,048.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 204,048.00
Siskiyou	230	\$ 186,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 186,500.00
Sutter	220	\$ 192,780.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192,780.00
Trinity	220	\$ 170,667.24	\$ -	\$ 17,270.88	\$ -	\$ -	Yes	\$ 360.00	\$ -	\$ 188,298.12
Tuolumne	225	\$ 161,523.00	\$ -	\$ 11,004.00	\$ -	\$ -	\$ -	\$ 600.00	\$ 8,000.00	\$ 181,127.00
Williams USD	225	\$ 183,540.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	YES	\$ -	\$ -	\$ 185,540.00
Yolo	215	\$ 215,314.00	\$ -	\$ 9,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,200.00	\$ 226,514.00



COLUSA COUNTY OFFICE OF EDUCATION

Michael P. West, County Superintendent of Schools
345 5th Street, Suite A, Colusa CA 95932 ♦ www.ccoe.net
mwest@ccoe.net ♦ p 530.458.0350 ♦ f 530.458.8054

11.6

TO: Colusa County Office of Education Board of Trustees

FROM: Sabrina Myers, Director of Human Resources

DATE: March 28, 2024

SUBJECT: Health/Dental/Vision (H/D/V) Employer Contribution 2023-2024

A Tentative Agreement has been signed by the County Superintendent, the Educators of Colusa County Office of Education (ECCOE) and the Colusa County Education Support Professionals (CCESP), to increase the annual H/D/V employer contribution from \$10,750 annually to \$11,250 annually. The increase took effect October 1, 2023.

With this in mind, it is my recommendation that the Board of Trustees consider taking action to increase the County Superintendent and Board of Trustees' annual H/D/V employer contribution to \$11,250 effective July 1, 2023.

For your consideration, I have attached a copy of the premium cost spreadsheet that details the monthly cost to both the County Superintendent and Board of Trustees at the employer contribution rate of \$11,250 annually.

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

County Superintendent Premium Rate Sheet - 10/1/23 to 9/30/24

CVT - Medical, Dental and Vision Insurance - Employee +1

CVT Plan Year for Rates is October 1, 2023 to September 30, 2024

	Plan 1A-SE1	HDHP-3
Medical - Empl+One	2,275.00	1,073.00
Dental - Basic/Unlimited/3	109.66	109.66
Vision - Plan C	24.29	24.29
Sub Total	2,408.95	1,206.95
Months Covered	12	12
Yearly Total	28,907.40	14,483.40
CCOE Paid Annual Cap	11,250.00	11,250.00
Employee Pays Yearly	17,657.40	3,233.40
Employee Pays Monthly (12 Months)	\$1,471.45	\$269.45

Worst Case Individual	17,657.40	3,233.40
Max Individual out of pocket	1,250.00	6,250.00
	18,907.40	9,483.40

Worst Case Family	17,657.40	3,233.40
Max Individual out of pocket	2,500.00	12,500.00
	20,157.40	15,733.40

Board Approval



**Colusa County Office of Education
Board Member**

TCSIG - Medical, Dental and Vision Insurance Board Only
23-24 Fiscal Year coverage July 1, 2023 to June 30, 2024

7/1/23 to 6/30/24 - 12 months	Premier	Standard	Basic	CDHP
Medical	\$ 931.00	\$ 776.00	\$ 668.00	\$ 473.00
Dental D2	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00
Vision Plan B	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00
Total Monthly Premium	\$ 996.00	\$ 841.00	\$ 733.00	\$ 538.00
less CCOE Paid Monthly Cap*	\$ (937.50)	\$ (937.50)	\$ (937.50)	\$ (937.50)
TOTAL	\$ 58.50	\$ (96.50)	\$ (204.50)	\$ (399.50)
Board Member Pays Monthly (12 Months)	\$ 58.50	\$ (96.50)	\$ (204.50)	\$ (399.50)

*Cap is \$11,250 Annually / \$937.50 Monthly

Board Member will not be compensated for underutilized annual employer contribution benefit (Cap).

3/28/2024

Board Approval

**Colusa County Office of Education
Board Member**

**TCSIG - Medical, Dental and Vision Insurance Board +1
23-24 Fiscal Year coverage July 1, 2023 to June 30, 2024**

7/1/23 to 6/30/24 - 12 months	Premier	Standard	Basic	CDHP
Medical	\$ 1,862.00	\$ 1,552.00	\$ 1,336.00	\$ 946.00
Dental D2	\$ 101.00	\$ 101.00	\$ 101.00	\$ 101.00
Vision Plan B	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
Total Monthly Premium	\$ 1,983.00	\$ 1,673.00	\$ 1,457.00	\$ 1,067.00
less CCOE Paid Monthly Cap*	\$ (937.50)	\$ (937.50)	\$ (937.50)	\$ (937.50)
TOTAL	\$ 1,045.50	\$ 735.50	\$ 519.50	\$ 129.50
Board Member Pays Monthly (12 Months)	\$ 1,045.50	\$ 735.50	\$ 519.50	\$ 129.50

*Cap is \$11,250 Annually / \$937.503 Monthly

3/28/2024

Board Approval

**Colusa County Office of Education
Board Member**

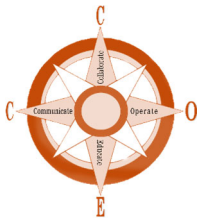
TCSIG - Medical, Dental and Vision Insurance Board + Family
23-24 Fiscal Year coverage July 1, 2023 to June 30, 2024

7/1/23 to 6/30/24 - 12 months	Premier	Standard	Basic	CDHP
Medical	\$ 2,514.00	\$ 2,095.00	\$ 1,804.00	\$ 1,277.00
Dental D2	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00
Vision Plan B	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
Total Monthly Premium	\$ 2,693.00	\$ 2,274.00	\$ 1,983.00	\$ 1,456.00
less CCOE Paid Monthly Cap*	\$ (937.50)	\$ (937.50)	\$ (937.50)	\$ (937.50)
TOTAL	\$ 1,755.50	\$ 1,336.50	\$ 1,045.50	\$ 518.50
Board Member Pays Monthly (12 Months)	\$ 1,755.50	\$ 1,336.50	\$ 1,045.50	\$ 518.50

*Cap is \$11,250 Annually / \$937.50 Monthly

3/28/2024

Board Approval



COLUSA COUNTY OFFICE OF EDUCATION

Michael P. West, County Superintendent of Schools
345 5th Street, Suite A, Colusa CA 95932 ♦ www.ccoe.net
mwest@ccoe.net ♦ p 530.458.0350 ♦ f 530.458.8054

11.7

Draft

April 10, 2024

Via Email (agonzalez@csba.org) and US. Mail Delivery

Albert Gonzalez
CSBA Executive Committee, President
3251 Beacon Boulevard
West Sacramento, CA 95693

Dear CSBA President Gonzalez:

This letter is written at the request of the Colusa County Board of Education to express our very serious concerns with the action taken by CSBA's Board of Directors on November 29, 2023, to dismantle CCBE by revoking its status as a "Section" of CSBA.

We strongly object to both the manner as well as the substance of the action by the CSBA's Board of Directors. We also believe the actions harm CSBA's ability to serve its county board members and risk significantly harming CSBA's leadership role and standing.

Our concerns mirror those expressed in the March 21, 2024, letter to CSBA from the Placer County Board of Education (a copy of which is enclosed) and include the following points.

Failure of Transparency, Process and Disrespect to its Members

The CSBA Board erased more than six decades of CCBE service to county board members within CSBA without any warning or notice to its county boards of education members. In our opinion there was no existential problem or crisis that required the CSBA Board to dissolve CCBE in secret, without any notice to its members, without notification or engagement of the Delegate Assembly, and without opportunities to discuss and collaboratively resolve whatever issues may have existed.

We recognize that the CSBA Board has the ability to amend its governance structure, however, the legal ability to take action is not justification to do so in a fundamentally disrespectful manner to any of its members.

At the CCBE Board of Directors meeting on November 30, 2023, CSBA distributed a document titled "County Boards Services Frequently Asked Questions". In essence this undated document was the means CSBA used to notify California's fifty-eight county board of education that the CSBA Board of Directors had taken action in a private and closed meeting to dissolve CCBE.

The CSBA Board of Directors acted on November 27, 2023, to dismantle CCBE. Three months later there has been no formal communication explaining these actions nor the rationale for them to the fifty-eight county boards of education. In addition, there has been no formal communication from CSBA regarding the membership, responsibilities, and outreach activities of the CSBA staff appointed Transition Working Group.

Draft

County Boards Need an Organization that Represents Their Interest - Not a Service Provider

The title of the CSBA document "County Boards Services Frequently Asked Questions" illustrates a clear challenge. County boards of education need to belong to an organization where they feel ownership; where their needs and interests are valued and where they are effectively represented and protected in the organization's positions and actions. CCBE provided this vehicle within CSBA. What services are or are not provided are moot if the feeling of ownership does not exist. Throughout the CSBA document there is a focus on providing services that somehow will replace the many member driven services that CCBE has historically provided, but this document lacks any commitment to supporting ownership and agency for county boards.

Dismissive of Highly Valued CCBE Activities and Services

The FAQ fails to recognize the value members place on current CCBE activities and services. It speaks of "winding down activities" of highly valued events such as the CCBE annual Spring Governance Training and the highly successful annual conference. It is equally dismissive of the County Trustee Handbook and the support county board members need to fulfill their responsibilities - responsibilities that are significantly different than those of district trustees. The tone of the FAQ is also dismissive of the proper role of the members of the organization to express their needs, instead it is sending a message that "staff will be taking it under advisement...".

CCBE Finances – County Board Member Dues Dedicated to and Directed by County Board Members

CCBE had a Net Reserve Balance of \$137,344 at the end of fiscal year 2022-23. These funds were paid by county boards and the reserve was created by CCBE for the benefit of county boards. We request that CSBA confirm that these funds are restricted to supporting county board only activities.

We have paid the additional dues to belong to CCBE because of the value we received and our participation in the decisions on how our dues would be spent through the governance structure of CCBE. The FAQ lacks any commitment or guarantee that county board members will have any role in determining how their dues will be used, and no commitment to transparency in the use of these funds.

SB-1380: CSBA Sponsoring of Legislation that Reduces County Boards' Authority

A clear and recent example that calls into question CSBA's commitment to protecting the authority of county boards is CSBA's very formal and public step of sponsorship of SB 1380. It took this action without consulting or even informing its county board members. Members of our board found out about CSBA's action by reading a newspaper article announcing the bill. CSBA as an organization has a fundamental obligation to work in the best interest of all its members. It should not pick and choose which members to advantage or disadvantage by its actions. Among other changes, SB 1380 proposes to restrict the authority of its members who are county boards of education in fulfilling their responsibilities for charter schools for the benefit of other CSBA members, members of school districts. This provision needs to be eliminated.

Actions Requested

We believe the most appropriate action by the CSBA Board of Directors would be to rescind its November 29, 2023, decision to dismantle CCBE. If the CSBA Board of Directors does not take that action, we add our voice to the "Requests for Follow-up and Response from CSBA" made by the San Mateo County Board of Education in their February 28, 2024, letter. We request that you address the same issues their letter raises in your response to us as well as the additional issues we raised.

Albert Gonzalez, CSBA Executive Committee, President

Page 3

April 10, 2024

Draft

Thank you for your attention to this important matter,

Sincerely,

Serena Morrow

Colusa County Board of Education

Board President and Trustee Area 3

SM/tsm

Enclosure

cc: *Via Email Delivery*

Vernon Billy, Executive Director CSBA

CSBA Board of Directors

California County Boards of Education Presidents

David Patterson, Ed.D., CSBA Region 4 County Representative