

NAPA COUNTY OFFICE OF EDUCATION
Barbara Nemko, Ph.D., Superintendent

The Napa County Board of Education will hold a regular meeting on Tuesday, September 6, 2022, at 3:30 p.m., at the Napa County Office of Education, 2121 Imola Avenue, Napa, CA. **Members of the public may attend the meeting in-person or virtually. Please view Public Participation information below.**

Board Member will be participating remotely from 565 Sunset Dr., Angwin, CA 94508

This hybrid meeting will be conducted with a mixture of in-person and remote attendance.

<https://napacoe.zoom.us/j/88560524504>

1. ORGANIZATION

A. Call to Order

B. Flag Salute

C. Public Participation

Members of the public are invited to participate in person or can join by computer, tablet, smartphone, or telephone. Remote access can be achieved by following the instructions below:

Join from PC, Mac, Linux, iOS or Android:

You are invited to a Zoom webinar.

When: September 6, 2022 03:30 PM Pacific Time (US and Canada)

Topic: NCOE September 6 Board Meeting

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://napacoe.zoom.us/j/88560524504>

Or One tap mobile:

+16699006833,,88560524504# US (San Jose)

+12532158782,,88560524504# US (Tacoma)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or

+1 646 558 8656 or +1 301 715 8592

Webinar ID: 885 6052 4504

International numbers available: <https://napacoe.zoom.us/j/88560524504>

D. Welcome to Visitors

E. Approval of Agenda

F. Approval of Minutes – August 2, 2022

G. Public Comment

Members of the public wishing to provide public comment must request to be called upon using one of the following options:

i. using the chat feature on the web conference to send a request to meeting hosts, or

ii. using the hand raising feature in the participant panel on the web conference, or hand raising if in-person attendance, or,

iii. emailing a request to jschultz@napacoe.org or smorris@napacoe.org.

Comments by the Public for Items on the Agenda: Anyone may provide public comment to the Board in support of, or in opposition to, any item being presented to the Board for consideration on the agenda during the Board's consideration of the item. Individuals shall be allowed up to three minutes for their presentation.

Comments by the Public for Items NOT on the Agenda: Suggestions, comments, and requests may be presented to the Board at this time, for items not on the agenda, on those subjects over which the Board has jurisdiction. Normally, the Board will take no action on any topic at this time. Individuals shall be allowed up to three minutes for their presentations.

2. ADJOURN TO CLOSED SESSION

The Board will hold a closed session hearing with respect to: Review potential litigation.
Potential cases: 1

3. REPORT FROM CLOSED SESSION

The Superintendent and/or Board members may report miscellaneous items for information purposes.

A. Review potential litigation. Potential cases: 1

4. OPEN SESSION

5. PRESENTATIONS AND PUBLIC HEARINGS

A. The Board shall hold a Public Hearing (in compliance with Education Code section 60119) to encourage participation by parents, teachers, members of the community and bargaining unit leaders on the issue of sufficiency and current content of textbooks and instructional materials as utilized in the 2022-2023 school year. Action will be taken in Item 8.A. (Nancy Dempsey, Director, Juvenile Court and Community Schools)

6. CORRESPONDENCE, COMMUNICATONS, AND REPORTS

The Superintendent and/or Board members may report miscellaneous items for information purposes.

7. CONSENT AGENDA ITEMS

Background information on these items is provided to the Board prior to the meeting. Action is taken by a common motion without discussion unless discussion of an item(s) is requested by a Board member(s).

A. Temporary County Certificates: Education Code Section 44332 authorizes the issuance of Temporary County Certificates for the purpose of authorizing salary payments to employees whose credential applications are being processed. (Julie McClure, Associate Superintendent)

- B. Approval of Resolution 2022-30: Board Member Compensation. Napa County Board of Education Bylaw 9250(a) provides for compensation to its Board members for attending meetings. The Bylaw further provides for compensation to members who miss meetings of the Board while performing designated services for the county or absent because of illness, jury duty or a hardship deemed acceptable by the Board. (Julie McClure, Associate Superintendent)

8. ACTION ITEMS

- A. Board Adoption of Resolution Approval Resolution 2022-31: the Board will be asked to certify (per Agenda Item 5.A.) that the Napa County Office of Education has complied with the requirements of Education code 60119 for the 2022-2023 school year. (Nancy Dempsey, Director, Juvenile Court and Community Schools)
- B. Second Reading and Board Approval Board Bylaw 9323 Meeting Conduct, addition related to Board Public Comment. The Board will be asked to approve Board Bylaw 9323 Meeting Conduct, addition related to Board Public Comment. (Julie McClure, Associate Superintendent)

9. SCHEDULED MATTER

Discussion, review, and direction regarding:

- A. Possible motion of support of state and federal legislative updates and positions on legislation. (Jennifer Kresge, Board Trustee)

10. INFORMATION ITEMS

- A. Personnel Activity Report: vacancies, listing of personnel appointments, terminations, transfers, etc. (Julie McClure, Associate Superintendent)
- B. Budget Update (Josh Schultz, Deputy Superintendent)
- C. Report on Election Status (Gerry Parrott, Board Trustee)

11. ADJOURN TO CLOSED SESSION 5:00 p.m.

The Board will hold a closed session hearing with respect to: Appeal of Denial of Interdistrict Attendance Agreement.

12. REPORT FROM CLOSED SESSION

The Superintendent and/or Board members may report miscellaneous items for information purposes.

- A. Appeal of Denial of Interdistrict Attendance Agreement.

13. OPEN SESSION

14. FUTURE AGENDA ITEMS

15. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION

The next regular meeting of the Napa County Board of Education will be October 4, 2022.

16. ADJOURNMENT

In compliance with the American with Disabilities Act, if special assistance is needed to participate in this meeting, contact the Napa County Office of Education (NCOE) at 253-6810. Notification forty-eight hours prior to the meeting will enable the NCOE to make reasonable arrangements to ensure accessibility to this meeting. I HEREBY CERTIFY THE AGENDA FOR THE STATED MEETING WAS POSTED ON THE NCOE WEBSITE AND IN NCOE'S DISPLAY CASE AT 2121 IMOLA AVENUE, NAPA, CA 94559, and the Napa Preschool site, Friday, August 26, 2022. Informational material is available for review at the NCOE.

Ellen Sitter, Recording Secretary
NCOE Board of Education

MEETING OF THE NAPA COUNTY BOARD OF EDUCATION

Tuesday, August 2, 2022

Members present

Gerry Parrott, Jean Donaldson, Don Huffman

Remote Attendance: Sindy Biederman, Janna Waldinger

Absent: Ann Cash, Jennifer Kresge

1. ORGANIZATION

A. CALL TO ORDER

President Don Huffman called the meeting to order at 3:30 p.m.

B. FLAG SALUTE

The salute to the Flag was led by Barbara Nemko.

C. PUBLIC PARTICIPATION

President Huffman read the instructions for public participation via teleconference.

D. WELCOME TO VISITORS

Visitors were welcomed to the meeting.

E. APPROVAL OF AGENDA

The Agenda was approved on a motion by Mr. Parrott and a second by Mr. Donaldson. A roll call vote was taken: *Ayes* – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. *Noes* – None.

F. APPROVAL OF MINUTES

On a motion by Mrs. Waldinger and a second by Mr. Parrott, the Minutes of July 5, 2022 were approved. A roll call vote was taken: *Ayes* – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. *Noes* – None.

G. COMMENTS BY THE PUBLIC

Public comment was given.

2. PRESENTATION

A. Nancy Dempsey, Director, Juvenile Court and Community Schools, presented updated slides on the Camille Creek Survey Results to include Family Surveys, Datazone Student Surveys, and the California Healthy Kids Survey. Ms. Dempsey highlighted the next steps which included reviewing data and comparing results to baseline data through the continuous improvement cycle.

3. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS

- Dr. Nemko reported that the NCOE has completed the development of the SPDG grant program project (State Personnel Development Grant). The NCOE has been awarded this grant project for the past 15 years. This is a

collaborative effort between Vicki Griffo, Project Director, CALI Reads, and Patty Salcedo, Co-Director, Desired Results Access Project.

Ms. Salcedo and Dr. Griffo provided a brief outline of the SPDG program and, in agreement with the Board, the presentation was tabled to the October meeting when the funding will have been distributed and the work will have begun.

- Dr. Nemko reported that CCSESA is asking for county offices to weigh in on their policy priorities for the coming year. Dr. Nemko suggested that the Board might consider serving on a small policy committee to review policies and make suggestions for the NCOE. Dr. Nemko will forward the information to the Board regarding creating a sub-committee meeting to review the five to six priority policies.
- Dr. Nemko reported that Henry Michalski, former Napa High history teacher, will be at the Napa Library on August 11 to read a small portion of his award-winning book, *Torn Lilacs*; a true story about Mr. Michalski's parents experience in World War II.
- Dr. Nemko reported that the NCOE sent our response report to the Napa Grand Jury regarding their request for help in finding a solution for library services for juvenile hall students.
- Dr. Nemko reported that the NCOE is hosting the Future Ready meeting in October which will be held at the Napa Valley College. Future Ready will bring in groups of 10 people from all over the country to confer on what school leaders can do to prepare our children for what to expect in the real world.
- Mr. Schultz updated the Board on the status of the Mayacamas Charter School appeal noting that it will be presented on August 11 to the Advisory Commission on Charter Schools, which is an advisory committee to the State Board of Education. The advisory committee will determine if the appeal is complete and, if so, will then pass it on to the State Board of Education for review and a hearing will be held on September 14 or 15.

Mr. Huffman noted that he had not asked for Public Comment after item 2.A. and asked for public comment related to item 2.A.

Mr. Schultz noted that we received written public comment and that it was sufficient. No other public comment was requested.

4. CONSENT AGENDA ITEMS

A. On a motion by Mrs. Waldinger and a second by Mr. Parrott, the Board approved Consent Agenda Item 4.A. (Temporary County Certificates). A roll call vote was taken: *Ayes* – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. *Noes* – None.

B. On a motion by Mrs. Waldinger and a second by Mr. Parrott, the Board approved Board Compensation (Jennifer Kresge, Ann Cash). A roll call vote was taken: *Ayes*

– Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. *Noes – None.*

5. ACTION ITEMS

A. On a motion by Mrs. Waldinger and a second by Mrs. Biederman, the Board adopted Resolution 2022-27 Authorizing Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code section 54953. A roll call vote was taken: *Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. Noes – None.*

B. On a motion by Mrs. Waldinger and a second by Mrs. Biederman, the Board approved Resolution 2022-28: AmeriCorps VIP 2022-2023 “AmeriCorps Volunteer Infrastructure Program” (VIP) AmeriCorps Program Contract in the amount of \$1,822,800. A roll call vote was taken: *Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Biederman. Noes – None.*

C. On a motion by Mr. Parrott and a second by Mr. Donaldson, the Board approved Resolution 2022-29: CalSERVES 2022-2023 “CalSERVES AmeriCorps Expanded Learning” AmeriCorps Program Contract in the amount of \$543,114. A roll call vote was taken: *Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. Noes – None.*

D. On a motion by Mrs. Waldinger and a second by Mrs. Biederman, the Board approved the nomination of Josh Becker, San Mateo for the 2022 Outstanding Legislator Award. A roll call vote was taken: *Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. Noes – None.*

E. On a motion by Mrs. Waldinger and a second by Mrs. Biederman, the Board approved to remove Surplus Property from the Yountville Elementary School site. A roll call vote was taken: *Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. Noes – None.*

F. On a motion by Mrs. Waldinger and a second by Mr. Parrott, the Board approved the Provisional Internship Permit (PIP) for the 2022-2023 school year for Angelina Pineda for the Napa Preschool Program. A roll call vote was taken: *Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman. Noes – None.*

6. SCHEDULED MATTER

Scheduled Matter was tabled to the September meeting.

7. INFORMATION ITEMS

A. The Board accepted the Personnel Activity Report as presented.

B. Ms. McClure provided the CSBA Board Policy Dashboard update with slides showing the transformation, new features and capabilities within the new policy site.

C. Ms. McClure reviewed Board Bylaw 9323 Meeting Conduct, addition related to Board Public Comment. Board Bylaw 9323 will be presented to the Board for a second reading and approval at the September meeting.

Public comment was given.

D. Mr. Schultz provided a budget update to note that he has been working with FCMAT on the details of the calculation for the new ongoing revenue that we expect to receive. Mr. Schultz further noted that the CDE will not certify this until February. Mr. Schultz had nothing further to report at this time.

E. Mr. Schultz asked the Board to review the 2022 Biennial Review of Conflict of Interest Policy (BP 9270 and E 9270) in their packet and noted that the NCOE will file the 2022 Local Agency Biennial Notice with the Napa County Clerk of the Board.

The Board took a short break at 5:35 p.m. and resumed the meeting at 5:45 p.m.

8. ADJOURN TO CLOSED SESSION (5:45 p.m.)

The Board adjourned to closed session with respect to: Review potential litigation. Potential cases: 1

9. REPORT FROM CLOSED SESSION 6:28 p.m.

President Huffman announced nothing to report from closed session.

10. FUTURE AGENDA ITEMS: Second Reading BB 9323 Meeting Conduct.

11. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION

The next regular meeting of the Napa County Board of Education will be Tuesday, September 6, 2022 at 3:30 p.m.

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Barbara Nemko, Secretary
es

Approved _____ Date _____

MEETING OF THE NAPA COUNTY BOARD OF EDUCATION
Tuesday, July 5, 2022

Members present

Gerry Parrott, Jean Donaldson, Sindy Biederman, Ann Cash, Don Huffman
Remote Attendance: Ann Cash, Jennifer Kresge

1. ORGANIZATION

A. CALL TO ORDER

President Don Huffman called the meeting to order at 3:30 p.m.

B. FLAG SALUTE

The salute to the Flag was led by Gerry Parrott.

C. PUBLIC PARTICIPATION

President Huffman read the instructions for public participation via teleconference.

D. WELCOME TO VISITORS

Visitors were welcomed to the meeting.

E. APPROVAL OF AGENDA

The Agenda was approved on a motion by Mrs. Waldinger and a second by Mr. Parrott. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman, Mrs. Kresge, Mrs. Cash. Noes – None.

F. APPROVAL OF MINUTES

On a motion by Mrs. Waldinger and a second by Mr. Parrott, the Minutes of June 7, 2022 were approved. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman, Mrs. Kresge, Mrs. Cash. Noes – None.

On a motion by Mrs. Waldinger and a second by Mrs. Biederman, the Minutes of June 14, 2022 were approved. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman, Mrs. Cash. Noes – None. *Abstained* – Mrs. Kresge.

G. COMMENTS BY THE PUBLIC

Public comment was given.

2. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS

- Dr. Nemko reported that we were contacted by Future Ready which is an organization that does professional development and focuses on getting students ready in terms of technology. They asked if they could come to Napa to do a training here for 20 districts around the country, 10 people per district. The training will be held at Napa Valley College and a tentative date for the one day training is set for October 18.

- Dr. Nemko encouraged the Board to view a video by Ken Burns called *Hiding in Plain Sight* about mental illness. The video provides statistics on the timeline when mental health issues present in younger people.
- Dr. Nemko reported that she and Josh Schultz had lunch last week with the new St. Helena Unified School District Superintendent, Ruben Aurelio.

3. CONSENT AGENDA ITEMS

A. On a motion by Mrs. Biederman and a second by Mr. Donaldson, the Board approved Consent Agenda Item 4.A. (Temporary County Certificates). A roll call vote was taken: *Ayes* – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman, Mrs. Kresge, Mrs. Cash. *Noes* – None.

B. There was no action taken on Board Compensation.

4. ACTION ITEMS

A. On a motion by Mrs. Waldinger and a second by Mr. Parrott, the Board adopted Resolution 2022-24 Authorizing Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code section 54953. A roll call vote was taken: *Ayes* – Mr. Parrott, Mrs. Waldinger, Mr. Donaldson, Mrs. Biederman, Mr. Huffman, Mrs. Kresge, Mrs. Cash. *Noes* – None.

B. On a motion by Mrs. Kresge and a second by Mrs. Waldinger, the Board approved AR 3515 Campus Security, Business and Noninstructional Operations and Sheriff's Department Proposed Policy. A roll call vote was taken: *Ayes* – Mr. Parrott, Mrs. Waldinger, Mrs. Cash, Mr. Huffman, Mr. Donaldson, Mrs. Kresge, Mrs. Biederman. *Noes* – None.

C. There was no action taken on Board Approval 2023 CCBE Officer Nominations.

5. INFORMATION ITEMS

A. The Board accepted the Personnel Activity Report as presented.

B. Mr. Schultz reported no complaints under the Williams Uniform Complaints Procedures Quarterly Report.

C. Board Policy Dashboard Update is tabled to the August meeting.

D. Ms. McClure provided an update on the NCOE COVID program over the last two months.

E. Mr. Schultz provided a summary of the adopted state budget for K-12 education and provided highlights of what was adopted and what was changed.

F. Mr. Schultz reported on the Public Disclosure of Collective Bargaining Agreement and certified that NCOE can meet the costs incurred under the Collective Bargaining Agreement between the NCOE and the NCFT and SEIU Bargaining Units during the

term of the agreement from 7/1/2022 to 6/30/2023. Mr. Schultz noted that the new salary schedules will be released soon.

G. Update Survey Data on the Parent and Student Survey for Camille Creek is tabled to the August meeting.

H. Ms. McClure reminded the Board to save the date for the upcoming CCBE Conference in September.

6. FUTURE AGENDA ITEMS: 1) Review Board Policy Dashboard, 2) Policy on written Public Comments, 3) Update Parent and Student Survey Report, 4) Closed session Potential Litigation 5) Report on training that we did for NVUSD, CJUSD, Riverside, and NCOE.

7. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION

The next regular meeting of the Napa County Board of Education will be Tuesday, August 2, 2022 at 3:30 p.m.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:27 p.m.

Respectfully submitted,

Barbara Nemko, Secretary
es

Approved _____ Date _____

NAPA COUNTY OFFICE OF EDUCATION
Barbara Nemko, Ph.D., Superintendent

Items: 5.A. and 8.A.
September 6, 2022

TITLE:

Adoption of Resolution 2022-31: The Board will be asked to certify (per Agenda Item 5.A.) that the Napa County Office of Education has complied with the requirements of Education Code Section 60119 for the 2022-2023 school year.

HISTORY:

The Pupil Textbook and Instructional Materials Incentive Program was enacted in 1994 to ensure that textbooks and instructional materials consistent with the content and cycles of the curriculum frameworks are available to all students. (Education Code Section 60252)

The governing boards of school districts must hold a public hearing at which the governing board shall encourage participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders to comment regarding the sufficiency and current content of textbooks and instructional materials in order to receive funds for instructional materials from any state source. (Education Code Section 60119)

CURRENT PROPOSAL:

This assurance is required for the 2022 - 2023 fiscal year in order to be eligible to receive instructional materials funds.

Teachers and administrators annually review the curriculum for adherence, content, and alignment to standards. A thorough review as to efficacy of all texts and materials is made before adoption. An attempt to align with the other county districts is made wherever proven reasonable and effective.

FUNDING SOURCE:

Not a budget item.

SPECIFIC RECOMMENDATION:

It is recommended that the Board receive public comment on the issue of availability of textbooks and instructional materials for Napa County Office of Education programs for the 2022-23 school year and that the Board adopt Resolution 2022-31 stating each pupil in the NCOE's programs has sufficient textbooks or instructional materials in specified subjects consistent with the content and cycles of the curriculum frameworks adopted by the state board.

Prepared by: Nancy Dempsey
August 24, 2022

**NAPA COUNTY OFFICE OF EDUCATION
Barbara Nemko, Ph.D., Superintendent**

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE NAPA COUNTY OFFICE OF EDUCATION
IN COMPLIANCE WITH EDUCATION CODE SECTION 60119**

Resolution No. 2022-31

Whereas, the governing board of the Napa County Office of Education, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 6, 2022 at 3:30 p.m., which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the governing board provided at least 10 day notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

Whereas, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district/county office of education, and;

Whereas, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

Whereas, sufficient textbooks and instructional materials were provided to each student, including English Learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics – Renaissance Math Freckle; Edmentum
- Physical Science – Pearson, Concepts and Challenges, 2009; Scholastic Science World; Edmentum
- Life Science – Globe Fearon, Concepts and Challenges, 2003; Scholastic Magazine; Edmentum
- World History – Prentice Hall, World History, 2009; Upfront Magazine/Scholastic; Edmentum
- U.S. History – Glencoe McGraw-Hill, American Odyssey, 2004; Upfront Magazine/Scholastic; Edmentum
- Civics – Prentice Hall, Civics, 2007; Edmentum; I Civics.com
- English/language arts – Reading with Relevance; ACE reading program; Achieve 3000; Edmentum
- ELD – Achieve 3000; Edmentum
- Health – Health Smart, 2020

- Foreign Language – Edmentum, Duo Lingo
- Fine Arts – Nimbus Arts

Therefore, it is resolved that for the 2022-2023 school year, the Napa County Office of Education has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

AYES:

NOES:

ABSTAIN:

ABSENT:

Barbara Nemko, Clerk of the Napa County Board of Education

Date

NAPA COUNTY OFFICE OF EDUCATION
Barbara Nemko, Ph.D.

Item 7-A
September 6, 2022

TITLE:

Temporary County Certificates

HISTORY:

Education Code Section 44332 authorizes the issuance of Temporary County Certificates for the purpose of authorizing salary payments to certificated employees whose credential applications are being processed. The applicant must make a statement under oath that he or she has duly filed an application for a credential and that to the best of his or her knowledge no reason exists why a certificate should not be issued.

CURRENT PROPOSAL:

Consider approval of Temporary County Certificates. Such certificate shall be valid for not more than one calendar year from the date of issuance. In no event shall a Temporary Certificate be valid beyond the time that the commission either issues or denies the originally requested credential or permit. Therefore, it is necessary to process these certificates in a timely manner. This authorization extends to all public-school districts under the Napa County Office of Education jurisdiction.

FUNDING SOURCE:

Not Applicable

RECOMMENDATION:

It is recommended that the Napa County Board of Education approve the issuance of the Temporary County Certificates presented at this **September 6, 2022** meeting.

Prepared by: Sarah White, Credentials Analyst
8/31/2022

NAPA COUNTY OFFICE OF EDUCATION
Barbara Nemko Ph.D.

TO: **Napa County Board of Education**
FROM: **Sarah White, Credentials Analyst**
NAPA COUNTY OFFICE OF EDUCATION

DATE: **September 6, 2022**
Item 7-A

<u>NAME</u>	<u>TYPE</u>	<u>DOJ CLEARED</u>	Waiver 72-HR Public Notice
LORI SCHUPP	MULTI. SUBJECT	8/9/2021	YES
Megan Cadigan	PIP Multi Subject	7/26/2022	

NAPA VALLEY UNIFIED SCHOOL DISTRICT

<u>NAME</u>	<u>TYPE</u>	<u>DOJ CLEARED</u>
April Nakautoga	STPS Multiple subject	4/4/2014
Robert Grebe	Admin services	6/29/2022
Dinha Moore	CLAD permit (CTEL)	6/29/2022
Jackie Echeverria Cab	STSP Multi. Subject, BASP	7/9/2019
Martha Clements	ECLAD subsequent	5/24/2021
Teresita Ayala	STSP Multi. Subject	8/14/2019
Michelle Deckman	Intern Ed Spec. Mod./Sev	8/20/2014
Shannon Marek	WV ED SPEC/ Visually Impaired	8/21/2012
Maria Moussa	School Nurse Services	5/20/2022
Stephanie Crocker	STSP Multi. Subject	10/7/2019
Christopher Orozco	PIP Ed SPEC MILD/MOD	7/29/2022
Alicia J Robert	STPS Single subject-Math	8/26/2021
Cynthia E Palacios-Rubio	VTW Single Subject- English	9/11/2018

NAPA COUNTY OFFICE OF EDUCATION
Barbara Nemko, Ph.D., Superintendent

Item 8.B.
Sept. 6, 2022

TITLE: Second Reading and Board Approval Board Bylaw 9323 Meeting Conduct

HISTORY: It is the policy of the Board that its meetings shall be open to anyone at any time and to favor attendance of all interested citizens and groups at meetings of the Board and the Board Committees.

CURRENT PROPOSAL: Add the following language to existing BB 9323 Meeting Conduct to clarify the handling of written or electronically submitted comment to the Board:

In addition to oral public comment, the County Board will consider written public communications. The public may submit written public comments or documentation by emailing the Napa County Board of Education at the address listed on the Napa County Board of Education's web page. All written public comments will be forwarded to the County Board. Communications should include the name of the person submitting, phone number, specific agenda item, and Board meeting date in the correspondence. Correspondence received shall become part of the official record.

The Napa County Board of Education's web site will include the following text: In addition to oral public comment, the County Board will consider written public communications. Written public comment must be submitted no later than 24 hours prior to the Board meeting. Comments are restricted to 400 words. You may submit written public comments or documentation by e-mail to: publiccomment@napacoe.org. All written public comments will be forwarded to the County Board and read at the appropriate time in the Board meeting.

- Please include your name, phone number, specific agenda item, and Board meeting date in your correspondence.
- Correspondence received shall become part of the official record.

FUNDING SOURCE: N/A

SPECIFIC RECOMMENDATION: The Board is asked to approve the following language added to BP 9323 Meeting Conduct:

In addition to oral public comment, the County Board will consider written public communications. The public may submit written public comments or documentation by emailing the Napa County Board of Education at the address listed on the Napa County Board of Education's web page. All written public comments will be forwarded to the County Board. Communications should include the name of the person submitting, phone number, specific agenda item, and Board meeting date in the correspondence. Correspondence received shall become part of the official record.

Prepared by: Julie McClure
Date prepared: 8/25/2022

Board Bylaw 9323: Meeting Conduct

Status: SUBMITTED

Original Adopted Date: 10/23/1990 | Last Revised Date: 01/05/2021 | Last Reviewed Date: 07/21/2022

The County Board of Education endeavors to conduct its business efficiently and in a manner that promotes a full and fair consideration of the issues before it, and allows for meaningful participation of members of the public.

Meeting Notices, Agendas and Procedures

All Board of Education meetings shall begin on time and shall be guided by an agenda prepared in accordance with County Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

(cf. 9322 - Agenda/Meeting Materials)

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority. When not in conflict with any applicable Statute, Policy or Section, the Policies established by Robert's Policies of Order, most recently revised edition, shall constitute the parliamentary Policies of the Board.

(cf. 9121 - President)

The Board believes that late night meetings and meetings that last longer than three hours can discourage public participation, can constitute an unnecessary burden on staff members, and can reflect negatively on the Board's decision-making process. Regular Board meetings shall be adjourned at the time, if any, set by the County Board at the annual organizational meeting.

(cf. 9320 - Meetings and Notices)

Quorum

A majority of the number of filled positions on the Board constitutes a quorum for the transaction of business. Four (4) members shall constitute a majority of the Board. (Education Code 1013).

Unless otherwise provided by law, affirmative votes by a majority of all the membership of the Board are required to approve any action under consideration, regardless of the number of members present.

(cf. 9323.2 - Actions by the Board)

Voting and Abstentions

On a call by any Board member, a voice vote shall be taken upon any proposition and the vote shall be recorded in the minutes. (Education Code 1015)

Unless otherwise provided by law, affirmative votes by a majority of all the membership of the County Board are required to approve any action under consideration, regardless of the number of members present.

The County Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted as an affirmative vote for purposes of determining whether a majority of the membership of the County Board has taken action.

(cf. 9270 - Conflict of Interest)

If not more than two vacancies occur on the County Board, the vacant position(s) shall not be counted for purposes of determining how many members of the County Board constitute a majority. In addition, whenever any provisions of the Education Code require unanimous action of all or a specific number of the members, any vacant position(s) shall be not be counted for purposes of determining the total membership constituting the County Board.

Public Participation

It is the policy of the Board that its meetings shall be open to anyone at any time and to favor attendance of all interested citizens and groups at meetings of the Board and the Board Committees. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting. However, the Board

president may ask any speaker to identify himself/herself for proper recording of the minutes. (Government Code 54953.3)

When the remarks made to the Board are from a prepared statement, a full and accurate copy of the statement should normally be submitted to the Board of Education at the time of the presentation.

Members of the public are encouraged to address the Board concerning any item on the agenda or within the Board's jurisdiction. Individuals who desire to discuss or be heard regarding items on the agenda are privileged to do so to the extent and within the limits determined by the Board. In order to conduct county office business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The County Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the County Board, either before, during, or after the County Board's consideration of the item. (Government Code 54954.3)

2. At a time so designated on the agenda, members of the public may bring before the Board, at a regular meeting, matters that are not listed on the agenda. The Board may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take action at that time except as allowed by law. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board. (Education Code 35145.5, Government Code 54954.2)

3. Without taking action, Board members or county office staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard it, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

(cf. 9130 - Board Committees)

In addition to oral public comment, the County Board will consider written public communications. The public may submit written public comments or documentation by emailing the Napa County Board of Education at the address listed on the Napa County Board of Education's web page. All written public comments will be forwarded to the County Board. Communications should include the name of the person submitting, phone number, specific agenda item, and Board meeting date in the correspondence. Correspondence received shall become part of the official record.

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

In order to ensure that non-English speakers receive the same opportunity to directly address the County Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the County Board, unless simultaneous translation equipment is used to allow the County Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. (Government Code 54954.3)

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 9321 - Closed Session Purposes and Agendas)

Board shall not prohibit public criticism of its staff. Education Code 1042 authorizes the Board to employ persons to work directly for the Board in providing special services or advice in financial, economic, accounting, engineering, legal and administrative matters. Such employees are subject to the Board's disciplinary authority. All other employees of the County Office of Education are subject to the County Superintendent's disciplinary authority.

a. Complaint Against County Board Employee: The Board shall hear and consider specific complaints or charges against its employees who are employed pursuant to Education Code 1042, to render special services or advice. Whenever a member of the public initiates specific complaints or charges against such a staff member, the Board president shall inform the complainant that, in order to protect the staff member's right to adequate notice before a hearing of such complaints or charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957.

b. Complaint Against County Office Employee: Whenever the Board president determines a specific complaint or charge to be against a staff member employed by the County Superintendent, the president shall advise the complainant to address his/her complaint to the County Superintendent.

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the Board president to terminate the privilege of addressing the Board. The Board president may have disruptive individuals removed and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individual(s) not participating in such disturbances may be allowed to remain at the discretion of the Board president. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

(cf. 9324 - Minutes and Recordings)

Recording by the Public

Members of the public may record an open County Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The County Board may designate locations from which members of the public may make such recordings without causing a distraction.

If the Board finds that noise, illumination or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

NAPA COUNTY OFFICE OF EDUCATION
Barbara Nemko, Ph.D., Superintendent

TO: Napa County Board of Education

DATE: September 6, 2022

FROM: John Zikmund, Human Resources

RE: Personnel Activity

BOARD ITEM: 10A

NEW CERTIFICATED EMPLOYEE

Maren Powers - Agricultural Science Teacher, College and Career Readiness

NEW CLASSIFIED EMPLOYEE

Michael Lewis – Instructional Support Specialist II, Camille Creek

CHANGE IN ASSIGNMENT

Rene Bruner – Admin. Assistant II to Program Coordinator II, Early Childhood Services

Julia Morgan – CD Assoc. Teacher to CD Teacher, Early Childhood Services

Emily Walz – CD Teacher to CD Site Supervisor, Early Childhood Services

RESIGNATION

Gabriela Donan Gutierrez - CD Teacher, Early Childhood Services

Samantha Orozco – CD Teacher, Early Childhood Services

Soledad Cobo – Early Childhood Education Assistant II, Early Childhood Services

Maria Lupita Reyes – Early Childhood Education Assistant II, Early Childhood Services

Ginale Lainez – Behavior Intervention Assistant, Early Childhood Services

RETIREMENT

None

TERMINATION

None

LAYOFF/NON-RELECTS/TEMPORARY RELEASE NOTICES

None

POSITION VACANCIES

Instructional Assistant (4) – College and Career Readiness

Machine Tool Technology Teacher (Temporary) - College and Career Readiness

Early Childhood Special Education Teacher (Temporary) – Early Childhood Services

Early Childhood Education Assistant II (5) – Early Childhood Services

Behavior Intervention Assistant (Temporary) – Early Childhood Services

Child Development Teacher (3) – Early Childhood Services

Site Supervisor Child Development Teacher – Early Childhood Services

Speech Therapist - Early Childhood Services

Community School Teacher (2) - Camille Creek

Instructional Support Specialist II – Camille Creek

Payroll and Benefits Specialist (2) – Fiscal Services

9-6-22.BRD

