

REGULAR MEETING OF APRIL 15, 2015
MINUTES

I CALL TO ORDER

The Regular Meeting of the Lake County Board of Education was called to order at 3:36 p.m. at the County Office of Education, 1152 S. Main Street, Lakeport CA 95453 by Board President Pat Hicks. Board Members Browning, Cooper, Lyon and Ryder were present. Also present were Brock Falkenberg, Superintendent of Schools, and LCOE staff members Michelle Buell, Stephanie Wayment, Tammy Serpa, Tim Gill, Cindy Adams, Lynn Thomasson and Janice Bailey. Middletown Unified Superintendent Olson and CTE instructor Dan Renniger were also present.

II APPROVAL OF AGENDA

It was moved by Mr. Ryder, seconded by Dr. Browning, to approve the Agenda of the regular meeting of April 15, 2015.

Aye Browning; Aye Cooper; Aye Hicks ; Aye Lyon; Aye Ryder - Motion Carried 5-0

III PUBLIC INPUT – There was no public input.

IV APPROVAL OF MINUTES

It was moved by Dr. Browning, seconded by Dr. Cooper to approve the Minutes of the regular meeting on March 18, 2015.

Aye Browning; Aye Cooper; Aye Hicks ; Aye Lyon; Aye Ryder - Motion Carried 5-0

V PROGRAM REPORTS

A. Cindy Adams, Director of Child Development, presented a PowerPoint presentation showcasing the preschool and after school programs. She also reported on the recent donation of fruit smoothies by Plum Organics; and shoes for all preschoolers by Convoy of Hope.

B. LCAP Update: Stephanie Wayment provided an update on the LCAP development for Hance and Renaissance Schools. An in-depth review of LCAPs will be conducted at the Board Meeting on May 20; followed by the Public Hearing on June 3, 2015. All Lake County Office of Education LCAP documents will be up for approval at the June 17, 2015 meeting.

C. CTE Update: Dan Renniger, Career Technical Education instructor with Middletown Unified School District, addressed the Board regarding concern over potential cuts to CTE

funding to districts. Mr. Renniger provided background information on programs in jeopardy if CTE funding is reduced. He expressed the need for transparency and accountability and urged the Board to visit school sites to see the CTE funded programs. Dr. Cooper complimented Mr. Renniger on his presentation.

VI ACTION & DISCUSSION

A. DISCUSSION ITEM – CTE Transition Plan

Mr. Falkenberg reported that local school district Boards support Career Technical Education (CTE), but they are not yet fully funded through LCFF. A transition plan to fill the gap of where funding was in the past – and where it will be next year, has been developed. Michelle Buell, Director of Fiscal Services, presented the transition plan looking at long-term sustainability. Using reserves to offer augmentation or transition funding, will give districts more time to define their CTE programs, seek additional funding and address the needs in their LCAP. The proposal would allocate funding to districts in the amount of \$837,430 (equal to one additional year). Funding over a three year period would be paid to districts in the following proportions: Year 1 at 45%; Year 2 at 33%; and Year 3 at 22%. The amount each district would receive is based on P2 attendance reporting for grades 9-12 of the 2015-16 fiscal year.

Discussion and decision on CTE funding will be continued at the Special Board Meeting on April 24, 2015.

B. DISCUSSION ITEM – DEFIBRILLATOR DEPLOYMENT

The Board reviewed sample policies and procedures for the use of AEDs (Automated External Defibrillators). Mr. Falkenberg has reached out to Willie Sepata of the Lakeshore Fire Department for assistance in obtaining specifications and training for the defibrillators. The intent of the Board is to continue moving forward in the process of defibrillator deployment at LCOE sites.

C. DISCUSSION ITEM – GOLDEN BELL AWARDS

The Board consensus is that the Hero Project stands out as the likely program to move forward in the nomination process. According to CSBA eligibility criteria, the program must have started at least two years prior to the entry deadline of June 2015. Although the Hero Project formally launched in August 2014, planning for the project started the year prior. Dr. Cooper requested that Mr. Falkenberg contact CSBA for actual timelines. It may be beneficial to hold the nomination until next year.

D. APPROVAL OF RESOLUTION 1415-12 CERTIFYING THAT HCD RELOCATABLE BUILDINGS ARE NO LONGER BEING USED FOR SCHOOL PURPOSES

It was noted by Superintendent Falkenberg that Lake County Office of Education does not own nor operate HCD relocatable buildings.

It was moved by Dr. Browning, seconded by Mr. Ryder to approve Resolution 1415-12 certifying that HCD Relocatable Buildings are no longer being used for school purposes.

Aye Browning; Aye Cooper; Aye Hicks ; Aye Lyon; Aye Ryder - Motion Carried 5-0

E. APPROVAL OF APRIL 2015 QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS FOR LAKE COUNTY OFFICE OF EDUCATION

It was moved by Dr. Browning, seconded by Mrs. Lyon, to approve the April 2015 Quarterly Report on Williams Uniform Complaints for the Lake County Office of Education.

Aye Browning; Aye Cooper; Aye Hicks ; Aye Lyon; Aye Ryder - Motion Carried 5-0

F. APPROVAL OF LAKE COUNTY OFFICE OF EDUCATION BOARD POLICY 0440 (Attached)

It was moved by Mr. Ryder, seconded by Mrs. Lyon to approve SP/BP 0440.

Aye Browning; Aye Cooper; Aye Hicks ; Aye Lyon; Aye Ryder - Motion Carried 5-0

VII EXPULSION APPEAL – CLOSED SESSION (5:00 p.m.)

The regular open session reconvened at 6:41 p.m.

Upon further review, it was determined that an error had been made in the wording of the original motion. At the regular meeting of May 20, 2015, a new motion was made to correct the error:

On the appeal, the motion of the County Board is to return the case to the Middletown District to review the findings of fact. The case history does not include evidence that other forms of correction have failed to bring about proper conduct.

The corrected motion was made on May 20, 2015 by Mr. Ryder, seconded by Mrs. Lyon.

Aye Browning; Absent Cooper; Aye Hicks ; Aye Lyon; Aye Ryder - Motion Carried 4-0

VIII SUPERINTENDENT’S REPORT

- There will be a presentation on *Lake County Reads* (sponsored by the Literacy Task Force) at the May 5 Clearlake Chamber of Commerce meeting at Cactus Grill. *Lake County Reads* provides \$500 in high quality books for local elementary schools and is seeking local sponsorship by services organizations.
- The *Way to Wellville* is moving forward from its original structure and tangible goals are coming to fruition. The key initiatives will focus on the concepts of Heroes and Hubs. The next meeting will be held at 1:00 p.m. on April 30 at Yuba College.
- The next joint meeting of the Upper Lake School Boards will be held on Wednesday, April 22, at 6:00 p.m. in the ULHS cafeteria.
- Local high school teams participated in State competitions last month. The Mock Trial team from Middletown Unified was in Riverside; and the Academic Decathlon team from Clear Lake High competed at the event in Sacramento.
- There will be a new charter school in Lake County next year. The John Muir Charter School, a YouthBuild program sponsored by Placer County, will be located at 55 First Street, Lakeport, and will serve 20-22 students, aged 16-25.

IX BOARD MEMBER REPORTS

- Mrs. Hicks found several corrections to be made to the LCOE Expulsion Handbook. She will forward this information to Mrs. Bailey to update the handbook.

X FUTURE BUSINESS

The next regular meeting of the Lake County Board of Education will be held on Wednesday, May 20, 2015 at 3:30 p.m. at the Lake County Office of Education, 1152 S. Main Street, Lakeport, CA 95453.

The next special meeting of the Lake County Board of Education will be held on Friday, April 24, 2015 at 8:30 a.m. at the Taylor Observatory, 5725 Oak Hills Lane, Kelseyville, CA 95451.

XI ADJOURNMENT

The regular meeting of the Lake County Board of Education adjourned at 8:07 p.m.

Submitted by,

BROCK FALKENBERG
Secretary to the Board
Lake County Superintendent of Schools

TECHNOLOGY PLAN

The County Superintendent and County Board of Education recognize that technological resources can enhance student achievement by increasing student access to information, supporting teacher effectiveness, and facilitating the administration of student assessments. Effective use of technology can also increase the efficiency of the Lake County Office of Education’s noninstructional operations and governance. The County Superintendent is committed to the development and maintenance of a countywide infrastructure and to providing staff professional development that will allow the implementation of existing and new technologies.

(cf. 6162.51 - State Academic Achievement Tests)

The County Superintendent or designee shall develop, for County Board review, a comprehensive three-year technology plan based on an assessment of current uses of technology in the COE and an identification of future needs. The County Superintendent or designee may appoint an advisory committee consisting of a variety of staff and community stakeholders to assist with the development of the technology plan.

(cf. 0400 - Comprehensive Plans)

The plan shall be integrated into the COE's vision and goals for student learning and shall contain research-based strategies and methods for the effective use of technology. When required for state or federal grant programs in which the COE participates, the plan shall also address all components required for receipt of such grants.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the County Office of Education)

(cf. 0460 - Local Control and Accountability Plan)

The County Superintendent or designee shall ensure that any use of technological resources in the COE protects the private and confidential information of students and employees in accordance with law.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 5125 - Student Records)

Legal Reference: (see next page)

TECHNOLOGY PLAN (continued)

Legal Reference:

BUSINESS AND PROFESSIONS CODE

22584-22585 Student Online Personal Information Protection Act

EDUCATION CODE

10550-10555 Telecommunications standards

11800 K-12 High Speed Network grant program

49060-49085 Student records

51006 Computer education and resources

51007 Programs to strengthen technological skills

51865 California distance learning policy

51870-51871.5 Educational technology planning

60010 Instructional materials, definition

66940 Distance learning

PENAL CODE

502 Computer crimes, remedies

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of Pupil Rights Amendment

UNITED STATES CODE, TITLE 47

254 Universal service discounts (E-rate)

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

Part 99 Family Educational Rights and Privacy

CODE OF FEDERAL REGULATIONS, TITLE 47

54.500-54.523 Universal service support for schools

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California K-12 Education Technology Plan Template, Criteria, and Guiding Questions, November 2014

Empowering Learning: A Blueprint for California Education Technology 2014-2017, April 2014

FEDERAL COMMUNICATIONS COMMISSION PUBLICATIONS

E-rate Modernization Order, July 11, 2014

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Education Technology Office: <http://www.cde.ca.gov/ls/et>

California Educational Technology Professionals Association: <http://www.cetpa.net>

Computer-Using Educators: <http://www.cue.org>

Federal Communications Commission: <http://www.fcc.gov>

ON[the]LINE, digital citizenship resources: <http://www.onthelineca.org>

Technology Information Center for Administrative Leadership: <http://www.portical.org>

TECHNOLOGY PLAN

The COE's technology plan shall address, at a minimum, the following components:

1. Background Information: A guide to the COE's use of technology for the next three years, including:
 - a. Specific starting and ending dates of the plan
 - b. An overview of the COE's location and demographics
 - c. A description of how stakeholders from the COE and community were involved in the planning process
 - d. A description of the relevant research behind the strategies and/or methods in the plan and how the research supports the plan's curricular and professional development goals
2. Curriculum: Clear goals and realistic strategies for using telecommunications and information technology to improve educational services, including:
 - a. A description of teachers' and students' current access to instructional technology and current use of digital tools, including COE policies or practices to ensure equitable technology access for all students
 - b. Goals and an implementation plan, including annual activities, for:
 - (1) How technology will be used to improve teaching and learning, how these goals align with COE curricular goals and other plans, how the COE budget and local control and accountability plan support these goals, and whether future funding proposals or partnerships may be needed for successful implementation
 - (2) How and when students will acquire the technology skills and information literacy skills needed for college and career readiness
 - (3) Internet safety and the appropriate and ethical use of technology in the classroom

(cf. 0000 - Vision)

(cf. 0200 - Goals for the County Office of Education)

(cf. 0400 - Comprehensive Plans)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6162.54 - Test Integrity/Test Preparation)

TECHNOLOGY PLAN (continued)

(cf. 6162.6 - Use of Copyrighted Materials)

(cf. 6163.4 - Student Use of Technology)

3. **Professional Development:** A professional development strategy to ensure that staff understands how to use new technologies to improve education services, including:
 - a. A summary of teachers' and administrators' current technology proficiency and integration skills and needs for professional development
 - b. Goals and an implementation plan, including annual activities, for providing professional development opportunities based on COE needs assessment data and the curriculum component of the technology plan

(cf. 4040 - Employee Use of Technology)

(cf. 4131 - Staff Development)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

4. **Infrastructure, Hardware, Technical Support, Software, and Asset Management:** An assessment of the telecommunication services, hardware, software, asset management, and other services that will be needed to improve education services, including:
 - a. A description of existing hardware, Internet access, electronic learning resources, technical support, and asset management in the COE
 - b. A description of technology hardware, electronic learning resources, networking and telecommunications infrastructure, physical plant modifications, technical support, and asset management needed by COE teachers, students, and administrators to support the activities in the curriculum and professional development components of the plan

(cf. 3100 - Budget)

(cf. 7000 - Facilities Master Plan)

5. **Monitoring and Evaluation:** An evaluation process that enables the school to monitor progress toward the specific goals and mid-course corrections in response to new developments and opportunities as they arise, including:
 - a. The process for evaluating the plan's overall progress and impact on teaching and learning

TECHNOLOGY PLAN (continued)

- b. The schedule for evaluating the effect of plan implementation and a description of the process and frequency of communicating evaluation results to technology plan stakeholders

(cf. 0500 - Accountability)

6. **Noninstructional Uses of Technology:** A description of how technology will be used to improve COE governance, COE and school site administration, support services, and communications
7. **Cost:** An estimate of the cost for each year of the plan and each of its major components