

**COLUSA COUNTY BOARD OF EDUCATION**  
Minutes of Regular Meeting February 14, 2024

*Acronyms Used in This Document May Be Found in Attachment A*

**Board Members Present:** Cristy Edwards, Madison Martin, Brenda Miller, and Serena Morrow

**Staff/Visitors Present:** Emily Abken, Alex Evans, Aaron Heinz, John Ithurburn, Alissa Maas, Tina Maxwell, Sabrina Myers, George Parker, 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 5<sup>th</sup> 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**

**4.1 Letter – California State Treasurer Fiona Ma Re: CalKids Program**

Michael West reported that the Board received a letter from the California State Treasurer Fiona Ma about the CalKids Program.

**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 and attendance in activities, such as continued participation in SARB meetings, during which the group discussed seeing some progress with absenteeism. Michael reported that he attended the CCS Quarterly meeting, during which Rich DuVarney, Tehama COE was selected 2024-25 President and that he will provide rural and experienced representation; the group received information on the California Community Schools Partnership Program; discussed the Children and Youth Behavioral Health Initiative; and examined Special Education delivery, specifically rethinking, and perhaps redesigning that support. Michael said that he will take part in the CCS Federal Advocacy Trip scheduled for March, with the goal of garnering support for Special Education, Early Childhood Education, and Literacy.

Michael spoke about a tour of the village that he provided to the California Retired Teachers Association, during which the group made plans to hold their luncheon in the MPR with CCOE Food Service Supervisor Angela Fulcher serving as caterer for the event. Michael reported on the Early Literacy Certification Celebration for the Cohort, during which graduates received their certifications; a meeting with representatives of SchoolsFirst Federal Credit Union to plan sponsorship possibilities; and presentations to the Colusa Rotary Club on the state of education in Colusa County, and on virtual reality in the classroom, which included demonstration of VR equipment by CCOE's IT group.

**6.1.2 Superintendents Council – No January Meeting**

**6.2 Administrative Services – Aaron Heinz**

The Board did not have any questions or comments about Aaron Heinz's February 2024 Administrative Services written report.

**6.3 Student Services – Chuck Wayman**

The Board asked questions about Chuck Wayman's February 2024 Student Services written report regarding SWAA enrollment, about the number of in-home licensed childcare providers in Colusa, and the number of literacy certification signs in childcare providers' yards.

**6.4 Technology Services – Alex Evans**

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

**7.0 BOARD QUESTIONS AND COMMENTS**

No questions or comments.

**7.1 Board President's Report**

Serena Morrow reported that she attended the Community Advisory Committee meeting, which was well attended due in part to CCOE Speech and Language Specialist Rebecca Banuelos' presentation on aiding children's communication development in the home.

**7.2 Board Liaison Reports**

No Liaison Reports.

**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.

Only two Board members were present who attended the January 10, 2024, Regular Board Meeting, so Serena Morrow pulled item 9.3 and tabled it to the to the March 13, 2024, Board Meeting.

Brenda Miller/Moved, Madison Martin/Seconded, and the motion carried three ayes, one absent (Ed Conrado), one abstain (Cristy Edwards) to approve the following Consent Agenda items:

**9.1 Approve Minutes of the December 13, 2023, Annual Organizational Meeting and Regular Board Meeting**

**9.2 Approve Minutes of the December 14, 2023, Contingency Meeting**

**10.0 OLD BUSINESS**

**10.1 Community College District Territory (standing item)**

Michael West reported that he met with YCCD Chancellor Dr. Shouan Pan and WCC President Dr. Lizette Navarette, during which the group held candid discussions about needs, past performance, and future plans. Discussion was held on the college being more visible, efforts to find a Colusa County Director, and funding to support the Colusa County campus.

**10.2 Facilities Update (standing item)**

Michael West reported on continuing activities related to Adult Education and IT buildings.

**10.3 LCAP Update (standing item)**

**10.3.1 2023-24 LCAP Annual Update, Including Midyear Metrics Outcome Data and Identified Actions Expenditure and Implementation Data**

Educational Services Assistant Superintendent John Ithurburn presented the 2023-24 LCAP Annual Update that included midyear metrics outcome data and identified actions expenditure and implementation data.

Discussion was held on the number of fully implemented items, items that are to be met, and items that may not be met because of staffing issues.

**10.4 Universal Prekindergarten (standing item)**

Chuck Wayman reported on the difficulty in hiring a UPK Coordinator, which led to the decision to contract with a person to provide additional support to the districts.



**10.5 Set 2024-25 Liaison Assignments**

Discussion was held on setting Liaison Assignments for a two-year term (2024 through 2025) and the Board members expressed interest in assignments.

Cristy Edwards/Moved, Brenda Miller/Seconded, and the motion carried four ayes, one absent (Ed Conrado) to set the 2024 through 2025 Liaison Assignments (Attachment B).

**10.6 CCBE Transition to CSBA Region 14**

Board President Serena Morrow reported on Zoom meetings of County Board Presidents to receive information on the cessation of CCBE on January 29, 2024, and its transition to CSBA Region 14 (with the current County Board Region 4 remaining intact). Serena reported that not all county board trustees are happy with the transition, with their concerns including CCBE dues that she said is yet to be determined. Serena said that the March 8-9, 2024, County Board Governance Workshop in Sacramento, and the September 12-14, 2024, CCBE Annual Conference in Monterey are still on schedule to be held. Serena reported on the history of the transition decision and on county representation including a Legislative Action Committee Representative, a County Director plus one appointed by the CSBA President, and a Region 14 President. Madison Martin and Michael West provided their opinions on the transition. Discussion was held on motivation behind the change and on whether there is a default if the transition does not work. Serena said that options discussed so far are having counties form their own group outside of CSBA, staying within CSBA, or counties going their own way.

**11.0 NEW BUSINESS**

**11.1 Approve A-G Completion Improvement Grant Plan**

Discussion was held on virtual reality curriculum, including virtual reality headsets, benefits to students with mobility issues and focusing issues, classroom sets, content costs, and types of training that may be offered.

Brenda Miller/Moved, Madison Martin/Seconded, and the motion carried four ayes, one absent (Ed Conrado) to approve the A-G Completion Improvement Grant Plan.

**11.2 Approve 2024-25 Colusa County Office of Education Transportation Plan**

Chuck Wayman explained that the Transportation Plan, which was first brought to the Board in 2023, needs to be updated annually by April 1, and he added that the \$92,975 will provide transportation to Special Education students.

Discussion was held on expenditures greater than revenue being paid by the SELPA.

Cristy Edwards/Moved, Brenda Miller/Seconded, and the motion carried four ayes, one absent (Ed Conrado) to approve the 2024-25 Colusa County Office of Education Transportation Plan.

**11.3 Approve School Accountability Report Cards (SARC) Using Data from the 2022-23 School Year**

Michael West reported that the School Accountability Report Card (SARC) is an annual report, and that the Board can approve both report cards in one action. Tina Maxwell reported on data that is not included in the report because the CDE has not yet provided that to LEAs. This included CAASPP test result, college and career, dropout rate, graduation rate, absenteeism, suspensions, expulsions, average class size and class distribution, and student support services staff data. She added that as soon as the data is provided, the reports will be updated, but it is unknown at this time if a second approval by the Board will be needed. Chuck Wayman reported that CBA is currently only serving Adult Transition students, and challenges that poses when segregating data in the SARC. Discussion was held on grades served at CBA (currently only 12<sup>th</sup> grade), the size and complexity of the SARC, teacher credentialing issues, and on the SARC representing all students at SWAA.

**11.3.1 Coastal Buttes Academy**

**11.3.2 S. William Abel Academy**

Brenda Miller/Moved, Cristy Edwards/Seconded, and the motion carried four ayes, one absent (Ed Conrado) to approve items 11.3.1 Coastal Buttes Academy School and 11.3.2 S. William Abel Academy School Accountability Report Cards (SARC) for the 2022-23 School Year.

**11.4 Approve 2024-25 Year One Funding Application for Federal Assistance**

Chuck Wayman explained the need to annually re-apply for this five-year cycle Head Start and Early Head Start grant.

Cristy Edwards/Moved, Madison Martin/Seconded, and the motion carried four ayes, one absent (Ed Conrado) to approve the 2024-25 Year One Funding Application for Federal Assistance.

**11.5 Approve Nominees for Delegate Assembly Elections**

Discussion was held on the CSBA County and Subregion 4-C delegates.

**11.5.1 CSBA County Delegate Region 4 (Glenn, Tehama, Butte, Colusa, Sutter, Yuba, Nevada, Placer, and Sierra Counties) One Nominee - David Patterson (Placer CBOE)**

Serena Morrow/Moved, Brenda Miller/Seconded, and the motion carried four ayes, one absent (Ed Conrado) to approve voting for David Patterson for the CSBA County Delegate Region 4.



**11.5.2 CSBA Subregion 4-C (Colusa, Sutter, and Yuba Counties) One nominee – Greg Forest (Wheatland Union High School District)**

Cristy Edwards/Moved, Brenda Miller/Seconded, and the motion carried four ayes, one absent (Ed Conrado) to approve not casting a vote for CSBA Delegate for Subregion 4-C.

**11.6 2023-24 County Superintendent Salary and HDV Cap**

Aaron Heinz led discussion on the 2023-24 County Superintendent Salary and HDV Cap process. Aaron said that he will schedule a meeting with the Board's Superintendent's Salary and Budget Committee to develop recommendations that they will bring to the Board for consideration.

**12.0 ADVANCED PLANNING**

**12.1 Items to be Considered for the Next Board Meeting**

No items added.

**12.2 Next Regular Board Meeting**

2<sup>nd</sup> Interim Report

March 13, 2024, 4:00 p.m.

345 5th Street, Colusa, Large Conference Room

**13.0 CLOSED SESSION**

**13.1 Approve Entering Negotiations with the Authority to Purchase Property**

Convened Closed Session at 5:05 p.m., and discussion was held.

Adjourned Closed Session at 5:37 p.m.

Reconvened Open Session at 5:38 p.m.

**14.0 OPEN SESSION**

**14.1 Report Action Taken in Closed Session**

The Board voted four ayes, one absent, to approve entering negotiations with the authority to purchase property.

**15.0 ADJOURNMENT**

The meeting adjourned at 5:39 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

# Attachment A

## ACRONYMS

BP	Board Policy
CAASPP	California Assessment of Student Performance and Progress
CBA	Coastal Buttes Academy
CBOE	County Board of Education
CCBE	California County Boards of Education
CCOE	Colusa County Office of Education
CCS	California County Superintendents (formerly known as CCSESA)
CDE	California Department of Education
COE	County Office of Education
CSBA	California School Boards Association
HDV	Health, Dental, & Vision (in terms of insurance)
IT	Information Technology
LCAP	Local Control and Accountability Plan
LEA	Local Educational Agency
MPR	Muli-Purpose Room
SARB	School Attendance Review Board
SARC	School Accountability Report Card
SELPA	Special Education Local Plan Area
SWAA	S. William Abel Academy
UPK	Universal Prekindergarten
VR	Virtual Reality
WCC	Woodland Community College
YCCD	Yuba Community College District

## Attachment B

### COLUSA COUNTY BOARD OF EDUCATION TWO – YEAR LIAISON ASSIGNMENTS 2024 THRU 2025

Accepted February 14, 2024

ASSIGNMENT	LIASION(S)	ALTERNATE	SUPERINTENDENT AND/OR DESIGNEE
Board Policy Review	Cristy Edwards	Serena Morrow	County Superintendent
Higher Education	Brenda Miller	Cristy Edwards	County Superintendent
Head Start Policy Council	Serena Morrow	Madison Martin	Director of Children’s Services
Board Scholarships	Madison Martin	Brenda Miller	County Superintendent
SELPA Council	Ed Conrado	Brenda Miller	Deputy Superintendent of Student Services
Educational Services Stakeholders	Brenda Miller	Serena Morrow	Assistant Superintendent of Educational Services
Superintendent’s Salary and Budget Committee	Ed Conrado and Cristy Edwards	No Alternate	Deputy Superintendent of Administrative Services
CSBA County Board Voting Representative	Board President or Designee	No Alternate	N/A
Community Engagement	Vice President	No Alternate	County Superintendent and/or Director of Communications & Public Relations
Advocacy	Board President	No Alternate	County Superintendent

#### Reference

BP 9129 Board Liaisons Assignments and District Representative