

Plumas County Office of Education

MINUTES

September 16, 2020 5:00 PM
50 Church Street, Quincy

Rescheduled from 9/9/20

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the Superintendent's Office 48 hours prior to the meeting at (530) 283-6500, ext. 5217. All supporting documentation for this meeting is available for public review during regular business hours Monday through Friday from 8:00 am to noon and from 1:00 pm to 4:30 pm in the Superintendent's Office located at 1446 East Main Street in Quincy, or at www.pcoe.k12.ca.us.

1. All Trustees and administrative staff may participate remotely from their homes due to COVID-19 social distancing requirements. Zoom link is in quick summary. Public Comment will be honored by participants raising their virtual hand.

2. Call To Order

Minutes:

President Edlund called the meeting to order at 5:02 pm.

3. Flag Salute

Minutes:

There was no flag salute.

4. Approval of Agenda (Action)

Motion Passed: Motion to approve the agenda. Passed with a motion by Joleen Cline and a second by Traci Holt.

Yes Joleen Cline
Yes Leslie Edlund
Yes Traci Holt
Yes David Keller

5. Presentation(s)

5.a. Principal's Recognition Award - 5 minutes

Minutes:

The Plumas County Office of Education and Plumas Unified School District have exceptional pupils who do well academically and accomplish great things in and out of school. The Principal's Recognition Award recognizes outstanding pupils who display the characteristics promoted in the Governing Board's adopted vision and mission statements. Pupils are chosen by their respective schools for demonstrating personal achievement, and the skills necessary to be self-directed, productive and responsible citizens.

Austin Arredondo - Chester Jr/Sr High School Senior, and her mother Wendi Cheli.

Principal Terry Hernandez shared that the staff selected Austin Arredondo, sharing reasons including excellent, amazing student; passed AP English exam; never gives up; always helping others; lends a helping hand; constant support in these difficult times; positive qualities; slowly emerging as a leader in the last year or two, taking the lead in school activities; focused on academics. Willing to go outside her comfort zone. Strong, polite, caring understanding. She comes to every class ready and leaves her classmates better than she found them. Congratulations from the Board and staff!

5.b. Student Representative to the Board - 3 minutes

Minutes:

Procedural item: Principal Terry Hernandez will introduce Ashley Holt who has been selected to represent Chester Junior/Senior High School on the Board of Education.

Recommendation: Board Clerk Traci Holt will administer the Oath of Office to Ashley Holt who will serve as the Student Representative to the Board of Education for Chester Junior/Senior High School for 2020/21.

Mr. Hernandez shared that this role is a leadership appointment. Ashley has stepped up in the past several years as a leader, serving as a cheerleader and on ASB. She is very active in fundraisers and events, always organizing or assisting. Can always be counted on. Appreciates that she always comes to him to proactively to work details out in advance. Always positive, smiling. Will be a great representative to the board. Oath was administered by Board Clerk Traci Holt.

5.c. Student Feature - 5 minutes

Minutes:

Information item: A brief slideshow will be presented featuring students engaged in Distance Learning. Kristy Warren shared a slideshow from the first couple of weeks of school compiled by our Media Technician Cary Dingel. It has been a very different start to the school year, but it is nice to see some kids on our campus and engaged in distance learning (see attached).

6. Public Input

7. Student Achievement

7.a. Public Hearing for the Learning Continuity and Attendance Plan

Minutes:

Public Hearing: SB 98 establishes California EC Section 43509 and the Learning Continuity and Attendance Plan (Learning Continuity Plan) requirements for the 2020 21 school year.

Rationale: The Learning Continuity Plan template memorializes the planning process already underway for the 2020 21 school year and includes descriptions of the following: addressing gaps in learning; conducting meaningful stakeholder engagement; maintaining transparency; addressing the needs of unduplicated pupils, students with unique needs, and students experiencing homelessness; providing access to necessary devices and connectivity for distance learning; providing resources and supports to address student and

staff mental health and social emotional well-being; and continuing to provide school meals for students.

The Learning Continuity Plan adoption timeline of September 30, 2020 is intended to ensure the Learning Continuity Plan is completed in the beginning of the 2020 21 school year. Additionally, the timeline is intended to allow for communication of decisions that will guide how instruction will occur during the 2020 21 school year. This includes in-person instruction, according to health guidance, and distance learning, while providing critical opportunities for stakeholder engagement.

Financial Impact: The Learning Continuity and Attendance Plan (Learning Continuity Plan) is a key part of the overall budget package for K-12 that seeks to address funding stability for schools while providing information at the local educational agency (LEA) level for how student learning continuity will be addressed during the COVID-19 crisis in the 2020 21 school year.

Recommendation: Public Hearing. Will be brought back for approval with any modifications prior to September 30, 2020.

President Edlund opened the public hearing at 5:15 pm.

There being no comment, the hearing was closed at 5:16 pm.

7.b. Learning Continuity and Attendance Plan - 10 minutes

Minutes:

As a single county and district, one Learning Continuity and Attendance Plan is completed.

Recommendation: discussion on the District agenda item.

There were no questions regarding the plan.

8. Fiscal

8.a. Unaudited Actual Financial Report - 7 minutes

Minutes:

Information item: The Unaudited Actuals report is presented as the final step in the closing process for the 2019/20 fiscal year.

Rationale: Education Code requires that the county close its books and report its financial activities and position by October 15th of each year for the preceding fiscal year. This information is submitted to California Department of Education for review. During the Fall of 2020, the County's external auditors will audit the records contained in the enclosed packet. Should minor revisions be recommended by the external auditors, they will be presented to the Board at the October meeting. The final audit report deadline has been extended to March 2021.

Financial Impact: The county has a positive certification and is projected to meet its financial obligations in the current and subsequent fiscal years.

Recommendation: Information only, no action needed.

Lisa shared a presentation showing the financial position of PCOE. She shared a list of the programs which are provided by PCOE to Plumas County students.

Auditors are currently engaged in review of the unaudited actuals. Any budget revisions will return to the board in October.

8.b. Resolution 2021-02 Interfund Transfers - 2 minutes

Motion Passed: Motion to approve resolution 2021-02 Interfund Transfers. Passed with a motion by Traci Holt and a second by Joleen Cline.

Yes Joleen Cline
Yes Leslie Edlund
Yes Traci Holt
Yes David Keller

Minutes:

Action item: A resolution must be adopted annually to allow temporary borrowing between funds or accounts during the fiscal year.

Rationale: Although positive cash flow is projected throughout the 2020/21 fiscal year, it is prudent to have flexibility should the need arise for a temporary transfer between funds. Should a temporary transfer occur, the Board will be notified of the amount, reason, and expected duration of the need for interfund borrowing.

Financial Impact: No current impact.

Recommendation: Adopt Resolution 2021-02-01 to establish temporary interfund transfers of special or restricted fund moneys.

8.c. Resolution 2021-03 Adopting the Gann Limit - 2 minutes

Motion Passed: Motion to approve resolution 2021-03 adopting the Gann Limit. Passed with a motion by Joleen Cline and a second by Traci Holt.

Yes Joleen Cline
Yes Leslie Edlund
Yes Traci Holt
Yes David Keller

Minutes:

Action item: Proposition 4 was created in 1979, Gann Appropriations Limits. This proposition limits the growth in government spending to be no faster than the growth in population and inflation. By the virtue of this calculation, nearly every school district and county office of education is exactly at its Gann Limit.

Rationale: School agencies are required to perform Gann Limit calculations by the State Constitution. The County's calculation is included with the 19/20 Unaudited Actuals.

Financial Impact: None

Recommendation: Approval of Resolution 2021-03.
There are no adjustments to the PCOE Gann Limit.

9. Leadership

9.a. Resolution 2021-01 Adopting the Conflict of Interest Code - 2 minutes

Motion Passed: Motion to approve resolution 2021-01 adopting the conflict of interest code. Passed with a motion by David Keller and a second by Traci Holt.

Yes Joleen Cline
Yes Leslie Edlund
Yes Traci Holt
Yes David Keller

Minutes:

Action Item: The Political Reform Act requires state and local government agencies to adopt and promulgate conflict of interest codes.

Recommendation: Approval of Resolution 2021-01 Adopting the Conflict of Interest Code.

9.b. Board Vacancy - 5 minutes

Minutes:

Information item: The Governing Board member representing District 3, Quincy area, has resigned effective September 4, 2020. As a result a provisional appointment will be made to fill the vacancy.

Those interested must reside in the Quincy, District 3 (map attached) attendance area.

Applications will be accepted on Edjoin: <https://www.edjoin.org/PlumasUSD>. Applications are due by 10/2/20. Interviews will be scheduled at a future date to be determined.

Leslie shared a letter of resignation which was received from Trustee Pierson effective 9/4/20.

District 3 encompasses West Quincy, Meadow Valley, Twain and points in between. Policy, financial oversight, supervision of superintendent. Meet typically once monthly, with special meetings as needed. A small stipend, but should be considered primarily a volunteer position. Someone who is deeply concerned about public education and the education of our children. We will likely conduct interviews during the October board meeting, and will be seated immediately. We have big shoes to fill with Mr. Pierson's

Joleen: A wonderful opportunity, a great experience to work with Dwight, even with difficult topics, a wealth of experience/information. Will remember the outstanding examples that he provided.

Traci: echoed above; will miss the depth of knowledge, superintendent of the year for Iowa. Began their journey together 9 years ago on the 7-11 committees. Do what is best for kids.

Board members together in 2014. Many highs and lows; mostly highs. Will miss him. Bus collection at the DO. Will always look at the bottom right hand corner! Looking forward to seeing him and having a conversation about life!

Dave: encouraged Dave to run for the board, sharing information. Got to know him personally, speaking about a variety of topics. He has a lot of stories about all phases of life. Sat together at meetings for years, sharing a candy dish. Integrity and diligence. Forthright

and honest. Not always easy to do. Played a key role in the board's ability to be trusted. Will miss him. We can choose a successor, but hard to replace Dwight.

Leslie: met Dwight at 7-11 committee meeting at Pioneer Elementary. Dwight announced that they would have consensus. He was elected Chairperson and they did come together to make decisions. He encouraged Leslie to run for the board. He has already reached out to her as a constituent. He always wants what is best for kids. Will miss him terribly. He has been an incredible spokesperson for the district.

10. Staff

Minutes:

Information Item: A final draft/copy of the memorandum of understanding is attached for review. PCOE and PCTA are in agreement regarding the 2020/21 reopening of schools.

The attachment reflected several months of negotiations over the summer regarding working conditions during COVID-19, ensuring the safest possible return to school and working conditions. Appreciation shared of the PUSD and PCTA negotiating team for the resulting document.

10.a. PCOE/PUSD/PCTA Memorandum of Understanding - 5 min

10.b. Personnel Items

10.b.1. Personnel transactions included with this agenda

Minutes:

Information item: This agenda may include, but is not limited to, contract employee agreements.

Recommendation: Information only, approved by the County Superintendent.

There were no questions regarding the personnel transactions.

11. Service contracts included with this agenda

Minutes:

There were no questions regarding the service contracts.

12. Consent item - 1 minute

12.a. Minutes from the Board Meeting

12.a.1. 8/12/20

Motion Passed: Motion to approve the minutes from 8/12/20. Passed with a motion by Joleen Cline and a second by Traci Holt.

Yes Joleen Cline
Yes Leslie Edlund
Yes Traci Holt
Yes David Keller

13. Future Agenda Items

Minutes:
None noted.

14. Adjourn

Motion Passed: Motion to adjourn at 5:43 pm. Passed with a motion by Joleen Cline and a second by Traci Holt.

Yes Joleen Cline
Yes Leslie Edlund
Yes Traci Holt
Yes David Keller
Absent Dwight Pierson

These minutes have been reviewed and approved by the Governing Board at its Regular Meeting on _____.

Leslie Edlund, Board President

Terry R. Oestreich, Superintendent