

Board Highlights

NMCUSD Agenda Online

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Sept 2018 Meetings

Public Hearing and Adoption of Pupil Textbook and Instructional Materials:K-6 Instructional Materials Adoption for English Language Arts/English Language Development Program 2, K-2 Instructional Materials Adoption, Biliteracy Language Arts/English Language Development Program Adoption:

In February 2018, notice was publicized to all staff that our District was inviting all interested teachers to be part of the English Language Arts Adoption Committee. The Committee met six times from February to May 2018, during which the purpose, framework, and criteria was developed using resources from the CCSESA/CISC Toolkit, a focus standard was chosen with input from Curriculum Council, an evaluation form was created, the top two instructional programs were chosen by each grade level span based on our criteria, pilot training was provided for the top two programs per grade level span, and pilot materials were implemented.

Based on the evaluation forms and input from the English Language Arts Adoption Committee, Benchmark Advance and Benchmark Adelante are recommended for consideration. More information about the program can be found at: <http://benchmarkadvance.com/> Sample instructional materials will be available for Public Review from August 23 until September 13. All elementary sites will also have sample materials available for review by District teachers.

A Public Hearing was held at the Board Meeting on Thursday, September 13 at 7:00PM prior to the Board taking action to **adopt the recommended instructional materials.** ([View ELA Pilot and Adoption PowerPoint here](#))

Adopted Updated Board Policy 3553 and Administration Regulation 3553- Free and Reduced Price Meals:

The policy has been updated to reflect new law SB 138 which requires districts to apply by September 1, 2018, for a federal universal meal service for "very high poverty schools," as defined, for the purpose of providing breakfast and/or lunch free of charge to all students enrolled at the school. The district has recently been certified for the Community Eligibility Program (CEP) and under this program all students will be able to eat breakfast and lunch; there is no free and reduced meal application needs to be completed for a student to qualify. ([View BP/AR 3553 Here](#))

Adopted Updated Board Policy 3551 and Administrative regulation 3551 – Food Service

Operations/Cafeteria Fund: The policy has been updated to reflect new law SB 250 which requires districts to make their meal charge policy public and ensure that students with unpaid meal fees are not shamed or treated differently than other students. The updated Regulation also adds new section

Superintendent Reports:

- NMC HS held their Back to School on Mon. August 27
- Elkhorn Elementary School held its Back to School Night on Weds. August 29
- Prunedale Elementary held Back to School Night on Thurs. August 30
- NMC MS held Back to School Night on Thurs. Sept. 6
- Echo Valley Elementary held Back to School Night on Tues. Sept. 11
- Castroville Elementary held Back to School Night on Weds. Sept. 12-
- Central Bay High held Back to School Night on Weds. Sept. 19
- College ad Career Fair was held Weds. Sept. 26 at NMCHS from 6:00 p.m.
- Be GLAD trainings completed in August/Sept. and will also be in Nov./March
- ELA/ Content Literacy Curriculum Council and Math Curriculum Council held meetings
- 6- 8 Math teachers were trained on the Go Math program pilot curriculum between Oct.-Jan.
- Oct. 10 was College and Career Day at NMCHS

reflecting new law SB 557, which authorizes donation of unused, unopened foods to a food bank or other nonprofit charitable organization when possible.

([View BP/AR 3551](#) Here)

Adopted Updated Board Policy 3516 and Administrative Regulation 3516- Emergency and Disaster

Preparedness Plan: This policy update expands the paragraph on the involvement of staff and community groups in plan development, consistent with U.S. Department of Education recommendation. The policy also adds training on staff responsibilities in an emergency or disaster, clarifies staff's legal obligation to serve as disaster service workers, and clarifies that board members are not considered disaster service workers. The Administrative Regulation expands prevention strategies to include measures to increase the security of school facilities, expands crisis communications methods to include social media and electronic communications, and adds assembly of key information into a "crisis response box" that can be easily accessed in an emergency. ([View BP/AR 3516](#) Here)

Adopted Updated Board Policy 3514.1 Hazardous Substances: Policy has been updated to reflect the legal requirements regarding the use and storage of toxic art and craft supplies, formerly in BP 6161.3 - Toxic Art Supplies. ([View BP 3514.1](#) Here)

Adopted Updated Board Policy 3514 and Administrative regulation 3514- Environmental Safety: The policy and regulation have been updated to reflect new law AB 746, which provides that, if a community water system finds lead above specified levels in a school's potable water system, the district must notify parents/guardians, shut down fountains and faucets, and provide a source of drinking water to students. The policy also deletes details regarding district strategies that are duplicated in the Administrative Regulation. This Regulation also updates material related to particulate filters in school buses and carbon monoxide detectors to reflect current law. ([View BP/AR 3514](#) Here)

Approved the Agreement with Marzano Research LLC., to Provide Training in Formative

Assessment, Standards-Based Grading Solutions and a Focus on Grading and Proficiency Scales:

Middle and high school teachers, specialist and administrators will participate an all day training on February 1, 2019 regarding best practices for implementing standards based grading solutions and formative assessments in order to monitor, immediately respond, and track student progress and growth in mastery of identified standards and skills as outlined by individual standards and related proficiency scale.

Approved the 0.125 FTE Yard Duty Increase at Echo Valley Elementary: Echo Valley safety and supervision needs have been reviewed and an additional 0.125 FTE increase (1 hour) to Yard Duty positions are needed. Appropriate supervision includes, multiple playgrounds before school and during recesses and lunch, the cafeteria during breakfast and lunch and the campus and exit points before and after school.

Adopted 1.0 FTE Translator/Interpreter: Currently, a District Program Secretary-Bilingual position is vacant. Upon review of the needs of the Educational Services department and the Superintendent's office, it is recommended that the district hire and fill the position with someone who is able to translate official district documents required to be sent out to parents and the community and to translate at District meetings and events in Spanish, such as board meetings. ([View Translator/Interpreter position here](#))

Approved 1.2 FTE Occupational Therapist positions: Occupational Therapists are responsible for pre-referral observations, evaluations, data collection, goal development, and providing direct service to students. They also provide consultation services to general and special education teacher and classified staff, and work as a part of the IEP team. The District is recommending an additional 1.0 FTE in order for the District to hire its own Occupational Therapist and eliminate the need for the use of the agreement with the outside provider.

Approved the 2017-2018 Unaudited Actuals Report: The attached financial statements represent the unaudited actuals for the District for the period ending June 30, 2018. They encompass all funds of the

District, which must demonstrate both positive cash and ending fund balances at the end of the fiscal year. Education Code 42100(a) requires that this information be submitted to the County Office of Education by September 15.

The 2017-2018 Unaudited Actuals in the SACS financial reporting format are currently available for inspection in the Business Services Department at the District Office. ([View 1718 Unaudited Actuals PowerPoint here](#))

Approved the 2017-2018 Gann Limit Resolution No. 2018-1909: In November 1979, the California electorate adopted Proposition 4, commonly called the "Gann Amendment", which added Article XIII B to the California Constitution. The provisions of that Article establish maximum appropriation limitations, commonly called the "Gann Limit" for public agencies, including school districts. Government Code 7906(f) states, "Each school district shall report to the Superintendent of Public Instruction and to the Director of Finance at least annually its appropriation limit, its appropriations subject to limitation, the amount of its State aid apportionments and subventions included within the proceeds of taxes of the school district, and amounts excluded from its appropriations limit, at a time and in a manner prescribed by the Superintendent of Public Instruction and approved by the Director of Finance." Gann Limits only constrain the appropriations from state and local tax sources, and so federal aid is excluded, as well as nontax incomes, such as revenues from cafeteria sales and adult education fees.

Attached is Form GANN which demonstrates that the District has not exceeded this limit for fiscal 2017-18 (page 3, Line 11 and 12). Line 11 on the far right hand side shows what the Adjusted Appropriations Limit is for the 2018-19 year based on the adopted budget. Also, Form CA in the SACS financial packet demonstrates that no adjustments to the appropriations limit per government code Section 7902.1 are required. ([View GANN 2018-19 Res. 2018-1902](#))

Approved the Education Protection Account (EPA) Final Expenditures for 2017-2018: At the beginning of the 2012-13 fiscal year, the District's adopted budget was required to include a mid-year trigger cut should Proposition 30 fail to pass with the voters. When Proposition 30 did pass, it guaranteed flat funding to the prior years' revenue limit. As a result, and pursuant to Article XIII, Section 36, of the California Constitution, school districts are now required to publicly disclose the amount of money received and how these monies are spent as a result of the passage of Proposition 30. The Education Protection Account (EPA) was created to enable Districts to fulfill their requirement to separately account for these dollars. One of the directives of this Article is that the governing board is required to make the spending determinations in an open session of a public meeting prior to June 30th of each year. At the June 15, 2017 Board meeting, the District estimated revenue and expenses at \$5,520,376. This final report demonstrates total EPA funds of \$6,181,523 of which 100% was spent on Instruction.

For our District to remain in compliance with Article XIII, Section 36, of the California Constitution, the Board of Trustees is being asked to review and approve the Final Cost Exhibit for the 2017-18 year. A worksheet disclosing the final amount of EPA funds expended for 2017-18 is attached. These expenditures are in alignment with the spending plan previously approved by the Board. This document will be posted on the District's website under the Business Services section. ([View EPA Form Final Expenditures 2017-18 here](#))

Approved Budget Amendments for the Period of July 1 through July 31, 2018: Budget amendments are recommended to ensure accurate projections of the District's net ending fund balance. These amendments come in two categories, revisions and transfers.

A Budget Revision results in either an increase or decrease to the estimated ending fund balance such as revised grants, apportionments, ADA adjustments impacting revenue, program requirements, unknown personnel or operating expenses, etc.

A Budget Transfer is when changes are made to the existing budget between accounts within the same resource to update the existing spending plan with new information; amounts are simply being re-allocated to support the current plan such as decreasing the Supplies and Materials budget line and increasing the Travel and Conference budget line in order to send individuals to an important professional development opportunity that had not been part of the sites original spending plan.

At each fiscal reporting interval, all budget transfers and revisions are combined in to the SACS financial reporting statements. Between those reporting periods, however, these summary reports will be provided

to the board to ensure greater transparency of the detail behind budget changes. Upon the close of the fiscal year, estimated ending balances are updated to reflect the actual activity; thereby requiring adjustments to the adopted budget assumptions.

The attached reports of budget amendments represent the revisions and transfers for the month of July, 2018. Board Policy 3100 requires that this information be submitted for board approval. ([View Budget Revisions for the Month of July 2018 here](#))

Adopted the Revised Governance Handbook: ([View Governance Handbook 4-18-2018 here](#))

Information Report on Certificated Employee Who Work Beyond the School Year Calendar and

Impact on Retirement Pension: The Board at a prior meeting requested additional information on the impact of STRS retirement for Teachers on Special Assignment (TOSA) who work beyond the regular school calendar and who have different associated job descriptions.

In the 2015-2016 school year, NMCUSD created certificated Specialist positions with associated job descriptions. As a result, new work calendars and salary schedules were created for these positions and agreed upon through the negotiations process. Legal guidance was provided at that time on the formation of these positions as it related to the impact of STRS, to ensure the District remained in compliance with STRS rules and regulations.

([View Legal Analysis re: CALSTRS Employer Contribution for TOSAs here](#))

Adopt Resolution 2018-1905 Week of the School Administrator on October 17-12, 2018

([View Resolution 2018-1905 here](#))

Adopt Resolution 2018-1904 to Participate in the California Energy Commission School Bus Replacement Program

This is a competitive grant solicitation. The California Energy Commission's (Energy Commission's) School Bus Replacement Program announces the availability of up to \$78.7 million in grant funds for the replacement of the oldest school buses in California.

This resolution demonstrates the District's commitment to protecting the environment by reducing the dependency on petroleum transportation fuels and increase the use of alternative fuels, advanced vehicle technologies and providing our students with safe transportation. ([See Resolution here](#))

Approve Job Description and Positions for Career Technical Education Instructional Aides

A number of CTE classes are large due to student interest. Education Code 49320 states, "the number of students in any industrial education facility ... shall not exceed the number of basic work stations designed for the number of students assigned..." The arrangement of the facilities requires additional adult support, so that multiple areas of the existing facilities can be utilized at one time and ensure compliance with Education Code 49320. The 2 proposed positions would each be 0.85 FTE for a total of 1.7 FTE for both positions. This is an average of 6.8 hours each school day for coverage of periods 1 through 6 at the high school. ([See job description here](#))

Adopt Resolution 2018-1906-Classified Layoff

The Migrant Program funding has been reduced for the 2018-2019 school calendar year. In preparation for this reduction, the district has not filled a vacant Migrant Education Assistant position, which became vacant due to a retirement. However, there is a need to further reduce staffing to meet the current reduction of funding. The resolution would allow the district to provide all legal notices by the 60 day timeline requirement and reduce this position effective December 1, 2018. There are currently 2 Migrant Education Student Advocate positions, the layoff would result in a reduction of one of these positions. These positions collaborate with district personnel and various outside agencies or provide services and resources to out-of-school youth as a component of the regional Migrant program. ([See Resolution here](#))