UNADOPTED

Minutes of
Madera County Board of Education
September 14, 2021

Present: Cathie Bustos, Shelley Deniz, Tammy Loveland, Zimri Padilla, Alfred Soares, Jr., Joe Vived, Dr. Cecilia A. Massetti, Executive Secretary

Absent: Brian Ramirez

Also Present: Julie DeWall, Jessica Drake, Dennis Lingo, Dianna Marsh, Jennifer Pascale, Tricia Protzman, Emanuel Rojas

1.0 Call to Order
1.1 Flag Salute
President Alfred Soares, Jr., called the meeting to order at 3:31 p.m., followed by the flag salute.

2.0 Consideration of Minutes
2.1 Regular Meeting August 10, 2021
Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Tammy Loveland moved to approve the minutes of August 10, 2021, as presented, seconded by Cathie Bustos and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

3.0 Adoption of Board Agenda
Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Cathie Bustos moved to adopt the agenda as presented, seconded by Zimri Padilla and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

4.0 Information
President Soares, Jr., stated this time is offered to members of the public wishing to address the Board on matters under the jurisdiction of the Board, but not listed on the agenda. Board members may listen to, but not discuss matters not on the agenda.

(G.C. 54954.2) The Board will not take action on any items presented under public comment. Speakers are limited to three minutes.

Mrs. Pascale stated no written or verbal comments were submitted for this agenda item. No one came forward to address the Board.

4.1 Public Comment

4.2 Letters and Communications

Dr. Massetti announced that a member of the public sent information to some of the Board members. She provided the information to members that did not receive it for review at the meeting.

4.3 Non-School Sources

Executive Secretary Massetti reported:

- Information regarding the Mental Health Services Grant is in the Camarena Health annual report. Camarena Health partnered with Madera County Superintendent of Schools (MCSOS) and Madera County Department of Behavioral Health to create the Madera County Youth Behavioral Health Collaborative. Three navigators have been hired to monitor student mental health throughout Madera. The navigators may be notified when a student is hospitalized for mental health reasons. The navigator works with the school district to ensure the student has the proper supports in place upon returning to school. Navigators also provide assistance to students in need of social emotional guidance. A referral process has been established for educators to refer students for assistance. A navigator will be in Eastern Madera County two times a week. The navigators will serve the Ranchos area and Chowchilla schools as well. Madera has clinics available to students at Madera South and Matilda Torres. The grant is for three years.

4.4 Madera County School Boards Association (MCSBA) Executive Committee Meeting Report

Mrs. Deniz reported the August 25th meeting had a good turnout despite the lengthy drive to Oakhurst. Members were grouped for table talk discussions regarding COVID-19 and district responses. Three superintendents participated in a panel discussion. They talked about what went well during COVID-19 and what might be changing. The next meeting is scheduled for March 2 at MadTech in Madera and Kevin Gordon will present on legislative and budget updates.

Dr. Massetti added that Dr. Linda Jordan will provide professional development for MCSBA members this Saturday from 9 a.m. – 12 p.m. There is still time to register. The Zoom link will be sent later this week.

4.5 Madera County Foundation Board Report

Mrs. Bustos reported an upcoming meeting will be held next week.

4.6 Member Report(s)

Mr. Vived reported he talked with a constituent who asked why MCSOS does not advertise like Tulare, Fresno, and Merced. Dr. Massetti noted that the cost to promote MCSOS on television is about the cost of an instructional assistant's salary. Her preference is to keep the money focused on the students. She offered to re-evaluate the cost. She also noted during times of crisis when money has been tight, MCSOS has not laid off employees close to the classroom. The priority has always been people first.

Mrs. Deniz noted that Los Banos Unified School District is paying substitute teachers $500 a day due to the limited number of people available. Dr. Massetti stated the regular Los Banos rate is $250. Substitutes are hard to find right now and some districts are offering to pay more as incentive.

5.0 Information from the Superintendent and Staff

5.1 Cyber Security and Information Technology

Dennis Lingo and Emanuel Rojas presented on Information Systems and Technology Services (ISTS) and cybersecurity. Mr. Lingo stated technology in education increases student engagement and learning, provides instructional resources for teachers, and builds 21st century skills. It is utilized for web-based research, reading and math programs, computer-based testing, learning management systems, robotics, and programming. ISTS provides support for many of the districts in Madera.

Core Services include:

- Application Services: Excellence in Education video/slide show; vetting software for AB 1584 compliance; management of all iPads including software installation and remote control; SharePoint and OneDrive Cloud applications; and training for Office 365 and Google Classroom

- Technology Services: Computer technology installation maintenance and repair; summer maintenance; contracts with districts or charter schools; and critical data management. Personal identifiable information (PII) is protected by ISTS from cyberattacks and ransomware.

Mr. Lingo explained that cybersecurity is complicated and ever changing. There are many variables that must be monitored and controlled to keep MCSOS up and running safely. K-12 schools and financial systems are targeted 10,000 times per minute. There were over 200 million phishing attacks in the U.S. in 2021. Cyberattacks embed malicious code into computer systems and can gain access or damage computers undetected. Ransomware, also known as cyber extortion, prevents access to company data by encrypting files. Often times data is lost.

ISTS protects MCSOS with firewalls, email and data filters, anti-virus software, and an access list on the edge routers to block traffic.

Hackers get in by exploiting outdated software with known vulnerabilities or through open ports in the firewall. They also use e-mail phishing. Mr. Lingo noted people are the weakest link in security. 97% of people cannot identify a fake e-mail.
ISTS sends out fake phishing e-mail. Employees who open the e-mail and click a link receive a call from Mr. Lingo and are provided cybersecurity training.

Mr. Rojas explained services for MCSOS. ISTS provides the equipment and tools necessary for staff, students, and school district employees. ISTS helps to enhancement productivity, collaboration, and enable online or remote access.

ISTS supports school districts with advanced network routing and switching, server configuration, firewall configurations, and troubleshooting.

The local area network (LAN) connects buildings and school campuses so that they appear to be under one umbrella. An employee may be opening a file from a site in Oakhurst, but the user sees what would be seen at a Madera location.

The wide area network (WAN) supports all County school districts with access to the Escape Financial System as well as servers as an Internet Service Provider (ISP).

MCSOS has three data centers hosting 118 virtual servers. The centers are equipped with air conditioning, uninterruptible power supply integration, and secure access to the facilities. ISTS manages 41 terabytes of data. 1 terabyte can hold 6.5 million documents, 250 movies, or 585,920 pictures. Each server is backed up and ISTS has an external way of recovering documents.

While Distance Learning is no longer being offered, MCSOS maintains the ability to connect students and staff remotely. ISTS worked with Verizon to create a network for five school districts. The network allows the end user to browse the internet safely. ISTS can block sites that are not appropriate. Staff who need to work remotely, such as itinerate staff, are given a Virtual Private Network (VPN) that provides a safe connection with encryption.

6.0 Old Business
None

7.0 Closed Session
None

8.0 New Business
8.1 Consideration Issuance of Temporary County Certificates
Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Mrs. Protzman asked the Board to ratify the issuance of Temporary County Certificates (TCCs) from August 1-31, 2021. TCCs are issued in order to authorize the individual to work while the California Commission on Teacher Credentialing reviews his/her waiver

request, emergency permit, initial and/or renewal credential application packet.

Tammy Loveland moved to ratify the TCCs, seconded by Shelley Deniz and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

8.2 Consideration Disposition of Surplus/Obsolete Equipment
Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Mrs. DeWall provided the Board with a list of equipment declared obsolete. Items included: desktop computers, laptops, a Chromebook, monitors, and specialized items for Special Education programs that are no longer of use.

Joe Vived moved to approve the list of surplus/obsolete equipment submitted, seconded by Zimri Padilla and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

8.3 Consideration Annual Update of Handbook for Emergency Care, Infectious Diseases and Specialized Care
Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Ms. Drake reported there are no changes to the policies and procedures. Only phone numbers and contacts have been changed. Updated pages will be distributed to school sites once approved.

The California School Nurse Association is updating its Green Book. When that is finalized, changes may need to be made to this document.

Shelley Deniz moved to approve the changes to the Handbook for Emergency Care, Infectious Diseases and Specialized Care, seconded by Cathie Bustos and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

8.4 Approval of 2020-2021 Budget Revisions
Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Mrs. Deniz asked if the budget is usually revised this often. Julie said this is typical.

Mrs. DeWall reported the largest adjustments have been savings recognized for supplies and services. A lot of the trainings and fieldtrips did not occur last year due to COVID. Revenue is up from what was budgeted. All other areas have remained relatively the same.

Many funds are coming in with many requirements attached. Staff are having to closely evaluate how to spend the funds. For example, Gould needs a new playground. There are COVID funds for providing instruction outdoors. The proposed expenditure may be written in a way that shows how the playground will be used for outdoor instructions. The playground will have a variety of sensory structures which help students with special needs learn.

Tammy Loveland moved to approve the MCSOS 2020-2021 Budget Revisions, seconded by Joe Vived and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

8.5 Consideration Revision of Board Bylaws MCBE BB 9630 Expulsion Appeals
Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Dr. Massetti noted that a new tab would be created for the Board Bylaw binders: 9600 Appeals. One of the duties of the Madera County Board of Education (MCBE) is to serve as an appellate Board. This activity falls within the scope of MCBE and has been added as a section “9600 Appeals” to the Board Bylaws. MCBE BB 9630 was updated in accordance with legal requirements. Changes were marked in red.

Shelley Deniz moved to approve the changes made to MCBE BB 9630 Expulsion Appeals, seconded by Tammy Loveland and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

8.6 Consideration Acceptance of Expulsion Appeal Handbook
Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Mrs. Marsh stated only one appeal has been brought to the Board in the last 10 years.

A new expulsion appeal has been brought forward, which will be heard by the Board in October. In preparation for the expulsion appeal hearing, Mrs. Marsh updated the Expulsion Handbook. The handbook is for parents. Parent have 30 days to file an appeal. At times, an expulsion is suspended and a behavior contract is created, but the student violates the contract, the expulsion goes through and if the violation occurred 30 days after the initial expulsion, there is no opportunity for appeal.

Mr. Vived asked about new evidence. Mrs. Marsh provided an example. A student committed a crime after school at another student's home. New evidence was introduced showing that the student had gone home before going to the other student's home and committing the crime. Because the child went home before committing the crime, he was no longer under the jurisdiction of the school and the expulsion was overturned. The district had to take student back and the expulsion was expunged from his record.

Joe Vived moved to approve the Expulsion Appeal Handbook as presented, seconded by Zimri Padilla and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

President Soares, Jr., opened the Public Hearing at 5:15 p.m. The Public Hearing was closed at 5:16 p.m. There were no public comments.

8.7 Consideration of Resolutions to Determine Sufficiency of Textbooks and Instructional Materials for Students Served in Madera County Superintendent of Schools Programs

Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

8.7.1 Resolution No. 2, 2021-2022 Availability of Instructional Materials (Special Education)

Ms. Drake reviewed the curriculum and materials used in Special Education programs. The Unique curriculum is used at Gould. Students on integrated sites use the district curriculum. A list of the curriculum was included in the Board packet.

8.7.2 Resolution No. 3, 2021-2022 Availability of Instructional Materials (Career Technical and Alternative Education)

Mr. Cogan noted a list of curriculum for CAES was included in the Board packet. There is nothing new this year. There are sufficient materials for CAES students.

8.7.3 Adoption of Instructional Materials for Pupils in Grades 9-12

Mr. Vived asked why there were no civics offerings in Chowchilla. Mrs. DeWall noted that civic curriculum was on the fourth page of Chowchilla's list.

Shelley Deniz moved to approve Resolution No. 2, 2021-2022 Availability of Instructional Materials (Special Education), Resolution No. 3, 2021-2022 Availability of Instructional Materials (Career Technical and Alternative Education), and moved to adopt the Instructional Materials for Pupils in Grades 9-12, seconded by Joe Vived, and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None
Absent: Ramirez

8.8 Update on Trustee Area Adjustment

Dr. Massetti reported that the Federal Government has given the census data to the State. The State will pull out prisoner counts. The demographer will take that information and breaks it out by district. He will look to see if areas need to be balanced. Then maps will be drawn and brought to the Board for consideration and approval.

The County Office and districts must complete the process by the end of March. If districts do not complete their process by April 1, the County Board will need to step in to balance areas for districts.

9.0 Other

9.1 Possibility of Special Board Meeting September 20, 2021, at 4:00 p.m. for Expulsion Appeal

Dr. Massetti stated that at the time the Board packet was mailed, an expulsion appeal had been brought forward and a potential hearing date was set. However, the parent has requested an extension and the hearing will be held at the regularly scheduled Board of Education October meeting. Mrs. Marsh said a binder with pertinent documents will be provided to all Board members and President Soares, Jr. will have a script reviewed by legal counsel.

The expulsion hearing will be held in closed session. Legal counsel will be present and will summarize the report out statement for the president when the Board comes out of closed session. A decision must be made that night. Mrs. Marsh will send registered letters to both parties after the hearing with the decision.

10.0 Adjournment

Mrs. Pascale stated no written or verbal comments were submitted for this agenda item.

Tammy Loveland moved to adjourn the meeting, seconded by Cathie Bustos and carried by unanimous vote.

Ayes: Bustos, Deniz, Loveland, Padilla, Soares, Jr., Vived
Noes: None
Abstain: None

Absent: Ramirez

The meeting adjourned at 5:25 p.m.

Respectfully submitted,

Cecilia A. Massetti, Ed.D.
Executive Secretary