

**NAPA COUNTY OFFICE OF EDUCATION**  
**Barbara Nemko, Ph.D., Superintendent**

The Napa County Board of Education will hold a regular meeting on Tuesday, April 5, 2022, at 3:30 p.m. **Members of the public may attend the meeting virtually. Please view Public Participation information below.**

**This meeting will be conducted as a Teleconference. Chambers will be closed.**

<https://napacoe.zoom.us/j/82587610788>

**1. ORGANIZATION**

A. Call to Order

B. Flag Salute

C. Public Participation

Members of the public are invited to participate in person or can join by computer, tablet, smartphone, or telephone. Remote access can be achieved by following the instructions below:

**Join from PC, Mac, Linux, iOS or Android:**

You are invited to a Zoom webinar.

When: April 5, 2022 03:30 PM Pacific Time (US and Canada)

Topic: NCOE April Board Meeting

Please click the link below to join the webinar:

<https://napacoe.zoom.us/j/82587610788>

Or One tap mobile :

US: +16699006833,,82587610788# or +12532158782,,82587610788#

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Dial (for higher quality, dial a number based on your current location):

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Webinar ID: 825 8761 0788

International numbers available: <https://napacoe.zoom.us/j/82587610788>

D. Welcome to Visitors

E. Approval of Agenda

F. Approval of the Minutes – March 1, 2022 and March 15, 2022 meetings.

G. Public Comment

Members of the public wishing to provide public comment must request to be called upon using one of the following options:

i. using the chat feature on the web conference to send a request to meeting hosts, or

ii. using the hand raising feature in the participant panel on the web conference, or,

iii. emailing a request to [jschultz@napacoe.org](mailto:jschultz@napacoe.org) or [jhefley@napacoe.org](mailto:jhefley@napacoe.org).

Comments by the Public for Items on the Agenda: Anyone may provide public comment to the Board in support of, or in opposition to, any item being presented to the Board for consideration on the agenda during the Board's consideration of the item. Individuals shall be allowed up to three minutes for their presentation.

Comments by the Public for Items NOT on the Agenda: Suggestions, comments, and requests may be presented to the Board at this time, for items not on the agenda, on those subjects over which the Board has jurisdiction. Normally, the Board will take no action on

any topic at this time. Individuals shall be allowed up to three minutes for their presentations.

**2. PRESENTATIONS**

- A. Community Programs Expanded Learning Programs (Asha MacDowell Expanded Learning Manager Elementary, and Casey Wedding, Expanded Learning Manager Secondary)

**3. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS**

The Superintendent and/or Board members may report miscellaneous items for information purposes.

**4. CONSENT AGENDA ITEMS**

Background information on these items is provided to the Board prior to the meeting. Action is taken by a common motion without discussion unless discussion of an item(s) is requested by a Board member(s).

- A. Temporary County Certificates: Education Code Section 44332 authorizes the issuance of Temporary County Certificates for the purpose of authorizing salary payments to employees whose credential applications are being processed. (Julie McClure, Associate Superintendent)
- B. Approval of Resolution 2022-11: Board Member Compensation. Napa County Board of Education Bylaw 9250(a) provides for compensation to its Board members for attending meetings. The Bylaw further provides for compensation to members who miss meetings of the Board while performing designated services for the county or absent because of illness, jury duty or a hardship deemed acceptable by the Board. (Julie McClure, Associate Superintendent)

**5. ACTION ITEMS**

- A. Board Approval Resolution 2022-12 Authorizing Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code section 54953. This proposed determination will be evaluated, discussed and reconsidered every 30 days. The Board will be asked to approve Resolution 2022-12 Authorizing Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code section 54953. This proposed determination will be evaluated, discussed and reconsidered every 30 days. (Josh Schultz, Deputy Superintendent)
- B. Board Approval Implementation of Education Code 1090 – Board Compensation. The Board will be asked to approve Implementation of Education Code 1090 – Board Compensation. (Josh Schultz, Deputy Superintendent)
- C. Board Approval Atlas Peak Construction Notice of Completion. The Board will be asked to approve the Atlas Peak Construction Notice of Completion. (Josh Schultz, Deputy Superintendent)
- D. Board Approval of the California Basic Educational Skills Test (CBEST) Waiver Blanket Statement indicating that the county intends to employ substitute teachers on CBSET

Waivers during the school year. The board will be asked to approve the CBEST Waiver Blanket Statement. (Julie McClure, Associate Superintendent)

- E. Adoption of Resolution 2022-13 (Declaration of Need for Fully Qualified Educators): The Board will be asked to approve Resolution 2022-13 that will allow the Napa County Office of Education to ensure, in emergency situations that all classrooms are fully staffed with qualified certificated personnel in accordance with Education Code 44258.9. (Julie McClure, Associate Superintendent)
- F. Board Approval of Resolution 2022-14 for Bridge Financing for State Building Fund Application. The Board will be asked to approve Resolution 2022-14 for Bridge Financing for State Building Fund Application. (Josh Schultz, Deputy Superintendent)
- G. Board Approval Silver Creek Industries Notice of Completion. The Board will be asked to approve the Silver Creek Industries Notice of Completion. (Josh Schultz, Deputy Superintendent)
- H. Board Approval A-G Completion Improvement Grant Program Plan. The Board will be asked to approve the A-G Completion Improvement Grant Program Plan. (Josh Schultz, Deputy Superintendent)
- I. Board Approval Ratification of Written Findings Regarding Denial of Petition to Form the Mayacamas Charter Middle School. The Board will be asked to approve the Ratification of Written Findings Regarding Denial of Petition to Form the Mayacamas Charter Middle School. (Josh Schultz, Deputy Superintendent)
- J. Board Approval of Napa County Sheriff's Office Access to Camille Creek Camera System Under Emergency Circumstances. The Board will be asked to approve the Napa County Sheriff's Office Access to Camille Creek Camera System Under Emergency Circumstances. (Josh Schultz, Deputy Superintendent)

**6. SCHEDULED MATTER**

Discussion, review, and direction regarding:

- A. Possible motion of support of state and federal legislative updates and positions on legislation. (Jennifer Kresge, Board Trustee)

**7. INFORMATION ITEMS**

- A. Personnel Activity Report: vacancies, listing of personnel appointments, terminations, transfers, etc. (Julie McClure, Associate Superintendent)
- B. Williams Uniform Complaints Procedures Quarterly Report (Josh Schultz, Deputy Superintendent)
- C. Update Fiscal Health of Districts (Josh Schultz, Deputy Superintendent)
- D. Preliminary Budget Report (Josh Schultz, Deputy Superintendent)
- E. Name and Number Changes to Board Policies for Information Purposes (Julie McClure, Associate Superintendent)

- F. Update COVID Program (Julie McClure, Associate Superintendent)
- G. Preschool Special Education Transfer (Barbara Nemko, Superintendent)
- H. Staff Appreciation/Recognition - National Teacher/Staff Appreciation week is May 2-6, 2022 (Barbara Nemko, Superintendent)
- I. Update Board Meetings in other locations (Jennifer Kresge, Board Trustee)

**8. FUTURE AGENDA ITEMS**

**9. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION**

A regular meeting of the Napa County Board of Education will be on Tuesday, May 3, 2022.

**10. ADJOURNMENT**

In compliance with the American with Disabilities Act, if special assistance is needed to participate in this meeting, contact the Napa County Office of Education (NCOE) at 253-6810. Notification forty-eight hours prior to the meeting will enable the NCOE to make reasonable arrangements to ensure accessibility to this meeting. I HEREBY CERTIFY THE AGENDA FOR THE STATED MEETING WAS POSTED ON THE NCOE WEBSITE, NCOE'S DISPLAY CASE AT 2121 IMOLA AVENUE, NAPA, CA 94559, and the Napa Preschool site, on Friday, April 1, 2022. Informational material is available for review at the NCOE.

Ellen Sitter, Recording Secretary  
NCOE Board of Education

**MEETING OF THE NAPA COUNTY BOARD OF EDUCATION  
Tuesday, March 1, 2022**

**Members present**

Remote Attendance: Don Huffman, Janna Waldinger, Gerald Parrott, Jean Donaldson, Sindy Biederman, Jennifer Kresge, Ann Cash

**1. ORGANIZATION**

**A. CALL TO ORDER**

Board President Don Huffman called the meeting to order at 3:30 p.m.

**B. FLAG SALUTE**

The salute to the Flag was led by Sindy Biederman.

**C. PUBLIC PARTICIPATION**

Board President Huffman read the instructions for public participation via teleconference.

**D. WELCOME TO VISITORS**

Visitors were welcomed to the meeting.

**E. APPROVAL OF AGENDA**

The Agenda was approved on a motion by Mrs. Biederman and a second by Mrs. Waldinger. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. Noes – None.

**F. APPROVAL OF MINUTES**

The Minutes from the January 4 and January 18, 2022 meetings were approved on a motion by Mrs. Waldinger and a second by Mr. Parrott. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. Noes – None.

**G. COMMENTS BY THE PUBLIC**

Public comment was given.

**2. PUBLIC HEARINGS AND PRESENTATIONS**

- A. Michael D. Ash, CPA, of Christy White Associates, presented NCOE's audit report for the period ending June 30, 2021. Mr. Ash announced the report has been given an unmodified opinion, and this is the highest rating possible.
- B. Approval of Annual Audit Report: on a motion by Mrs. Kresge and a second by Mrs. Waldinger, the Board approved the NCOE's audit report for the period ending June 30, 2021. Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. Noes – None.

### **3. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS**

- Dr. Nemko reported that we received an award from the K12 Workforce Program through the community colleges for \$879,477. The grant is for staff positions that will allow us to give each high school in the county an aide to help students with their CTC classes or students in need of English Learner services, as well as one position in our office to help in College and Career Readiness.
- Dr. Nemko reported that we submitted a grant for 10 million dollars to the California Department of Education for reading that would be in addition to the grant that we currently have in reading. Our partners are Chartwell School in Monterey County that work with dyslexic students and UCSF that does work in the neurobiology of dyslexia.
- Dr. Nemko reported she has been working with Senator Becker's office on Senate Bill 867 funding to provide professional development for digital equity. This grant would provide funding to county offices of education to offer the kind of professional development that teachers need today in technology. Dr. Nemko further reported that she has been writing letters and soliciting letters to express approval. Dr. Nemko noted that she will send the Board a copy of the letters she has sent and invited the Board to call or write a letter to express their support.
- Dr. Nemko reported the NCOE has a meeting tomorrow with Napa Sanitation regarding ongoing discussion.
- Dr. Nemko reported that Seana Wagner and the Communications team won the California School Public Relations Association (CalSPRA) 2022 Excellence in Communications Award and largely for all the work she has done during the pandemic.
- Dr. Nemko reported that the NCOE is working with the Napa Valley Education Foundation to put on a series of wellness events for teachers who have had a difficult two years because of COVID.

### **4. CONSENT AGENDA ITEMS**

A. On a motion by Mrs. Kresge and a second by Mrs. Cash, the Board approved Consent Agenda Item 4.A. (Temporary County Certificates). A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. Noes – None.

B. There was no action taken on Board Compensation.

### **5. ACTION ITEMS**

A. On a motion by Mrs. Waldinger and a second by Mrs. Biederman, the Board adopted Resolution 2022-7 Authorizing Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code section 54953. A roll call vote was taken: Ayes – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Kresge, Mrs. Biederman. Noes – None.

B. On a motion by Mrs. Biederman and a second by Mr. Parrott, the Board adopted Resolution 2022-6 State Building Funds Application. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

C. On a motion by Mrs. Biederman and a second by Mr. Donaldson, the Board approved the Second Interim Report. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

D. On a motion by Mrs. Kresge and a second by Mr. Parrott, the Board approved Holly and Associates Change Order 7. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

E. On a motion by Mr. Donaldson and a second by Mrs. Kresge, the Board approved Silver Creek Industries Change Orders 13 and 14. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

F. On a motion by Mrs. Biederman and a second by Mr. Parrott, the Board approved the Comprehensive School Safety Plan. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

G. On a motion by Mrs. Biederman and a second by Mrs. Kresge, the Board approved Holly and Associates Notice of Completion. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

## **6. SCHEDULED MATTER**

Mrs. Kresge reported that Legislative Action Week is March 15-17. Mrs. Kresge noted that the event is virtual and recommended searching the CSBA website ([csba.org](http://csba.org)) to find out about their advocacy opportunities. Mrs. Kresge further suggested the Board review online the CSBA's 286 pages of legislative action and use some of the GAMUT meetings and policy protocol to assess for yourself.

Mr. Huffman reported that he spoke to Senator Bill Dodd on the inequities into the local tax, asked him to come by Camille Creek and take a look at the campus if he hadn't already done so, and also to review some additional correspondence that we've been getting from members of the community relative to our discussion points for the March 15 special meeting.

## **7. INFORMATION ITEMS**

A. The Board accepted the Personnel Activity Report as presented.

B. Mr. Schultz provided a summary of the A-G Completion Improvement Grant Expenditure Plan and reported that the plan is a one-time funding source that is part of the current year state budget 2021-22. Mr. Schultz reported that the NCOE will expend the A-G Access Grant for activities that directly support pupil access to, and successful completion of, the A-G course requirements.

Mr. Huffman opened the topic up for Board questions and public comment. Public comment was not given.

C. Ms. McClure provided an update to the NCOE COVID-19 Prevention Plan for Safe Return to In-Person Instruction and Continuity of Services. The update reflects our increased current testing practices, and updates to show the current guidance on quarantine and isolation with positive cases as well as the update to reflect physical distancing. The plan is located on the NCOE website with an email address for anyone to give comments on the plan.

D. Ms. McClure updated the Board on continued COVID-19 safe practices, including the Governor's recently released new guidance on removing masking mandates in schools and replacing the language noting masking is strongly recommended. After consultation with Napa County Public Health, the NCOE will follow these new guidelines.

E. Mr. Schultz reported on the Public Disclosure of Collective Bargaining topic and provided the initial proposals from NCFT, SEIU, and NCOE showing articles of the existing contract they intend to bargain. Mr. Schultz called for public comment. Public comment was not given.

**8. FUTURE AGENDA ITEMS:** 1) Review meeting format regarding meeting location; 2) Teacher/Staff Appreciation Recognition.

### **9. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION**

The next regular meeting of the Napa County Board of Education will be on Tuesday, April 5, 2022.

### **10. ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:40 p.m.

Respectfully submitted,

Barbara Nemko, Secretary  
es

Approved \_\_\_\_\_ Date



**SPECIAL MEETING OF THE NAPA COUNTY BOARD OF EDUCATION  
Tuesday, March 15, 2022**

**Members present**

Remote Attendance: Don Huffman, Janna Waldinger, Gerald Parrott, Jean Donaldson, Sindy Biederman, Jennifer Kresge, Ann Cash

**1. ORGANIZATION**

**A. CALL TO ORDER**

Board President Don Huffman called the meeting to order at 3:30 p.m.

**B. FLAG SALUTE**

The salute to the Flag was led by Barbara Nemko.

**C. PUBLIC PARTICIPATION**

Board President Huffman read the instructions for public participation via teleconference.

**D. WELCOME TO VISITORS**

Visitors were welcomed to the meeting.

**E. APPROVAL OF THE AGENDA**

The Agenda was approved on a motion by Mrs. Waldinger and a second by Mrs. Biederman. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. Noes – None.

**F. PUBLIC COMMENT**

Instructions for Comments by the Public for Items not on the Agenda and Comments by the Public for items on the Agenda were read.

Public Comment was given.

Dalila Hernandez, Espanol in the Valley, and Alfonso Martinez provided translation needs.

**2. PUBLIC HEARING WITH ACTION TO BE TAKEN**

A. Public Hearing to consider action to grant or deny the Mayacamas Charter Petition opened at 4:10 p.m.

- i. Staff presentation of findings (15 minutes)

Dr. Nemko thanked the Board for their hard work and analysis of the Mayacamas Charter Petition and instructed everyone providing public comment today to observe the protocols for the meeting.

Mr. Schultz, Deputy Superintendent, provided an overview of the process and the legal requirements required for the Board to make a decision to either grant or deny the petition. Mr. Schultz noted that the standard for a county office of education is to review the petition de novo. Mr. Schultz presented staff findings of fact that the petition did not meet the criteria for denial under criteria 1 – 6 or criteria 8, but that the Board may consider denial based on criteria 7: “The charter school is demonstrably unlikely to serve the interests of the entire community in which the school is proposing to locate.”

ii. Petitioner Presentation (15 minutes)

Lead Petitioners Lauren Daley and Jolene Yee thanked Dr. Nemko, Mr. Schultz, the NCOE staff, and the Napa County Board of Education for their time in reviewing the Mayacamas Charter Petition. The Petitioners presented information refuting the NCOE staff findings of fact. Ms. Daley and Ms. Yee provided a video presentation with supportive comments from community members, and information demonstrating the viability of the Mayacamas Charter Petition.

iii. Board questions for staff or petitioners

Attorney Jennifer Nix provided guidelines for the Board on how to weigh the considerations and findings in making their decision.

Board members asked clarifying questions prior to deliberating and making a decision.

iv. Public comment

Mr. Schultz asked the translator, Alfonso Martinez, to repeat the availability for public comment.

Public comment was given.

v. Board deliberation and action

On a motion by Mrs. Biederman and a second by Mrs. Cash, the Board denied the Mayacamas Charter Middle School petition. A roll call vote was taken: *Ayes* - Mr. Parrott, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman. *Noes* - Mrs. Kresge, Mrs. Waldinger.

Attorney Jennifer Nix provided procedural information for the Board and recommended the Board delegate a Board member to work with Ms. Nix on putting their findings regarding denial in writing.

Mr. Huffman asked for a volunteer to construct the final components for the adoption of the Board Resolution 2022-9 to deny the Mayacamas Charter Petition and asked

Mrs. Biederman to be the delegate. Mr. Donaldson volunteered to assist Mrs. Biederman in this process.

Public Hearing closed at 9:14 p.m.

**3. ACTION ITEMS**

A. On a motion by Mrs. Waldinger and a second by Mrs. Cash, the Board approved and adopted Resolution 2022-8 Authorizing Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code section 54953. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman. *Noes* – None. Mrs. Kresge not present to vote.

**4. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION**

The next regular meeting of the Napa County Board of Education will be on Tuesday, April 5, 2022.

**5. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:24 p.m.

Respectfully submitted,

Barbara Nemko, Secretary  
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\_\_\_\_\_  
Approved

\_\_\_\_\_  
Date

**MEETING OF THE NAPA COUNTY BOARD OF EDUCATION**  
**Tuesday, February 1, 2022**

**Members present**

Remote Attendance: Don Huffman, Janna Waldinger, Gerald Parrott, Jean Donaldson, Sindy Biederman, Jennifer Kresge, Ann Cash

**1. ORGANIZATION**

**A. CALL TO ORDER**

Board President Don Huffman called the meeting to order at 3:30 p.m.

**B. FLAG SALUTE**

The salute to the Flag was led by Sindy Biederman.

**C. PUBLIC PARTICIPATION**

Board President Huffman read the instructions for public participation via teleconference.

**D. PUBLIC COMMENT**

Instructions for Comments by the Public for Items not on the Agenda and Comments by the Public for items on the Agenda were read.

**E. WELCOME TO VISITORS**

Visitors were welcomed to the meeting.

**F. APPROVAL OF AGENDA**

The Agenda was approved on a motion by Mrs. Waldinger and a second by Mrs. Cash. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. Noes – None.

**G. APPROVAL OF MINUTES**

The Minutes from the January 4 and January 18, 2022 meetings were approved on a motion by Mrs. Biederman and a second by Mr. Donaldson. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. Noes – None.

**H. COMMENTS BY THE PUBLIC**

No public comment was given.

**2. PUBLIC HEARINGS AND PRESENTATIONS**

Public Hearing opened at 3:40 p.m.

A. John Tuteur, County Registrar of Voters, provided a background review of the process taken thus far to review and construct the redistricting maps. Mr. Tuteur noted that this is the final map hearing at which the Board will take action to adopt a map, and this public hearing is open to public comment.

Mr. Tuteur further reported that Andrew Eaman, Geographic Information Systems Technician, will provide a slide presentation for the Board to review the interactive map and how to search for specific trustee areas as well as a map portion with each trustee area within the City of Napa, and a countywide map which shows the relationship of the seven trustee areas.

Andrew Eaman, Napa County Geographic Information Systems Technician, provided slides of the redistricting maps and showed the Board how to use the interactive process by moving the cursor to examine districts, view where properties are located, and the ability to search by address or parcel number.

President Huffman asked for public comment and reported that following the public comment, the Board will take action to adopt Resolution 2022-3 to comply with the decennial redistricting requirements.

There was no public comment.

On a motion by Mrs. Kresge and a second by Mrs. Biederman, the Board adopted Resolution 2022-3 adjusting the boundaries of the trustee areas to comply with decennial redistricting requirements. A roll call vote was taken: Ayes – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. Noes – None.

Public Hearing closed at 3:57 p.m.

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Prior to the Public Hearing on the Mayacamas Charter Petition, Dr. Nemko welcomed the public and reminded everyone that we are role models for children and to please stick to the facts and make the process as objective as possible. Dr. Nemko concluded noting that we are ready to listen, and we respect everyone's comments.

Public Hearing to the Mayacamas Charter Petition opened at 4:00 p.m.

B. Mr. Huffman opened the Public Hearing reminding the Board and public that the purpose of the public hearing is to consider the provisions of the petition by the Mayacamas Charter Middle School petitioners, including consideration for the level of support by teachers and other staff of the Napa County Office of Education, as well as other district parents. The petitioners will be allowed 10 minutes to present their information, and then we will go into public comment.

Lauren Daley introduced herself and Jolene Yee as the lead petitioners for the Mayacamas Charter School petition. The petitioners reviewed their petition and provided a video presentation with short presentations by supportive teachers and parents.

Mr. Huffman asked for public comment.

Public comment was given.

Public Hearing closed at 6:22 p.m.

C. Dr. Nemko provided a slide show with pictures of the mural the Camille Creek students painted at the Sattui Preschool in Calistoga.

### **3. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS**

- Dr. Nemko reported that she has received a lot of correspondence regarding the charter school petition and has posted the comments on the NCOE website.
- Dr. Nemko reported that Pope Valley Unified School District (PVUSD) is getting a new building Thursday morning. Dr. Nemko plans to attend the event to watch the building craned into place and invited the Board to come to the event.
- Mr. Schultz reported that today was Allen Rossi's last day in the office, and we wish him well in his retirement.

### **4. CONSENT AGENDA ITEMS**

A. On a motion by Mrs. Waldinger and a second by Mrs. Kresge, the Board approved Consent Agenda Item 4.A. (Temporary County Certificates). A roll call vote was taken: *Ayes* – Mr. Parrott, Mrs. Waldinger, Mr. Huffman, Mr. Donaldson, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

C. There was no action taken on Board Compensation.

### **5. ACTION ITEMS**

A. On a motion by Mrs. Kresge and a second by Mr. Parrott, the Board approved and adopted Resolution 2022-4 Authorizing Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code section 54953. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Kresge, Mrs. Biederman. *Noes* – None.

B. On a motion by Mrs. Waldinger and a second by Mrs. Cash, the Board approved the School Accountability Report Card (SARC). A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

C. On a motion by Mr. Donaldson and a second by Mr. Parrott, the Board approved Change Order 06 Holly and Associates. A roll call vote was taken: *Ayes* – Mr. Parrott, Mr. Donaldson, Mrs. Waldinger, Mr. Huffman, Mrs. Cash, Mrs. Biederman, Mrs. Kresge. *Noes* – None.

### **6. SCHEDULED MATTER**

Mrs. Kresge reported that there is an initiative to keep nutritional components in the school program across the nation keeping in tandem what we are doing during COVID times.

Mrs. Kresge further reported that CSBA's Legislative Action Week will be held virtually this year (March 15-17) and to contact Teresa Machado at CSBA with any questions.

Mrs. Kresge reminded the Board of the upcoming CCBE Legislative Governance Workshop and to contact Ellen Sitter if you are interested in attending the in-person event.

## **7. INFORMATION ITEMS**

A. The Board accepted the Personnel Activity Report as presented.

B. Lucy Edwards, Director, Continuous Improvement and Academic Support, and Caroline Wilson, Director, Juvenile Court and Community School, provided a slide show and information packet to the Board on the NCOE mid-year progress report on the 2021 LCAP and the Supplement to the Annual Update for the 2021-2022 LCAP. Ms. Edwards noted that this is an information item required to be presented to the Board no later than February 28, 2022.

C. Mr. Schultz reminded the Board that we will have the second interim report presented at the March meeting. Mr. Schultz commented on the Governor's Budget Proposal of January 10 and noted that it projects significant increases in revenue for both the current year and for next year.

D. Ms. McClure updated the Board on continued COVID safe practices including staff COVID testing, vaccinations, and COVID cases.

## **8. FUTURE AGENDA ITEMS**

### **9. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION**

The next regular meeting of the Napa County Board of Education will be on Tuesday, March 1, 2022.

## **10. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Barbara Nemko, Secretary  
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Approved \_\_\_\_\_ Date

**NAPA COUNTY OFFICE OF EDUCATION**  
**Barbara Nemko, Ph.D.**

**Item 4-A**  
**April 5, 2022**

**TITLE:**

Temporary County Certificates

**HISTORY:**

Education Code Section 44332 authorizes the issuance of Temporary County Certificates for the purpose of authorizing salary payments to certificated employees whose credential applications are being processed. The applicant must make a statement under oath that he or she has duly filed an application for a credential and that to the best of his or her knowledge no reason exists why a certificate should not be issued.

**CURRENT PROPOSAL:**

Consider approval of Temporary County Certificates. Such certificate shall be valid for not more than one calendar year from the date of issuance. In no event shall a Temporary Certificate be valid beyond the time that the commission either issues or denies the originally requested credential or permit. Therefore, it is necessary to process these certificates in a timely manner. This authorization extends to all public school districts under the Napa County Office of Education jurisdiction.

**FUNDING SOURCE:**

Not Applicable

**RECOMMENDATION:**

It is recommended that the Napa County Board of Education approve the issuance of the Temporary County Certificates presented at this **April 5, 2022** meeting.

**Prepared by:** Sarah White, Credentials Analyst  
3/29/2022



**NAPA COUNTY OFFICE OF EDUCATION  
Barbara Nemko Ph.D.**

TO: Napa County Board of Education  
FROM: Sarah White, Credentials Analyst

DATE: April 5, 2022  
Item 4-A

RE: Temporary County Certificates

**FOR BOARD APPROVAL**

<b><u>NAPA COUNTY OFFICE OF EDUCATION</u></b>			
<b><u>NAME</u></b>	<b><u>TYPE</u></b>	<b><u>DOJ CLEARED</u></b>	<b>Waiver 72-HR Public Notice</b>
			YES
<b><u>NAPA VALLEY UNIFIED SCHOOL DISTRICT</u></b>			
<b><u>NAME</u></b>	<b><u>TYPE</u></b>	<b><u>DOJ CLEARED</u></b>	
Castro Cendejas, Angelica	Bilingual Auth: Spanish	2/7/2014	

Napa County Office of Education  
Barbara Nemko, Ph.D., Superintendent

**Item: 5A**  
**April 5, 2022**  
**Board Meeting**

**TITLE:**

**Adoption of Resolution 2022-12 – Brown Act Resolution to Permit Videoconferenced County Board of Education Meetings**

**HISTORY:**

Executive Order N-08-21 issued by Governor Newsom allowed legislative bodies to hold meetings via teleconference and make meetings accessible electronically through September 30, 2021, without violating the Brown Act. Effective October 1, 2021, AB 361 allows local legislative bodies to continue to allow remote meetings during a proclaimed state of emergency, if “state or local officials have imposed or recommended measures to promote social distancing.”

Because the State of California has continued to permit remote attendance at boards and commission meetings, the Napa County Executive Officer and Public Health Officer jointly recommend that this practice be permitted by all boards and commissions that may prefer to continue meeting remotely, in whole or in part, in order to help minimize the spread and transmission of COVID-19.

**CURRENT PROPOSAL:**

Approve Resolution 2022-12 to Permit Videoconferenced Board of Education Meetings.

**FUNDING SOURCE:** NA

**SPECIFIC RECOMMENDATION:** Approve Resolution 2022-12.

**PREPARED BY:** Joshua Schultz, Deputy Superintendent

Ayes:

Noes:

Abstained:

Napa County Office of Education  
Barbara Nemko, Ph.D., Superintendent

**Item: 5.B.**  
**April 5, 2022**  
**Board Meeting**

**TITLE:**

Implementation of Education Code 1090

**HISTORY:**

Education Code 1090 sets the amount of compensation for all Board members. Per the code the compensation for Napa County Board of Education members is currently set at \$332.23 per month. The code allows the Board to increase their compensation by 5% annually based on the current monthly payment, but the increase cannot be retroactive. The Board last chose to increase member compensation in April of 2021.

**CURRENT PROPOSAL:**

Pursuant to E.C. 1090, adjust Board compensation by the allowable 5%.

**FUNDING SOURCE:**

General Fund

**SPECIFIC RECOMMENDATION:**

It is recommended that the Board approve to increase compensation by the allowable 5% effective April 1, 2022. This would bring Board compensation up to \$348.84 per month.

**PREPARED BY:**

Josh Schultz, Deputy Superintendent

NAPA COUNTY OFFICE OF EDUCATION  
Barbara Nemko, Ph. D., Superintendent

**Item: 5.C.**  
**Date: April 5th, 2022**

**Title:** Atlas Peak Construction Notice of Completion.

**History:**

On April 28th, 2021. NCOE entered into a contract with Atlas Peak Construction for work as part of the NCOE's Inclusive Early Education Expansion Program (IEEEP) Playground Renovation Project. Four preschool playgrounds located respectively at Napa Valley College, McPherson Elementary School, NCOE Main Campus and Shearer Elementary School were renovated to improve accessibility and inclusion using funding through the IEEEEP grant. The contractor immediately began work, and that work is now completed. The Notice of Completion for this project is necessary in order to close out the project and identify and resolve any subcontractor issues or disputes; and ensure that the remaining Contract Retention Funds held by NCOE may be properly released.

**Current Proposal:**

Approve the Notice of Completion for Atlas Peak Construction

**Funding Source:**

IEEEP Grant

**Recommended By:** Joshua Schultz, Deputy Superintendent

**Prepared By:** Jeremy Smith, Director of General Services

RECORDATION REQUESTED BY AND  
WHEN RECORDED RETURN TO:

**NAPA COUNTY OFFICE OF EDUCATION**  
2121 IMOLA AVENUE  
NAPA, CA 94559

Exempt from Recording Fees per G.C. 27383

**ABOVE SPACE FOR RECORDER'S USE ONLY**  
**NOTICE OF COMPLETION**

1. **Napa County Office of Education, 2121 Imola Avenue, Napa, CA 94559**

(Name of School District)

2. **Atlas Peak Contractors, Inc. P. O. Box 2840, Napa, CA 94558**

(Name of Contractor)

3. **Travelers Casualty and Surety Company of America**

(Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Playground Modernization Projects at the following sites:

**Child Day Care Program-Napa Valley College      NCOE Preschool Program-McPherson Elementary School**  
**Preschool Program-Napa County Office of Education Main Campus**  
**NCOE Preschool Program-Shearer Elementary School**

As provided in contract specified herein which is on file with the Clerk of the Governing Board of the above-named School District.

5. Date of Contract

April 28, 2021

6. Acceptance of the work and materials is recommended

\_\_\_\_\_  
(Signature of Recommending Person)

\_\_\_\_\_  
(Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the Napa County Office of Education on the 5<sup>th</sup> day of April 2022;

The Contractor on said contract and public work and the name of the surety on the Contractor's Bond of said Contractor are set forth above.

**NAPA COUNTY OFFICE OF EDUCATION**

By \_\_\_\_\_

Barbara Nemko, Superintendent

[ Code of Civil Procedure § 1192.1 ]

[ Government Code § 27361.6 ]

**VERIFICATION**

The undersigned declares that he is an officer, namely the Secretary of the Governing Board of the Napa County Office of Education, which is the owner in fee of the public work described in the within Notice of Completion executed by said district; that he has read the same and knows the contents thereof and that the facts therein stated are true of his own knowledge; and that he makes this verification for and on behalf of said school district.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_ 20\_\_, at Napa, California.

\_\_\_\_\_  
Barbara Nemko, Secretary

**NAPA COUNTY OFFICE OF EDUCATION**  
**Barbara Nemko, Ph.D.**

**Item 5.D.**  
**April 5, 2022**

**TITLE:**

2022-2023 California Basic Educational Skills Test (CBEST) Waiver for Substitute Teachers

**HISTORY:**

For 2022-2023 California Basic Educational Skills Test (CBEST) Waiver requests for first time 30-Day Substitutes, the California Commission on Teacher Credentialing (CCTC) allows the Governing Board to adopt a blanket statement indicating that the County intends to employ substitute teachers on 30-Day Substitute CBEST Waiver during the school year. This declaration needs to be approved only once for all 30-Day Substitute CBEST Waivers requested for the 2022-2023 school year. This authorization will extend to all public school districts, which accept 30-Day Substitute CBEST Waivers, under the Napa County Office of Education jurisdiction.

**CURRENT PROPOSAL:**

The Governing Board of Napa County Office of Education declares that the County has been unable to recruit an adequate supply of day-to-day substitute teachers who have had an opportunity to take and pass the California Basic Skills Test. The County schools anticipate employing approximately one hundred (100) substitutes on 30-Day Substitute Variable Term Basic Skills Requirement Waivers for the 2022-2023 school year.

**FUNDING SOURCE:**

Not Applicable

**RECOMMENDATION:**

It is recommended that the Napa County Board of Education approves a blanket statement indicating that the County intends to employ substitute teachers on Variable Term Basic Skills Requirement Waiver during the school year presented at this **April 5, 2022** meeting.

**Prepared by:** Sarah White, Credentials Analyst  
03/29/2022

**NAPA COUNTY OFFICE OF EDUCATION**  
**Barbara Nemko, Ph.D., Superintendent**

**Item 5.E.**  
**April 5, 2022**

**TITLE:**

Resolution #2022-13 Declaration of Need For Fully Qualified Educators.

**HISTORY:**

In the past, the County Superintendent was authorized to apply for emergency credentials (now called emergency permits) on behalf of either the Napa County Office of Education or any district in Napa County, upon request, on an as-needed basis.

As of July 1, 1994, no district or county office will be allowed to apply for an emergency permit unless an approved Declaration of Need For Fully Qualified Educators is on file, prior to the emergency permit application, at the Commission on Teacher Credentialing. The Napa County Office and each district in Napa County must declare an anticipated need to its governing board. The Declaration is executed annually and needs to be on file before the beginning of the school year and will expire on the following June 30.

As in the past, the Superintendent retains the authority to issue Temporary County Certificates for the purpose of authorizing salary payment for those certificated employees whose applications are in progress.

**CURRENT PROPOSAL:**

Adoption of the Declaration of Need for Fully Qualified Educators would allow the Napa County Office of Education to ensure, in emergency situations, that all classrooms are fully staffed with qualified certificated personnel in accordance with EC 44258.9.

**FUNDING SOURCE:**

Not Applicable

**RECOMMENDATION:**

It is recommended that the Napa County Board of Education approve and adopt Resolution number 2022-13

**Prepared by:** Sarah White, Credentials Analyst  
03/29/2022

**NAPA COUNTY OFFICE OF EDUCATION  
Barbara Nemko, Ph.D., Superintendent**

**RESOLUTION #2022-13  
DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS**

WHEREAS emergency permits are issued by the Commission on Teacher Credentialing in accordance with Division VIII of Title 5 California Code of regulations for the purpose of staffing classrooms, in emergency situations, with qualified certificated personnel; and

WHEREAS as of July 1, 1994, pertinent sections of the above reference regulations have been amended, the procedure for applying for emergency permits has changed and now requires the adoption of a Declaration of Need for Fully Qualified Educators; and

WHEREAS the Napa County Office of Education has anticipated intermittent need for employment personnel that may not as yet be fully credentialed;

NOW, THEREFORE, BE IT RESOLVED, that the Napa County Board of Education authorizes a Declaration of Need for Fully Qualified Educators.

PASSED AND ADOPTED by the Napa County Board of Education on April 6, 2021 by the following vote:

**AYES:** Jennifer Kresge, Don Huffman, Janna Waldinger, Sindy Biederman, Jim Haslip, Ann Cash, Gerry Parrott

**NOES:** None

**ABSTAINED:** None

**ABSENT:** None

**STATE OF CALIFORNIA  
COUNTY OF NAPA**

I, Barbara Nemko, Secretary of the Napa County Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regular called and conducted meeting held on said date.

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Secretary, Napa County Board of Education



NAPA COUNTY OFFICE OF EDUCATION  
Barbara Nemko, Ph. D., Superintendent

**Item: 5.F.**

**Date: April 5, 2022**

**Title:** Board Approval of Resolution 2022-14 Bridge Financing for State Building Funds Application.

**History:**

On March 1, the Board approved Resolution 2022-6 authorizing NCOE staff to move forward with submitting an application to the Office of Public School Construction (OPSC) for State Facility Program (SFP) funding for the Camille Creek Project. Because any funding NCOE might receive from the SFP will be at some unknown future date, it is necessary for NCOE to obtain bridge financing to move forward with the project while waiting for funding. To obtain OPSC approval for bridge financing, OPSC requires a Board resolution authorizing bridge financing. The resolution authorizes staff to request approval, and commits NCOE to meeting certain conditions upon receipt of SFP funds that OPSC requires to obtain SFP funding when the project will be completed before the receipt of SFP funds.

**Current Proposal:** Consider approval of Resolution 2022-14 so that NCOE staff can request bridge financing approval from OPSC.

**Funding Source:** State Facility Program.

**Specific Recommendation:** Approve Resolution 2022-14.

**Recommended By:** Joshua Schultz, Deputy Superintendent

**Prepared By:** Joshua Schultz, Deputy Superintendent

NAPA COUNTY OFFICE OF EDUCATION  
RESOLUTION NO. 2022-14  
**BRIDGE FINANCING FOR STATE BUILDING FUNDS APPLICATION**

Whereas, the NAPA COUNTY OFFICE OF EDUCATION has eligibility for modernization and new construction projects and has applied for state funding under the Leroy F. Greene School Facilities Act of 1998 (Chap. 12.5, Part 10, Div. 1, commencing with Section 17070.10, et seq., of the Education Code) for the following projects:

1. Napa County Office of Education SFP modernization project at Camille Creek Community School #57/10280-00-001

; And

Whereas, the Napa County Board of Education has applied to the State School Building Program for State funds; and

Whereas, the State Allocation Board has approved regulations allowing the Board to seek bridge financing while there are no State funds available;

Now, therefore be it hereby resolved by the Napa County Board of Education as follows:

1. The Napa County Office of Education authorizes Joshua Schultz, Deputy Superintendent, to request Bridge Financing approval from the Office of Public School Construction. This will allow the Board to move forward with their project.
2. The Board intends to bridge finance by financing a loan in accordance with OPSC guidelines and Education Code requirements. It is understood that the Board will provide detailed General Ledger documentation of the transaction(s).
3. Once State funding is released for the previously apportioned or unfunded SFP projects, the district must utilize the State SFP grant funding to retire the bridge financing debt and/or repay the interfund transfer within 60 calendar days of receiving the State funding.
4. The Board must submit documentation showing the debt has been retired. This document would include the following:
  - The Detail General Ledger which documents the transaction; and
  - County Board of Education resolution or County Board of Education minutes authorizing the debt retirement.

Enacted this 5<sup>th</sup> day of April, 2022  
by the Napa County Board of Education Trustees.

Ayes:  
Noes:  
Absent:

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President of the Napa County Board of Education  
For the Napa County Office of Education  
Napa County, California

**Item: 5.G.**  
**Date: April 5, 2022**

**Title:** Silver Creek Industries Notice of Completion.

**History:**

On November 5th, 2019. The Board approved a contract with Silver Creek Industries, Inc. for Site Work for the Camille Creek School Project. The contractor immediately began work, and that work is now completed. The Notice of Completion for this portion of the project is necessary in order to close out the project at the Division of the State Architect; identify and resolve any subcontractor issues or disputes; and ensure that the remaining Contract Retention Funds held by NCOE may be properly released.

**Current Proposal:**

Approve the Notice of Completion for Silver Creek Industries.

**Funding Source:**

County School Facilities Fund

**Recommended By:** Joshua Schultz, Deputy Superintendent

**Prepared By:** Jeremy Smith, Director of General Services

RECORDATION REQUESTED BY AND  
WHEN RECORDED RETURN TO:

**NAPA COUNTY OFFICE OF EDUCATION**  
2121 IMOLA AVENUE  
NAPA, CA 94559

Exempt from Recording Fees per G.C. 27383

**ABOVE SPACE FOR RECORDER'S USE ONLY**  
**NOTICE OF COMPLETION**

1. **Napa County Office of Education, 2121 Imola Avenue, Napa, CA 94559**  
(Name of School District)

2. **Silver Creek Industries, Inc.**  
(Name of Contractor)

3. **Philadelphia Indemnity Insurance Company**  
(Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:  
Construction of a 28,000SF Two Story School at the following site:  
**Camille Creek School**  
**2097 Imola Avenue**  
**Napa, CA 94559**

As provided in contract specified herein which is on file with the Clerk of the Governing Board of the above-named School District.

5. Date of Contract  November 5, 2019	6. Acceptance of the work and materials is recommended  _____ (Signature of Recommending Person) _____ (Date)
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7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the Napa County Office of Education on the 5<sup>th</sup> day of April 2022;

The Contractor on said contract and public work and the name of the surety on the Contractor's Bond of said Contractor are set forth above.

**NAPA COUNTY OFFICE OF EDUCATION**

By \_\_\_\_\_  
Barbara Nemko, Superintendent

[ Code of Civil Procedure § 1192.1 ]  
[ Government Code § 27361.6 ]

**VERIFICATION**

The undersigned declares that he is an officer, namely the Secretary of the Governing Board of the Napa County Office of Education, which is the owner in fee of the public work described in the within Notice of Completion executed by said district; that he has read the same and knows the contents thereof and that the facts therein stated are true of his own knowledge; and that he makes this verification for and on behalf of said school district.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_ 20\_\_ , at Napa, California. \_\_\_\_\_  
Barbara Nemko, Secretary

**TITLE:** Board Approval of the A-G Completion Improvement Grant Program Plan

**HISTORY:**

The A-G Completion Improvement Grant Program, created as part of the 2021-22 state budget, provides one-time funding to LEAs to help increase the number of California high school pupils, particularly unduplicated pupils, who graduate from high school with A–G eligibility.

NCOE is eligible for two components of the program, the A-G Access Grant and the A-G Learning Loss Mitigation Grant.

LEAs are required to develop a plan by April 1, 2021, for the expenditure of A-G Completion Improvement Grant funds. The plan must be presented in a public meeting of the governing board before its adoption in a subsequent meeting.

Funds may be expended during the 2021–22, 2022–23, 2023–24, 2024–25 and 2025–26 fiscal years.

NCOE’s A-G Completion Improvement Grant expenditure plan is as follows:

**A-G Completion Improvement Grant Expenditure Plan:**

1. Total planned expenditures are \$150,000.
2. All grant expenditures shall support services that supplement, and do not supplant, actions and services in NCOE’s adopted LCAP.
3. All students will have access to the full range of A–G coursework required for CSU or UC enrollment through the Edmentum online learning platform (<https://www.edmentum.com/resources/approvals/university-california-g-program>).
4. The Napa County Office of Education (NCOE) will expend the A–G Access Grant for activities that directly support pupil access to, and successful completion of, the A–G course requirements. Activities may include, but are not limited to, any of the following:
  - a. Providing teachers, administrators, and counselors with professional development opportunities to improve the local educational agency’s A–G completion rate.
  - b. Developing comprehensive advising plans and pupil supports, including tutoring programs, to improve the local educational agency’s A–G completion rate.
  - c. Expanding access to coursework or other opportunities to satisfy A–G course requirements to all pupils, including, but not necessarily limited to, unduplicated pupils. These opportunities may include, but shall not be limited to, course development, course review, incorporating A–G course requirements into the local educational agency’s graduation requirements, and new or expanded partnerships with other secondary or postsecondary educational institutions.
  - d. Advanced Placement and International Baccalaureate fees for unduplicated pupils.
  - e. Where practical, activities will prioritize supporting pupils in danger of not achieving a grade of “C” or better in A–G courses.
5. A–G Learning Loss Mitigation Grants shall be used to allow pupils who receive a grade of “D,” “F,” or “Fail” in an A–G approved course in the spring semester of 2020 or the 2020–21 school year to retake those A–G courses. However, there are no students eligible to retake one or more A–G courses pursuant to this provision. If sufficient funds are available after all eligible students have had an opportunity to

retake A–G courses, NCOE may also use grant funds to offer credit recovery opportunities to all pupils to ensure pupils are able to graduate high school on time.

6. NCOE shall expend the funds during the 2021–22, 2022–23, 2023–24, 2024–25 and 2025–26 fiscal years.

**CURRENT PROPOSAL:** Approve the A-G Completion Improvement Grant Expenditure Plan and take public comment on the plan.

**FUNDING SOURCE:** A-G Completion Improvement Grant.

**PREPARED BY:** Josh Schultz, Deputy Superintendent/CBO

NAPA COUNTY OFFICE OF EDUCATION  
Barbara Nemko, Ph. D., Superintendent

**Item: 5.I.**  
**Date: April 5, 2022**

**Title:** Ratification of Written Findings Regarding Denial of Petition to Form the Mayacamas Charter Middle School.

**History:**

On December 9, 2021, the Napa Valley Unified School District Board of Trustees denied the Mayacamas Charter Middle School (MCMS) Petition. The petition was submitted to NCOE on appeal on December 21, 2021. On February 1, 2022 the Board held a public hearing on the petition. On February 28, NCOE staff published findings of fact regarding the petition.

On March 15, the Board held a second public hearing on the petition and voted to deny the petition, and delegated to Trustees Biederman and Donaldson the authority to work with legal counsel to draft formal written findings regarding the denial of the MCMS petition. The findings were completed and signed by Board President Huffman, and now await final ratification by the Board.

**Current Proposal:** Ratify the written findings as presented.

**Funding Source:** NA.

**Recommended By:** Joshua Schultz, Deputy Superintendent

**Prepared By:** Joshua Schultz, Deputy Superintendent



## NAPA COUNTY BOARD OF EDUCATION


### WRITTEN FINDINGS REGARDING DENIAL OF PETITION TO FORM THE MAYACAMAS CHARTER MIDDLE SCHOOL

On March 15, 2022, the Napa County Board of Education voted to deny the petition for formation of the Mayacamas Charter Middle School under Section 47605, subdivision (c)(7) of the Education Code, based on the following findings:

1. On December 21, 2021, the Napa County Board of Education received a Petition to form the Mayacamas Charter Middle School (“Charter School” or “MCMS”) via an appeal of the decision of the Napa Valley Unified School District (“NVUSD”) to deny the Charter School’s petition.
2. The Board of Education held a public hearing on February 1, 2022, to determine the level of support for the Petition. (Educ. Code § 47605(b).)
3. The Board of Education took action to deny the Petition on March 15, 2022, within 90 days of its submission. (Educ. Code § 47605(b).)
4. MCMS is demonstrably unlikely to serve the interests of the entire community in which the school is proposing to locate. (Educ. Code § 47605(c)(7)).
5. MCMS seeks to locate within the boundaries of the NVUSD and to enroll students who are residents of the NVUSD, which will have a material negative fiscal impact to the NVUSD.
6. NVUSD has declining enrollment that is projected to reduce its student population by 17.05% over a ten-year period. (Napa County Office of Education, *Findings Regarding Mayacamas Charter Middle School* (Feb. 28, 2022) (hereinafter “NCOE Findings”).)
7. NVUSD’s declining enrollment will require significant numbers of layoffs of NVUSD staff over the next few years. (NCOE Findings.)
8. With a reduction in students associated with MCMS enrollment, this situation becomes worse, with a reduction in student population of almost 19% over a ten-year period. (NCOE Findings.)
9. NVUSD’s declining enrollment has been significantly impacting their revenues since at least 2014, although the district has only recently begun cutting expenditures to match declining revenues. (NCOE Findings.)
10. On April 15, 2019, NCOE sent NVUSD’s Board of Trustees a letter indicating significant concerns with NVUSD’s fiscal future. (NCOE Findings, Exh. C.)
11. NVUSD had been deficit spending since 2014, which required reduction of reserves to balance its budget. (NCOE Findings, Exh. C.)
12. At the time of the letter, NVUSD’s reserves were critically low. (NCOE Findings, Exh. C.)
13. NCOE called on NVUSD to end deficit spending, including implementing proposed staffing reductions and closing small schools with low enrollment. (NCOE Findings, Exh. C.)

14. NVUSD agreed to cut expenses and increase revenues in the following areas: food services; transportation; small schools; facilities use fees; charter schools; extended days; class size; and district office staffing. (NCOE Findings, Exh. C.)
15. NVUSD has, in fact, cut expenses as directed by the NCOE during the 2018-2019 school year.
16. Currently, without making additional cuts to staffing or programming, NVUSD will not hold its required reserve in the 2026-2027 school year. (NCOE Findings, Exh. A.)
17. With the addition of MCMS, and without making additional cuts to staffing or programming, NVUSD will not hold its required reserve in the 2025-2026 school year. (NCOE Findings, Exh. A.)
18. Without the COVID-19 pandemic, NVUSD would be looking at fiscal distress several school years earlier; the influx of one-time pandemic-related funding, coupled with reduced operational costs, created a false – yet significant – increase in balances that will not continue. (NCOE Findings, Exh. D.)
19. NVUSD is going to have to make significant cuts to staffing and programming over the next couple of years if it is going to stay financially solvent, which NVUSD has acknowledged. (NCOE Findings, Exh. E.)
20. NVUSD likely is going to need to close more schools, with or without MCMS, and the additional loss of students to MCMS only exacerbates this need. (NCOE Findings.)
21. MCMS would substantially undermine existing services, academic offerings, or programmatic offerings at NVUSD.
22. Due to funding losses associated with MCMS's student enrollment, NVUSD projects that it would have to reduce its number of teachers by thirty-four over the first five years of MCMS's operation. (NVUSD, *Staff Report: Proposed Findings of Fact and Recommendations Regarding Petition to Establish a New Charter School*, adopted by NVUSD Board of Trustees on December 9, 2021.)
23. NVUSD anticipates having to cut staffing, close additional schools, reduce programs and services to students, and reduce expenditures on contracts in order to mitigate the loss of funding associated with the loss of students to MCMS. (Letter to Board from Rabinder (Rob) Mangelawa, Assistant Superintendent, Business Services, NVUSD (Jan. 28, 2022); Letter to Board from NVUSD Trustee Gracia (Mar. 10, 2022), including NVUSD 2021-2022 Second Interim Financial Report Narrative.)
24. NVUSD potentially would need to eliminate its middle school sport program and elementary school music and physical education programs; counselors, intervention teachers, and electives; and/or close small elementary schools located in the City of Napa. (NVUSD 2021-2022 Second Interim Financial Report Narrative; Letter to Board from NVUSD Trustee Chu (Mar. 14, 2022).)
25. If MCMS were to be approved, NVUSD anticipates renegotiating and/or ending contracts with NCOE for programs such as afterschool programs, summer school programs, and CTE programs. (NVUSD 2021-2022 Second Interim Financial Report Narrative.)
26. MCMS would not duplicate a program currently offered within the school district and the existing program has sufficient capacity for the pupils proposed to be served within reasonable proximity to where the charter school intends to locate.

I declare under penalty of perjury that the above findings reflect the findings of the Napa County Board of Education as made on March 15, 2022.

DocuSigned by:  
  
C720BAAC923D45D

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Don J. Huffman, Board President

NAPA COUNTY BOARD OF EDUCATION

RATIFIED on April 5, 2022, by the Napa County Board of Education by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

I declare under penalty of perjury that the following resolution was duly passed and adopted on the date and by the vote stated.

---

Don J. Huffman, President

NAPA COUNTY BOARD OF EDUCATION

NAPA COUNTY OFFICE OF EDUCATION  
Barbara Nemko, Ph. D., Superintendent

**Item: 5.J.**

**Date: April 5, 2022**

**Title:** Approval of Napa County Sheriff's Office Access to Camille Creek Camera System Under Emergency Circumstances.

**History:**

NCOE operates a camera system on the Camille Creek campus for security purposes. NCOE also contracts with the Napa County Sheriff's Office for a Deputy to act as Camille Creek's School Resource Officer (SRO) during the school year. The SRO acts as a member of Camille Creek's staff and as such has access to the camera system along with school administration.

The Sheriff's Office has now requested that other deputies be authorized to access the camera system in certain emergency circumstances, for instance an alarm in the middle of the night when the SRO is not on duty and school administration cannot be reached. NCOE worked with the Sheriff's Office and NCOE legal counsel to draft specific procedural rules and expectations for such access. Because the use of the cameras potentially intersects with matters of student discipline that fall under the Board's policy making authority, staff believes it is necessary for the Board to approve the procedures prior to providing the requested emergency access.

**Current Proposal:** Review the proposed procedure and consider approval.

**Funding Source:** NA.

**Specific Recommendation:** Approve the procedure as presented.

**Recommended By:** Joshua Schultz, Deputy Superintendent

**Prepared By:** Joshua Schultz, Deputy Superintendent

## **Sherriff's Department NCOE/Verkada access procedure**

### **PURPOSE AND SCOPE**

The purpose of this procedure is to define the circumstances in which the security video system at Camille Creek Community School may be accessed and used by patrol or other personnel, not assigned as the SRO for the school.

### **ACCESSIBILITY**

Camille Creek Community School is equipped with a web-based video security system provided through Verkada. The video system shall not be accessed for any purpose by sworn personnel, other than the SRO, without approval from the SRO, on duty supervisor, or other personnel at Camille Creek Community School. An exception exists for emergency situations only. Sworn personnel will notify the SRO within 24 hours of any access and provide the reason for the access. The SRO will in turn notify the director of Camille Creek School. Requests for video footage for normal investigative/evidentiary purposes shall be made to the SRO. Prior to being granted access, all sworn personnel who would use would use the system will receive training in its use and operation.

### **PROCEDURE**

Access to the system requires two-factor authentication (2FA). All information will be permanently added to the "Supplemental Information" tab when viewed on an MDT. When the need arises where sworn personnel would require access to the video system, the following procedure will apply:

1. Click the provided link to the Verkada website.
2. Use the provided username and password for the first level of authentication.
3. A stand-alone cell phone will be stationed at NSO records, and will receive and SMS message with a 6-digit verification code (2FA).
4. The deputy requesting access will retrieve the verification code in one of two way:
  - (a) Dispatch will call NSO records and ask for the verification code and put the information on the dispatch card for the deputy to see.
  - (b) The deputy can call records directly and obtain the verification code.
5. Once the verification code is entered, the deputy will have live feed access to the video system.

NAPA COUNTY OFFICE OF EDUCATION  
Barbara Nemko, Ph.D., Superintendent

TO: Napa County Board of Education

DATE: April 5, 2022

FROM: John Zikmund, Human Resources

RE: Personnel Activity

BOARD ITEM: 7A

NEW CERTIFICATED EMPLOYEE

None

NEW CLASSIFIED EMPLOYEE

Michelle Phillips – Admin. Assistant II, SELPA

CHANGE IN ASSIGNMENT

None

RESIGNATION

Zainab Albusultan – ECE Assistant II, Early Childhood Services

Nancy Rico – Psychologist, Early Childhood Services

Diana Velasquez – Behavior Intervention Assistant, Early Childhood Services

RETIREMENT

Allen Rossi – Director of Facilities and General Services, General Services

TERMINATION

None

LAYOFF/NON-RELECTS/TEMPORARY RELEASE NOTICES

6-ECE Assistant II, Early Childhood Services

2-Child Development Teacher, Early Childhood Services

1-Child Development Associate Teacher, Early Childhood Services

1-CTE Teacher, College and Career Readiness

POSITION VACANCIES

Instructional Assistant (6) – College and Career Readiness

Occupational Therapist – Early Childhood Services

Admin. Assistant I – RPDC

Jr. Technology Infrastructure Analyst – Information Technology

Internal Evaluation Manager – Continuous Improvement

Instructional Support Specialist II – Camille Creek

Program Coordinator II – RPDC

Site Coordinator – Community Programs

4-5-22.BRD

**Napa County Board of Education**

**Item 7.D.  
April 5, 2022**

Item 7.D.

**Preliminary Budget Report**

will be sent under separate cover

**NAPA COUNTY OFFICE OF EDUCATION  
Barbara Nemko, Ph.D., Superintendent**

**Item 7.E.**

**April 5, 2022**

**TITLE: List of Napa County Board Policies to be Renamed or Renumbered for Continuity with CSBA Gamut site**

**HISTORY:** In transferring to the new GAMUT Policy Plus site, it is recommended that we rename and renumber some policies to ensure the policy content aligns with the CSBA title and/or policy number. We are making these changes per CSBA's recommendation.

**CURRENT PROPOSAL:** This update is for information purposes only.

**FUNDING SOURCE:** N/A

**SPECIFIC RECOMMENDATION:** For Board review only. No action is required.

Prepared by: Julie McClures

March 30, 2022

**Policies with Number Changes:**



Current Policy Number

Change to New Policy Number

0000 Vision

0000.1

7400 Consumption of Alcohol at Events Held  
at Napa County Office of Education Facilities

7400.1

9122 Clerk of the Board and Executive Officer

9123.1

**Policies with Name Changes:**

Current Title

Change to New Title

200 Goals for the School District

200 Goals for the Napa County  
Office of Education

410 Nondiscrimination in County Office of Education  
Programs and Activities

410 Nondiscrimination in County  
Office Programs and Activities

420.4 Charter School Authorization

420.4 Authorization of County  
Charter Schools

520.1 Comprehensive and Targeted Support  
and Improvement

520.1 Comprehensive and Targeted  
School Improvement

5113.12 District School Attendance Review Board

5113.12 County School Attendance  
Review Board

9000 Roles of the Board

9000 Role of the Board

9220 Board of Education Elections

9220 Governing Board Elections

9270 Existing Conflict of Interest

9270 Conflict of Interest

9321 Closed Sessions

9321 Closed Session

9324 Board Minutes and Recordings

9324 Minutes and Recordings



April 1, 2022

Ginny Maiwald, SELPA Director  
Napa County SELPA  
2121 Imola Avenue  
Napa, Ca. 94559

Dear Ms. Maiwald,

This letter will serve as official notice that the Napa Valley Unified School District, Board of Education voted on March 31, 2022, to adopt the findings and recommendations from a follow up special education program study that was just conducted in order to address necessary program improvements and operational efficiencies. This is our official notice regarding the request for the transfer per EC 56207. The findings from the report include a specific recommendation to transfer preschool students eligible for Non-Intensive, Intensive and Autistic/Behavioral classes and other related services in the Napa County Office of Education to programs and services in the NVUSD effective July 1, 2023.

Additionally, in accordance with EC 56207, NVUSD assures Napa County SELPA that this transfer will address the following:

- Pupil needs
- The availability of the full continuum of services to affected pupils
- The functional continuation of the current Individualized Education Programs of all affected pupils
- The provision of services in the least restrictive environment from which affected pupils can benefit
- The maintenance of all appropriate support services
- The assurance that will be compliance with all federal and state laws and regulations and special education local plan area policies.
- The means through which parents and staff are involved in the planning process.

To ensure a smooth transition from NCOE to NVUSD programs, our staff will work cooperatively with county staff to identify the specific students and services that will be transferred no later than October 30, 2022. In accordance with EC 56207, NVUSD will provide assurances to the Napa County SELPA of the specific students and services included in the transfer no later than March 2023.

*This is pursuant to the Napa County SELPA Program Transfer Policy January 2017.*

The effective date of this transfer will be July 1, 2023.

Sincerely,



Rosanna Mucetti, Ed. D, Napa Valley Unified School District Superintendent

Cc: Barbara Nemko, Ed.D., NCOE, Superintendent

**BOARD OF TRUSTEES**

Robin Jankiewicz, PRESIDENT  
David T. Gracia, VICE PRESIDENT  
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Superintendent Dr. Rosanna Mucetti

2425 Jefferson St., Napa CA 94558  
(707) 253-3511  
[www.nvUSD.org](http://www.nvUSD.org)