

**HUMBOLDT COUNTY OFFICE OF EDUCATION**  
901 Myrtle Avenue, Eureka, CA 95501

**MINUTES**  
**August 14, 2019**

**1.0     CALL TO ORDER/WELCOME/FLAG SALUTE**

President Loretta Eckenrode called the meeting of the Humboldt County Board of Education to order at 3:00 p.m. with a quorum present.

**PRESENT:** Loretta Eckenrode, Marc Rowley, Bill Ruff, Mary Scott, Robert Siekmann

**ABSENT:** None

**ALSO PRESENT:** Chris Hartley, Superintendent of Schools; Colby Smart, Assistant Superintendent; Corey Weber, Linda Wilson, Susi Huschle, HCOE; Janine Melanson, Administrative Assistant

Robert Siekmann led the flag salute.

**2.0     ADJUSTMENT OF THE AGENDA**

5.1 Public Hearing is postponed to September 11, 2019 due to petitioner's request. This allows HCOE an additional 30 days for review and the board decision will then be in October.

**3.0     BOARD MEMBER ANNOUNCEMENTS/COMMENTS/REPORTS**

A board member stated they had a discussion with the City of Eureka crew working along the greenbelt property between the Franklin site and the community school. The city employee mentioned a type of chain link fence that cannot be climbed that might be helpful around this property.

**4.0     PUBLIC COMMENTS**

There were no public comments.

**5.0     PUBLIC REPORTS AND HEARINGS – 3:15 p.m.**

5.1 Agnes J. Johnson Charter School Charter Petition  
This item was postponed to the September board meeting.

**6.0     CONSENT AGENDA**

It was moved/seconded (Rowley/Scott) to approve the consent agenda. **The motion carried with the following hand vote.**

**Hand Vote**

AYES:	Eckenrode, Rowley, Ruff, Scott, Siekmann
NOES:	None
ABSTAIN:	None
ABSENT:	None

Action was taken on the following consent items:

- 6.1 Approve Minutes—July 10, 2019
- 6.2 Approve Travel Claims
- 6.3 Adopt Resolutions Approving PERS Golden Handshake Window Periods - HCOE  
11/1/2019-1/31/20 and 6/1/2020-8/31/2020
- 6.4 Adopt Resolutions Approving STRS Golden Handshake Window Periods - HCOE  
11/1/2018-1/31/19 and 6/1/2019-8/31/2019

**7.0 ACTION ITEMS**

**7.1 Accept Donation from Pierson Building Center to HCOE Farm to School Program**

It was moved/seconded (Scott/Siekmann) to accept donation from Pierson Building Center to HCOE Farm to School Program. **The motion carried with the following hand vote.**

**Hand Vote**

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann  
NOES: None  
ABSTAIN: None  
ABSENT: None

**7.2 Award Contract to A-Z Bus Sales for Purchase of School Bus**

Linda Wilson explained reasons for choosing a gas bus over diesel for this purchase.

It was moved/seconded (Rowley/Ruff) to award contract to A-Z Bus Sales for Purchase of School Bus. **The motion carried with the following hand vote.**

**Hand Vote**

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann  
NOES: None  
ABSTAIN: None  
ABSENT: None

**7.3 Approve Revisions to Board Policy 5132 – Dress and Grooming**

It was moved/seconded (Siekmann/Ruff) to Approve Revisions to Board Policy 5132 – Dress and Grooming. **The motion carried with the following hand vote.**

**Hand Vote**

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann  
NOES: None  
ABSTAIN: None  
ABSENT: None

**7.4 Accept Revision to Administrative Regulation 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction**

It was moved/seconded (Scott/Siekmann) to accept Revision to Administrative Regulation 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction. **The motion carried with the following hand vote.**

**Hand Vote**

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann  
NOES: None  
ABSTAIN: None  
ABSENT: None

**7.5 Approve Request from Eureka City Schools for Waiver of CalPERS 180-day Wait Period for PERS Retirees**

It was moved/seconded (Rowley/Scott) to approve request from Eureka City Schools for Waiver of CalPERS 180-day Wait Period for PERS Retirees. **The motion carried with the following hand vote.**

**Hand Vote**

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann  
NOES: None  
ABSTAIN: None  
ABSENT: None

**8.0 INFORMATION/ACTION ITEMS**

**8.1 Superintendent's Report**

2019-20 HCOE Major Initiatives – Dr. Hartley stated he will bring this item back to the board when completed. Work was done at the Cabinet Retreat but more time needed to finalize the document. He is moving away from bulleted lists, in favor of a thematic approach.

A question was raised from a board member regarding sanctuary schools discussion from a couple of years ago and if the board adopted a proclamation at that time. Dr. Hartley stated he would look back into that and revisit it at the next meeting.

Dr. Hartley thanked the board for a productive and interactive board retreat. He stated this year will be a visioning and planning year. He will go into more depth regarding organizational work HCOE is entering into at a subsequent meeting.

Dr. Hartley shared that Fortuna High and some others in the Eel River area started school this past Monday. Many others start next week on the 22<sup>nd</sup> and most of our HCOE programs and other districts on the 26<sup>th</sup>.

Dr. Hartley announced that the all-staff welcome back meeting will take place at the Sequoia Conference Center next Tuesday, August 20, beginning with breakfast at 8:30am. He invited the board to attend if they are able.

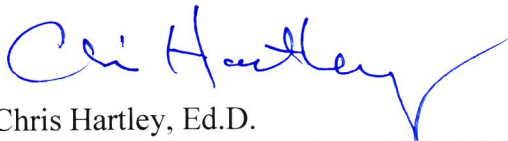
Dr. Hartley shared that Jenny Bowen and communications center staff were at Ferndale fair grounds setting up HCOE displays today. He has organized an HCOE Day at the Fair for staff to gather on Saturday, September 17, 3-5pm. He invited the board to join in as well.

Dr. Hartley referred to the board member comment at the beginning of the meeting regarding the green belt area next to the Franklin campus. The City of Eureka is replacing a culvert under Myrtle Avenue and will be working in the area that is our property as well as the adjoining parcels along 6<sup>th</sup> Street that are owned by CalTRANS.

**9.0 ADJOURNMENT**

The meeting adjourned at 3:33 p.m.

Respectfully submitted,



Chris Hartley, Ed.D.  
Humboldt County Superintendent of Schools

CH:jm

**Board Retreat Notes:**

Present: Loretta Eckenrode, Marc Rowley, Bill Ruff, Mary Scott, Robert Siekmann  
Chris Hartley, Superintendent of Schools; Colby Smart, Assistant Superintendent;  
Stephanie Jackson, Coordinator of Personnel Services; Janine Melanson,  
Administrative Assistant

President Loretta Eckenrode called the meeting to order at 12:33 p.m. and reviewed the agenda:

- Small Schools Video & Discussion
- Multi-tiered System of Support to Districts
- Plus/Delta Board Member Activity
- A Look Ahead: Planning for HCOE's Future

**Small Schools**

Dr. Hartley discussed the video project Rosie Slentz undertook regarding our small districts. The board was given a copy of the Humboldt County Education Facts brochure and the Small Schools Vimeo video was shown (<https://vimeo.com/336436727>).

Dr. Hartley called on Stephanie Jackson to share how personnel services serves the small districts. Stephanie shared that small districts often struggle to hire people credentialed in the manner they need. They call her office to ask for advice on how they can creatively meet their needs and comply with credentialing requirements. They also receive questions regarding filling less than full time positions and combining positions for one employee. She is starting the Personnel Roundtable Network this year. The group will bring topics they want to discuss. She stated they have offered

to go to districts to assist them on-site but no one has accepted at this point. Marika has created packets for districts to guide them through the emergency credential process.

Dr. Hartley called on Colby Smart to share how educational services serve the small districts. Colby gave the example that the librarian employed by HCOE acts as the librarian of record for many districts. Education code requires districts to have a certificated librarian, which is not realistic in many of our districts. The HCOE certificated librarian, Ryan Keller, works with the library aides and others in the districts. Educational services provides LCAP support to all districts. Professional Development is offered in Humboldt, reducing costs for districts in both individual registration fees and out of the area travel that would be required to access the same quality. The California Rural Superintendent-Principal's Academy (CRSPA) second cohort began recently – this benefits not only our small districts but others around the state.

Dr. Hartley shared that Corey Weber and his department provide direct fiscal support to our districts.

#### Multi-tiered System of Supports (MTSS)

MTSS tiers were described by Dr. Hartley. The overarching idea is that the more services that can be provided at Tier1, the less resources and energy that has to be expended at Tiers 2 and 3. When schools are operating in the top tiers, resources are strained. This model has been implemented and used in our schools for the last few years. Last year, Dr. Hartley launched the concept that we will align our services to districts using the same model. Data collection began at leadership meetings last year and Colby shared the results so far. Work will continue to identify areas where our services are duplicated or overlapping and to work on offering more services at Tier 1.

#### Plus/Delta

Dr. Hartley and Colby shared the methods in which the Plus/Delta activities were used at both Superintendents' Forum and Leadership. The results were shared and discussed, and the board was encouraged by Dr. Hartley to fill out their own Plus/Delta worksheet for his review. A board member suggested that giving people more time than on-the-spot completion may result in more accurate data (removes input that results from how a person was feeling in that moment.) Dr. Hartley stated his reason for gathering this data is continuous improve.

#### A Look Ahead: Planning for HCOE's Future – Time did not allow for this topic.

President Eckenrode adjourned the meeting 2:30 p.m., to be continued at 3pm.

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