

*Please note that the complete proceedings of the February 1, California Collaborative for Educational Excellence meeting, including closed captioning, are available online at <http://ccee-ca.org>.*

## **CALIFORNIA COLLABORATIVE FOR EDUCATIONAL EXCELLENCE**

### **BOARD MEETING MINUTES**

**April 12, 2018**

#### **Board Members**

Sue Burr – Chair  
Michael C. Watkins – Vice Chair  
Glen Price  
Tim Sbranti

#### **Executive Director**

Carl Cohn, Ed.D.

#### **Fiscal Agent**

Marin County Office of Education  
Mary Jane Burke, Marin County Superintendent of Schools

**Chair Burr called the meeting to order at 9:06 a.m. and led the Pledge of Allegiance.**

### **OPEN SESSION AGENDA**

**CALL TO ORDER  
COMMUNICATIONS  
AGENDA ITEMS  
ADJOURNMENT**

### **AGENDA ITEMS**

**Subject:** Chair Burr requested to re-order agenda items: Item 8 (Approval of new position – Chief of Staff – and direction to promote Director, Research and Strategy) to be discussed after item 6 (CCEE Budget Updates).

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#### **ITEM 1**

**Subject:** Approval of Minutes: Minutes of the February 1, 2018, Regular Board Meeting

**Type of Action:** Discussion/Action

Public comments were solicited. No public comments were made.

**MOTION:** It was moved by Member Sbranti and seconded by Member Watkins that the minutes be approved with the amendment to add item 14 in the consent agenda to the minutes.

**VOTES:** 4 Ayes, Members Burr, Torlakson, Sbranti, Watkins

**Motion carried.**

**ITEM 2**

**Subject:** CCEE August Regular Board Meeting Date Change

**Type of Action:** Discussion/Action

**STAFF RECOMMENDATION:** Staff recommends that the Thursday, August 2, CCEE Board Meeting be moved to Thursday, August 23, 2018.

Public comments were solicited. No public comments were made.

**MOTION:** It was moved by Member Price and seconded by Member Sbranti that the August 2, CCEE Board Meeting be moved to Thursday, August 23, 2018.

**VOTES:** 4 Ayes, Members Burr, Torlakson, Sbranti, Watkins  
Motion carried.

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**ITEM 3**

**Subject:** Executive Director Search: Update on Search Process, including, but not limited to, Stakeholder Engagement Activities, Participation and Input Received; Recruitment Activities; Approval of Process and Timeline; and Direction regarding Anticipated Contract Negotiations

**Type of Action:** Discussion/Action

**STAFF RECOMMENDATION:** Receive update from Leadership Associates related to the executive search services and activities to date and provide direction on matters regarding the search including, but not limited to, timeline and anticipated contract negotiations

**MOTION:** It was moved by Member Sbranti and seconded by Member Price to approve the timeline presented by Leadership Associates with the following changes: May 8, 2018 – change the term finalist to candidates; May 24-25, 2018 – Change the term candidates/finalist and add the August 23, 2018 meeting for goal setting and evaluation workshop.

**VOTES:** 4 Ayes, Members Burr, Torlakson, Sbranti, Watkins  
Motion carried.

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**ITEM 4**

**Subject:** Executive Director's Progress Report

**Type of Action:** Information/Discussion

**STAFF RECOMMENDATION:** The Executive Director will provide the Board and the public with an oral update on recent, key activities of interest.

Public comments were solicited. The listed individual spoke during the public comments section of this item:

- 1) Dwight Bonds, CAAASA

**No action was taken.**

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**ITEM 5**

**Subject:** 2017-2018 CCEE Budget Revision #2 and Revised budget proposal for 2018-19

**Type of Action:** Discussion/Action

**STAFF RECOMMENDATION:** The board will review approve changes to CCEE's budget for 2017-2018 and revised budgeted projections for 2018-19.

Public comments were solicited. No public comments were made.

**MOTION:** It was moved by Member Price and seconded by Member Sbranti to approve the changes to CCEE's budget for 2017-2018 and revised budgeted projections for 2018-19.

**VOTES:** 4 Ayes, Members Burr, Torlakson, Sbranti, Watkins  
Motion carried.

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**ITEM 6**

**Subject:** Approval of Employment Agreement with Karla Estrada for Position of Director of Education, Special Education

**Type of Action:** Discussion/Action

**STAFF RECOMMENDATION:** Approve the agreement between the Marin County Office of Education, as Fiscal Agent for the California Collaborative for Educational Excellence, and Karla Estrada, for employment in the position of Director of Education, Special Education.

Public comments were solicited. No public comments were made.

**MOTION:** It was moved by Member Watkins and seconded by Member Price to approve the agreement between the Marin County Office of Education, as Fiscal Agent for the California Collaborative for Educational Excellence, and Karla Estrada, for employment in the position of Director of Education, Special Education.

**VOTES:** 4 Ayes, Members Burr, Torlakson, Sbranti, Watkins  
Motion carried.

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**ITEM 7**

**Subject:** Update on LCFF Test Kitchen Contract with WestEd

**Type of Action:** Information/Discussion

**STAFF RECOMMENDATION:** The board will receive information regarding the LCFF Test Kitchen project. Public comments were solicited. No public comments were made.

Public comments were solicited. No public comments were made.

**No action was taken.**

**ITEM 8**

**Subject:** Professional Development Update

**Type of Action:** Information/Discussion

**STAFF RECOMMENDATION:** The board will receive information and discuss an update on the implementation of the Revised 2017-18 Update to the LCFF Professional Development Training Implementation Plan.

Public comments were solicited. No public comments were made.

**No action was taken.**

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**ITEM 9**

**Subject:** Partnership Summit Report

**Type of Action:** Information/Discussion

**STAFF RECOMMENDATION:** The board will receive information regarding the CCEE Partner Summit held January 2018.

Public comments were solicited. No public comments were made.

**No action was taken.**

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**ITEM 10**

**Subject:** General Public Comment: Public Comment is invited on any matter not included on the printed agenda. Depending on the number of individuals wishing to address the California Collaborative for Educational Excellence Board, the presiding officer may establish specific time limits on presentations.

**Type of Action:** Information

Public comments were solicited. No public comments were made.

**No action was taken.**

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**CONSENT AGENDA**

Items listed under the Consent Agenda are considered to be of a routine nature, recommended for approval by the Executive Director, and are acted on by the Board in one motion. There is no discussion of specific items before the vote unless a member of the Board requests for a specific item to be discussed and/or removed from the Consent Agenda.

Chair Burr requested Items 3 and 4 of the Consent Agenda be amended and they were each approved up to \$142,000 pending confirmation regarding the RFP process.

**ITEM 1**

Approval of Employment Agreement with Brenda Martinez for Position of Professional Development Project Assistant

**ITEM 2**

Ratification of contract with San Diego County Superintendent of Schools

It is recommended that the Governing Board authorize and direct Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, to enter into contract with San Diego County Superintendent of Schools to provide Nancy Sedgwick to assist, and work with, Iishwara Ryar, Assistant Director, Training and Outreach, to assist the CCEE with working with community-based organization partners providing training to local educational agencies and coordinating related activities on behalf of the CCEE. The Agreement is for a term of March 14, 2018 through June 30, 2018, with a not to exceed amount of \$10,000.

**ITEM 3**

Ratification of contract with Riverside County Superintendent of Schools - Contract Modification

It is recommended that the Governing Board approve the agreement between Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, and Riverside County Superintendent of Schools for lease of office facilities. The Agreement is for a term of March 1, 2018 through February 28, 2019 at an amount of \$8,334.24.

**ITEM 4**

Ratification of contract with Susan Bush-Mecenas

It is recommended that the Governing Board approve the agreement between Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, and Susan Bush-Mecenas to provide consultant services for the pilot program. Contractor will assist and support the CCEE by conducting research examining the implementation of the CCEE's pilot program. The Agreement is for a term of March 26, 2018 through June 30, 2019 at an amount of \$18,400.

**ITEM 5**

Ratification of contract with Claudia Coughran

It is recommended that the Governing Board approve the agreement between Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, and Claudia Coughran to provide consultant services for the pilot program. Contractor will assist and support the CCEE Education Directors by collecting data from pilot participants regarding their experiences in working with CCEE, both positive and challenging, so that CCEE services can be supported and improved moving forward. The Agreement is for a term of March 26, 2018 through June 30, 2018 at an amount of \$3,350.

**ITEM 6**

Ratification of contract with Dr. Judy Elliott

It is recommended that the Governing Board approve the agreement between Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, and Dr. Judy Elliott to provide consultant services for the pilot program at Palo Verde School District (PVSD). Contractor will conduct an instructional review of special education and related services to students with disabilities in PVSD. The instructional review is designed to help PVSD achieve its goal and to maximize the district's capacity to educate all students effectively and ensure they are college and career ready.

The Agreement is for a term of April 16, 2018 through June 30, 2018 for total payments, including up to \$3,000 for reimbursement of approved travel expenses, shall not exceed \$27,000. Contractor may invoice the CCEE based on the following schedule:

\$12,000 upon satisfactory completion of all data collection and interviews as described in this Attachment;  
and

\$12,000 upon satisfactory completion and submission of the written report and presentation to the Palo Verde School District governing board (if requested).

**ITEM 7**

Ratification of contract with San Diego County Superintendent of Schools

It is recommended that the Governing Board approve the agreement between Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, and San Diego County Superintendent of Schools for lease of office facilities. The Agreement is for a term of December 1, 2017 through January 1, 2019 at an amount of \$3,024.

**Chair Burr adjourned the meeting at 11:28 p.m.**

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