

*Please note that the complete proceedings of the August 23, 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**

**August 23, 2018**

#### **Board Members**

Sue Burr – Chair  
Tim Sbranti – Vice Chair  
Sandra Lyon  
Tom Torlakson  
Michael C. Watkins

#### **Executive Director**

Thomas Armelino

#### **Fiscal Agent**

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

**Chair Burr called the meeting to order at 9:01 a.m. and led the Pledge of Allegiance.**

#### **CALL TO ORDER**

#### **SALUTE TO THE FLAG**

### **CLOSED SESSION AGENDA**

---

**Subject:** Announcement of Closed Session/Adjourn to Closed Session: Pursuant to Government Code section 11126(a), the Board will convene in closed session to consider:

#### **ITEM 1**

Public Employee Performance Evaluation: Title: Executive Director

---

### **OPEN SESSION AGENDA**

#### **CALL TO ORDER**

#### **COMMUNICATIONS**

#### **AGENDA ITEMS**

#### **ADJOURNMENT**

**AGENDA ITEMS**

---

**ITEM 1**

**Subject:** Approval of Minutes: Minutes of the May 24-25, 2018, Board Meeting

**Type of Action:** Discussion/Action

Public comments were solicited. No public comments were made.

**MOTION:** It was moved by Member Watkins and seconded by Member Sbranti that the minutes be approved as presented.

**Motion carried.**

---

**ITEM 2**

**Subject:** Approval of Minutes: Minutes of the June 7, 2018, Regular Board Meeting

**Type of Action:** Discussion/Action

Public comments were solicited. No public comments were made.

**MOTION:** It was moved by Member Watkins and seconded by Member Lyon that the minutes be approved as presented.

**Motion carried.**

---

**ITEM 3**

**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. No public comments were made.

**No action was taken.**

---

**ITEM 4**

**Subject:** CCEE Proposed Policies: Draft Schedule for Board Approval

**Type of Action:** Discussion/Action

**STAFF RECOMMENDATION:** The Board will review, discuss and approve the proposed adoption schedule for California Collaborative for Educational Excellence policies and direct staff to revise the schedule and proposed subjects, if necessary.

Public comments were solicited. No public comments were made.

**MOTION:** It was moved by Member Sbranti and seconded by Member Watkins to approve the proposed schedule for California Collaborative for Educational Excellence policies.

**Motion carried.**

---

**ITEM 5**

**Subject:** Pilot Program – Leadership Education for Anaheim Union High School District (“LEAD”) and Agreement Ratification

**Type of Action:** Discussion/Action

**STAFF RECOMMENDATION:** That the Board will receive information and ratify the agreement among the CCEE, AUHSD and CSU, Fullerton for the Leadership Education for Anaheim Union High School District Program, which implements the Pilot Program at AUHSD.

Public comments were solicited. No public comments were made.

**MOTION:** It was moved by Member Sbranti and seconded by Member Watkins to ratify the agreement among the CCEE, AUHSD and CSU, Fullerton for the Leadership Education for Anaheim Union High School District Program, which implements the Pilot Program at AUHSD.

**Motion carried.**

---

**ITEM 6**

**Subject:** Pilot Report: Examining the CCEE’s Partnership Activities

**Type of Action:** Information/Discussion

**STAFF RECOMMENDATION:** That the Board will receive information regarding the CCEE Partnership Research Initial Implementation Report.

Public comments were solicited. No public comments were made.

**No action was taken.**

---

**Chair Burr announced that the board will break for lunch at 12:08 p.m. and reconvened at 1:10 p.m.**

---

**ITEM 7**

**Subject:** CCEE Board Workshop

**Type of Action:** Discussion/Action

**STAFF RECOMMENDATION:** Staff will gather board feedback on key initiatives emerging for the CCEE as part of the emerging California System of Support as well as gather input on 2018-19 strategic priorities and ensure staff and Board alignment on these priorities.

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

- 1) Liz Guillen, Public Advocates
- 2) Keric Ashley, CDE
- 3) Sandra Morales, CCSESA
- 4) Terri Hill, CSBA
- 5) Martha Alvarez, ACSA
- 6) Lee Angela Reed, SSDA

**MOTION:** It was moved by Member Sbranti and seconded by Member Lyons to approve priorities and strategies presented and discussed. Member Torlakson was absent.

**Motion carried.**

---

**ITEM 8**

**Subject:** 2018-2019 CCEE Annual Budget and State Budget Report

**Type of Action:** Discussion/Action

**STAFF RECOMMENDATION:** The board will review and adopt the California Collaborative for Educational Excellence (CCEE) Annual Budget for fiscal year 2018-19.

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

- 1) Liz Guillen, Public Advocates

**MOTION:** It was moved by Member Lyons and seconded by Member Sbranti to adopt the California Collaborative for Educational Excellence (CCEE) Annual Budget for fiscal year 2018-19.

**VOTES:**

Chair Burr, Aye

Vice-Chair Sbranti, Aye

Member Lyon, Aye

Member Torlakson, Absent

Member Watkins, Absent

**Motion carried.**

---

**ITEM 9**

**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.**

## **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.

### **ITEM 1**

Consent Agenda Item 1: Approval of Renewal of Professional Expert Employment Contracts for 2018-19

It is recommended that the Governing Board approve the renewal of annual employment contracts with all individuals, excluding the Executive Director, who are presently employed as professional experts by the Fiscal Agent for the California Collaborative for Educational Excellence (“CCEE”).

### **ITEM 2**

Consent Agenda Item 2: Professional Service Agreements: Dr. Jennifer Goldstein

It is recommended that the Governing Board approve two agreements between Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, and Jennifer Goldstein.

Agreement to provide additional clinical experiences for 25 candidates in the LEAD Program and spread leadership development to administrators in the LEAD Program. The Agreement is for a term of July 1, 2018 through June 30, 2019, with a not to exceed amount of \$65,000

Contractor will lead development of a proposed “LEAD” Program in which, under the guidance of the CCEE, AUHSD partners with the Education Leadership Department at CSUF to create a leadership preparation program designed to address AUHSD’s identified core problem of practice: English learners (ELs) are not achieving at the same rate as the general population. The Agreement is for a term of March 1, 2018 through June 30, 2018, a not to exceed amount of \$25,000.

### **ITEM 3**

Consent Agenda Item 3: Professional Service Agreements: Rebecca Leroux

It is recommended that the Governing Board approve two agreements between Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, and Rebecca Leroux.

Contract to capture interviews and b-roll during two-day CCEE Partnership Summit on July 12-13, 2018, in San Diego, CA and edit and produce “July Summit Instructional Video” using the interviews and b-roll gathered. The Agreement is for a term of July 10, 2018 through August 31, 2018 at a not to exceed amount of \$5,000 inclusive of travel expense reimbursements that shall not exceed \$1,000.

Contract to capture interviews and b-roll during two-day CCEE Partnership Summits and editing of the CCEE Partnership Summit Instructional Videos using the interviews and b-roll gathered, capture interviews and b-roll during for "on-location" shoots illustrating CCEE work in the field and editing video packages, and capture footage, producing, and editing a CCEE DIISUP Module Instructional Video. The Agreement is for a term of

March 1, 2018 through June 30, 2018 at a not to exceed amount of \$7,400 inclusive of travel expense reimbursements that shall not exceed \$2,000.

**ITEM 4**

Consent Agenda Item 4: Inglewood Unified School District

It is recommended that the Governing Board approve two agreements between Marin County Superintendent of Schools, as Fiscal Agent for the California Collaborative for Educational Excellence, and Inglewood Unified School District.

Contract to assist IUSD by providing funding support for the salary and benefits for the new Coordinator of Administrative Services position with the agreement that the District will be responsible for salary and benefits beyond this sum for this period and will be responsible for salary, benefits and any other related costs of the position in subsequent fiscal years. The Agreement is for a term of July 1, 2018 through June 30, 2019 at a not to exceed amount of \$73,000.

Contract to assist IUSD by providing funding support for District-provided scholarships for four certificated District employees to participate in the Freedom Writer Teachers Institute on July 2018. The Agreement is for a term of July 1, 2018 through August 31, 2018 at a not to exceed amount of \$20,000.

Public comments were solicited. No public comments were made.

**ITEM 5**

Consent Agenda Item 5: Professional Service Agreement: 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 assist and support the CCEE Executive Director and CCEE Education Directors by gathering qualitative data from the former District Superintendent and District stakeholders regarding the impact of the CCEE's involvement in the District's continuous improvement efforts. The Agreement is for a term of July 1, 2018 through August 30, 2018, a not to exceed amount of \$8,200 inclusive of travel expense reimbursements that shall not exceed \$1,600.

**ITEM 6**

Consent Agenda Item 6: Contract Ratification with Sausalito Marin City School District

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 Sausalito Marin City School District to support the multi-year position of Community School Coordinator in support of LCAP Goal #2. The Agreement is for a term of July 1, 2017 through June 30, 2019, at a not to exceed amount of \$130,000.

**ITEM 7**

Consent Agenda Item 7: Contract Ratification with Kern County Superintendent of Schools – Lease Extension

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 the Kern County Superintendent of Schools for lease of office facilities. The Agreement is for a term of July 1, 2018 through June 30, 2019 at an amount of \$6,958.56. Although the duration of the contract spans from July 1, 2018 through June 30, 2019, the lease will be terminated effective August 31, 2018.

**ITEM 8**

Consent Agenda Item 8: Contract Ratification with Los Angeles County Office of Education – Lease Extension

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 the Los Angeles County Office of Education for lease of office facilities. The Agreement is for a term of July 1, 2018 through June 30, 2019, at an amount of \$6,552.36.

**ITEM 9**

Consent Agenda Item 9: Contract Ratification with Riverside County Office of Education – Lease Extension

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 the Riverside County Office of Education for lease of office facilities. The Agreement is for a term of July 1, 2018 through June 30, 2019, at an amount of \$4,369.68.

**ITEM 10**

Consent Agenda Item 3: Contract Ratification with Marin County Office of Education – Lease Extension

It is recommended that the Governing Board approve the agreement between Marin County Superintendent of Schools and the California Collaborative for Educational Excellence for lease of office facilities. The Agreement is for a term of July 1, 2018 through June 30, 2019, at an amount of \$3,387.72.

**MOTION:** It was moved by Member Sbranti and seconded by Member Lyons that the consent agenda items be approved as presented.

**VOTES:**

Chair Burr, Aye

Vice-Chair Sbranti, Aye

Member Lyon, Aye

Member Torlakson, Absent

Member Watkins, Absent

**Motion carried.**

---

**Chair Burr adjourned the meeting at 3:24 p.m.**