

**AGENDA**  
**MERCED COUNTY BOARD OF EDUCATION**  
**December 18, 2023**  
**REGULAR BOARD MEETING**

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**Merced County Office of Education - 632 West 13<sup>th</sup> Street, Merced CA 95341 – Board Room**  
The meeting begins at 3:00 p.m.

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*[These proceedings may be recorded.]*

**I. Open**

A. Call to Order at \_\_\_\_\_ PM by Chairperson \_\_\_\_\_

B. Roll Call: Geneva Brett, Chairperson \_\_\_\_\_  
Fred Honoré, Vice Chairperson \_\_\_\_\_  
Dennis Hanks, Member \_\_\_\_\_  
Frank Fagundes, Member \_\_\_\_\_  
Tim Razzari, Member \_\_\_\_\_

C. Others Present: \_\_\_\_\_

**II. Flag Salute - Pledge Allegiance to the Flag**

**III. Annual Reorganization**

A. Nomination and Selection of Chairperson for 2024  
Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

B. Nomination and Selection of Vice Chairperson for 2024  
Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**IV. Presentation**

- A. Presentation of Plaques to MCOE Outstanding Classified, Certificated, and Management Employees for the Quarter ending December 2023
1. Classified Employee: Charlotte Parga, Educational Services
  2. Classified Employee: Andrea Flores, Educational Services
  3. Certificated Employee: Tisha McParland, Educational Services
  4. Management Employees: Mary Childrey, Early Education

**V. Consent Agenda:** Items listed under Consent Agenda are considered to be routine administrative functions and will be acted on by the Board in one motion and one vote. Any items under the Consent Agenda may be discussed; however, if the item needs further clarification and discussion, it may be removed from the Consent Agenda at the request of the Board or the Superintendent, and considered separately. Information concerning Consent Agenda items will be provided to each Board member for study prior to the meeting. It is understood that the Superintendent recommends approval of all consent items, unless otherwise noted. (*Board Bylaw 9322*)

- A. Minutes of Regular Meeting on November 13, 2023
- B. Minutes of Special Meeting on December 11, 2023
- C. Retirement Resolutions:
  - 1. **Resolution No. 2023-33** Honoring Nannette Waggoner
  - 2. **Resolution No. 2023-34** Honoring Jacqueline Brunger
  - 3. **Resolution No. 2023-35** Honoring Isabel Mendez
  - 4. **Resolution No. 2023-36** Honoring Frances Llanes

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**VI. Written Communications**

- A. Correspondence Received By Chairperson
- B. Correspondence Received By Board Members
  - 1. Kids Discovery Station thank you letter dated October 15, 2023
- C. Correspondence Received By Superintendent

**VII. Call for Public Comments on Agenda & Non-Agenda Items**

During this portion of the agenda, the public is invited to address the Board on any item of interest that is within the Board's jurisdiction (*Education Code 35145.5; Government Code 54954.3*). The Board shall conduct no discussion, deliberation, or action on any item not appearing on the posted agenda, except as authorized by law raised (*Education Code 35145.5, Government Code 54954.2*). Members of the public are limited to five minutes on each topic or agenda item and public participation cannot exceed 20 minutes total for each topic or agenda item (*Government Code 54954.3; Board Bylaw 9322 & 9323*).

**VIII. Future Agenda Items**

- A. Selection of new Board Representatives to serve on:
  - Outstanding Employee Selection Committee [*Frank*]
  - Merced County School Boards Association Executive Committee (MCSBA)  
(2-year term, expires 2023) [*Geneva*]
  - Head Start Policy Council (2-year term) [*Tim*]
  - Merced County Committee on School District Organization (4-year term, expires 2025) [*Geneva*]

**IX. Superintendent's and Board Member's Report (Information/Discussion Only)**

- A. Report on Attendance of 2023 CSBA Annual Education Conference held November 30<sup>th</sup> – December 2<sup>nd</sup>, San Francisco County Superintendent/Board Members
- B. Board Member's Report (*if any*) Board Members
- C. Superintendent's Report Steve M. Tietjen

**X. Business Items for Action**

**A. Schelby Agriculture Scholarship for 2024-2025**

Steve M. Tietjen  
County Superintendent

It is recommended that the Board of Education review the Schelby Agriculture Scholarship for 2024-2025, and approve payment of \$200 to Merced College Foundation and authorize Merced College Foundation to Select Recipient

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**B. 2023-2024 First Interim Report**

Craig Nelson  
Director-Bus. Svcs.

It is recommended that the Board of Education approve the First Interim Report and the Criteria and Standards Review and authorization of the Certification of Interim Report

1. Approval of First Interim Report
  - i. Form 01I-School Services General Fund Budget Revisions
  - ii. Form 09I-Charter School Fund Budget Revisions
  - iii. Form 11I-Adult Education Fund Budget Revisions
  - iv. Form 12I-Child Development Budget Revisions
2. Approval of Criteria and Standards Review, Form 01CSI
3. Authorize the County Superintendent to sign the Certification of Interim Report (CI)

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**C. County Superintendent's Salary Schedule**

Steve M. Tietjen  
County Superintendent

It is recommended that the Board of Education discuss and approve the County Superintendent of Schools' Salary, Other Financial Remuneration, Health, Retirement and Other Benefits (Education Code Section 1209)

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**XI. Adjournment: \_\_\_\_\_ PM**

Motioned by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**Americans With Disabilities Act Assistance:** Auxiliary aids and services include a wide range of services and devices that promote effective communication for individuals with disabilities. If you require such assistance, please notify the Office of the Superintendent at (209) 381-6601 as soon as possible. Every effort will be made to give primary consideration to expressed preferences or provide equally effective means of communications to ensure equal access to the meetings of the Merced County Board of Education.  
(Government Code 54954.2) (Board Bylaw 9320 & 9322)

**Availability of Documents for Public Inspection:** Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Merced County Office of Education to all or a majority of the members of the Merced County Board of Education less than 72 hours prior to that meeting are available for public inspection in the Superintendent's Office at the Merced County Office of Education, 632 West 13<sup>th</sup> Street, Merced, CA 95341, during normal business hours. The agenda is a made available on our website: [www.mcoe.org](http://www.mcoe.org) (Government Code 54957.5) (Board Bylaw 9320 & 9322)

December 8, 2023

To: All MCOE Employees  
 From: Outstanding Employee Selection Committee  
 Subject: **OUTSTANDING EMPLOYEES**

The following Merced County Office of Education employees have been selected as MCOE's "Outstanding Employees" for quarter ending **DECEMBER 2023**.

CLASSIFIED



**Andrea Flores**  
 Educational Services Dept.

CLASSIFIED



**Charlotte Parga**  
 Educational Services Dept.



Confidential/Supervisory/Management

CERTIFICATED



**Tisha McParland**  
 Educational Services Dept.



**Mary Childrey**  
 Early Education Dept.



Andrea, Charlotte, Tisha and Mary, who exemplify MCOE's commitment to quality education and students, will be honored at the December 18, 2023 Board Meeting at 3:00pm.

***Congratulations to our Employees of the Quarter!***

**MINUTES**  
**MERCED COUNTY BOARD OF EDUCATION**  
**November 13, 2023**

**REGULAR BOARD MEETING**

Merced County Office of Education Board Room  
632 W. 13<sup>th</sup> Street, Merced, CA 95341

**I. Opening**

- A. Board Chairperson, Geneva Brett, called the regular meeting of the Merced County Board of Education to order at 3:00 PM.
- B. Members present were Geneva Brett, Fred Honoré, Dennis Hanks, Frank Fagundes, and Tim Razzari.
- C. Others present: Nathan Quevedo, Cindy Gentry, Crystal Sousa, Kimberly Chastain, Cristina Vara, Emily Tietjen, Maria Duran-Barajas, Rosa Barragan, Pat Atkins, Laura Fong, Janet Riley, Yolanda Campos-Senior Executive Assistant to the Superintendent, Steve M. Tietjen-County Superintendent

**II. Flag Salute – Pledge Allegiance to the Flag**

**III. Consent Agenda:** Items listed under Consent Agenda are considered to be routine administrative functions and will be acted on by the Board in one motion and one vote. Any items under the Consent Agenda may be discussed; however, if the item needs further clarification and discussion, it may be removed from the Consent Agenda at the request of the Board or the Superintendent, and considered separately. Information concerning Consent Agenda items will be provided to each Board member for study prior to the meeting. It is understood that the Superintendent recommends approval of all consent items, unless otherwise noted. (*Board Bylaw 9322*)

- A. Minutes of Regular Meeting on October 16, 2023

Dennis Hanks moved and Frank Fagundes seconded the motion to approve the Consent Agenda as submitted. The motion carried with a vote of 5-0.

**IV. Written Communications**

- A. Correspondence Received By Chairperson: None.
- B. Correspondence Received By Board Member: None.
- C. Correspondence Received By Superintendent: None.

**V. Call for Public Comments on Agenda & Non-Agenda Items**

The public was invited to address agenda items, submit items within the subject matter jurisdiction of the Board for future consideration, or speak to issues related to the function and operation of the County Board of Education.

No comments made.

**VI. Future Agenda Items**

- A. Annual Reorganizational Meeting – December 18, 2023

**VII. Superintendent's and Board Members' Report (Information/Discussion Only)**

- A. Williams Site Visits – 2023 Annual Report on the Status of Schools in Merced County: Emily Tietjen provided the report on the 2023 Annual Report on the Status of Schools in Merced County.

- B. Board Member's Report *(if any)*: None
- C. Superintendent's Report:
  - 1. El Nido Elementary School Registering as a District of Choice
  - 2. CSBA Annual Education Conference & Trade Show – Nov. 30-Dec. 2, 2023
  - 3. MCOE Annual Report on Our Schools – February 8, 2024

**VIII. Business Items for Action**

A. Quarterly Uniform Complaint Report

It is recommended that the Board of Education review and approve the Uniform Complaint Report Summary for Quarterly Period July 2023 through September 2023

Emily Tietjen reported that there were no complaints during this quarterly period.

**Fred Honoré** moved and **Frank Fagundes** seconded a motion to approve the Uniform Complaint Report Summary for Quarterly Period July 2023 through September 2023 as submitted. The motion carried with a vote of 5-0.

B. Sale or Disposal of Surplus Property [Resolution No. 2023-32]

It is recommended that the Board of Education adopt **Resolution No. 2023-32** Authorizing the sale or disposal of surplus property as submitted (*Education Code 1279*)

**Dennis Hanks** moved and **Frank Fagundes** seconded a motion to adopt Resolution No. 2023-32 Authorizing the Sale or Disposal of Surplus Property as submitted. The motion carried with a vote of 5-0.

C. School Plan for Student Achievement (SPSA) 2023-2024

It is recommended that the Board of Education approve the 2023-2024 School Plans for Student Achievement for Merced County Office of Education Special Education and Schelby School

The SPSA reports can be found on our website at:

<https://www.mcoe.org/departments-programs/sped/se-public-notice> or

<https://www.mcoe.org/departments-programs/educational-services/student-programs/mcoe-public-postings>

**Frank Fagundes** moved and **Dennis Hanks** seconded a motion to approve the 2023-2024 School Plans for Student Achievement for Merced County Office of Education Special Education and Schelby School. The motion carried with a vote of 5-0.

**IX. Adjournment**

**Dennis Hanks** moved and **Fred Honoré** seconded the motion to adjourn the regular meeting of the Merced County Board of Education at 3:25 PM. The motion carried with a vote of 5-0.

Respectfully submitted,

Steve M. Tietjen, Ed.D.  
County Superintendent of Schools  
Secretary to the Board of Education

SMT/yc



Merced County Office of Education  
632 W 13th St  
Merced, CA 95341

October 15, 2023

Dear Merced County Office of Education,

The Board of Directors and Staff of Kids Discovery Station would like to express our deepest appreciation and gratitude for your Bronze Level Sponsorship of our annual fundraiser. We received your contribution of \$750 on 9/18/2023.

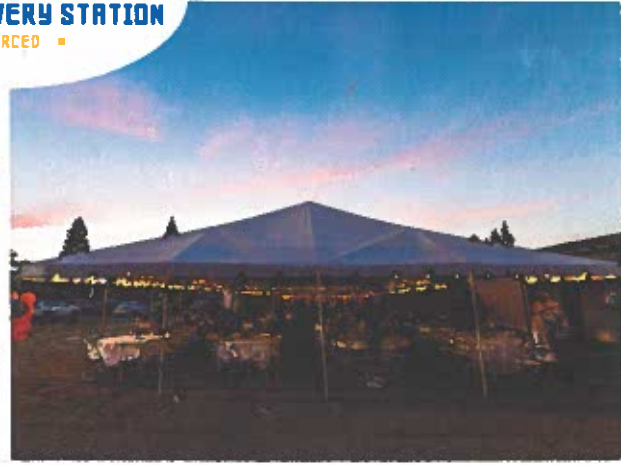
Your generous donation will enable us to continue to offer unique in Merced County enrichment and educational opportunities for children and families. In the two years since its opening Kids Discovery Station hosted over 45,000 little and grown-up visitors as well as over 6,000 students from local elementary schools on field trips, summer camps, evening workshops and STEM day-camps. New exhibits and educational programming are continuously added to keep the museum growing and improving.

*Thank you for helping to make Merced families happier, healthier and stronger and for investing in our future - the children of our community!*

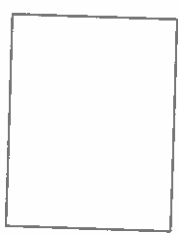
Sincerely,

Mayya Tokman,  
Executive Director & President of the Board of Directors  
Kids Discovery Station





**BACK TO THE 80S**  
**MERCED, CA**  
**OCT 12, 2023**



Dear friends and colleagues from MCOE,  
 We are so grateful for your support of  
 Kids Discovery Station. Thank you for investing  
 in our future. The children of our community  
 with gratitude and appreciation from the  
 Kids Discovery Station Board and Staff



**2023**  
**MERCED COUNTY OFFICE OF EDUCATION**  
**Superintendent Salary Schedule (SUPT)**  
 (Based upon January 1, 2023 salary schedule plus 5% effective July 1, 2023)

STEPS	ANNUAL
1	247,513
2	256,176
3	265,142
4	271,771
5	278,565

- \$6000 will be awarded for a Doctorate Degree from a university or college accredited by the Western Association of Schools and Colleges.
- The County Superintendent is not eligible for an automobile or cell phone allowance.
- This schedule shall be adjusted only with the approval of the Merced County Board of Education. \*
- Employee shall possess the appropriate credential in order to be placed on the above salary schedule.
- When the Superintendent reaches 68 years of age, MCOE shall pay the employee portion of the STRS contribution as part of the Superintendent's remuneration while he remains in office.
- If the Superintendent completes his second elected term on January 3rd, 2027, MCOE shall provide a health benefits contribution in an amount equivalent to that provided to current management personnel. The Superintendent shall remain covered by MCOE health benefits at the management personnel rate for life.

\*In accordance with Education Code 1209, this schedule was formally adopted on April 17, 2023 by the Merced County Board of Education as the new Superintendent Salary Schedule effective July 1, 2022.