

Santa Barbara County Education Office

BOARD BOOK and AGENDA



March 2024



SANTA BARBARA COUNTY BOARD OF EDUCATION

4400 Cathedral Oaks Road
P.O. Box 6307
Santa Barbara, CA 93160-6307

REGULAR MEETING

March 14, 2024 – 2:00 p.m.

AGENDA

The Santa Barbara County Board of Education is holding this meeting on Thursday, March 14, 2024 at the SBCEO North County Office, 402 Farnel Road, Santa Maria, CA.

Online Viewing Option

Individuals who are unable to attend the board meeting in person may view it online by clicking on the link below or by copying and pasting it into a web browser:

<https://us02web.zoom.us/j/88414298928?pwd=b1NLNUFxdzBaN2V6TG1EMjdpL2FtZz09>

Public Comment Procedure

Public comment may be made in person at the board meeting. Persons wishing to address the board are requested to complete a “Request to Address Board” form, available at the meeting room entrance, and deliver it to the secretary prior to the time the meeting is called to order. During the time for public comment specified on the agenda, the board will acknowledge requests to speak on agenda items as well as topics not on the agenda, but within the subject matter jurisdiction of the board. The total amount of time for public comments will be 15 minutes. The amount of time an individual speaker may speak is typically 5 minutes but may be adjusted upon consent of the board depending on the total number of persons wishing to be heard. If the speaker needs more time, they may submit written comments.

Interpretation/Interpretación

Live simultaneous Spanish interpretation of the board meeting will be provided for those viewing online. Se dispondrá de interpretación simultánea del inglés al español durante la reunión del Consejo de Educación, para quienes la estén viendo por Internet.

Video Recording

The board meeting will be video recorded. The video recording will be made available online at <https://www.sbceo.org/board/materials>.

Assistance with Meeting

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the superintendent's office at (805) 964-4711 or email afreedland@sbceo.org by 10:00 a.m. the day before the meeting. Notification at least 72 hours prior to the meeting will assist the superintendent in making suitable arrangements.

GENERAL FUNCTIONS

1. Call to Order

2. Spanish Interpretation/Interpretación

The president will announce that live simultaneous Spanish interpretation of the board meeting is available for those viewing online. La Presidente anunciará que se dispone de interpretación simultánea del inglés al español durante la reunión del Consejo de Educación, para quienes la estén viendo por Internet.

3. Pledge of Allegiance

4. Roll Call

5. Changes to the Agenda

The president will announce any additions, deletions, or changes in the order of business on the agenda at this time.

6. President and Board Comments

7. Public Comments

The total amount of time for public comments will be 15 minutes. The amount of time an individual speaker may speak is typically 5 minutes, however, with board consent, and depending on the number of persons wishing to be heard, the president may increase or decrease the time allowed for individual speakers. If the speaker needs more time, they may submit written comments.

PRESENTATION

8. Presentation on the Special Education Division

Associate Superintendent of Special Education Kirsten Escobedo will provide a presentation about the Special Education division.

SUPERINTENDENT'S REPORT

9. Superintendent's Report (Attachment)

The superintendent's report is presented as an information item.

CONSENT AGENDA

At this time, the board will consider all of the items below together and can act upon them with a single vote. These items are considered to be routine and do not require separate discussion. Individual consent items may be removed and considered separately at the request of a board member or staff. The superintendent recommends approval of all consent items.

10. Minutes of Meeting Held February 8, 2024 (Attachment)

11. Registration of Credentials and Other Certification Documents: Issuance of Temporary County Certificates (Attachment)

Registration of credentials and other certification documents registered in the Santa Barbara County Education Office from January 7, 2024 to February 6, 2024, and the issuance of temporary county certificates for that same time period.

12. 2024-25 Central Office Calendar (Attachment)

13. Acceptance of Donations (Attachment)

Acceptance of donations on the attached donations list for the following department:

- Transitional Youth Services

14. Declaration of Surplus (Attachment)

Declaration of surplus on the attached surplus list for the following department:

- Information Technology Services

Motion to approve all consent items:

MOVED:

SECONDED:

VOTE:

ACTION ITEMS

15. Recommended Approval of Second Interim Report

The Second Interim Report will be presented by the Board Budget Committee for approval as part of the budget monitoring process.

MOVED:

SECONDED:

VOTE:

16. Accept and File Annual Financial (Audit) Report

Copies of the 2022-23 Annual Financial (Audit) Report prepared by Eide Bailly LLP have been received. The superintendent recommends that the board acknowledge receipt of the audit report and order it filed.

MOVED:

SECONDED:

VOTE:

17. Board Policies, Reading and Adoption (Attachment)

The following board policies will be presented by the Board Policy Committee for reading and adoption:

- BP 5145.6 – Parent/Guardian Notifications (new)
- BP 9010 – Public Statements and Board Endorsements (new)
- BP 9011 – Disclosure of Confidential/Privileged Information (new)
- BP 9100 – Organization (revised)
- BP 9130 – Board Committees (revised)
- BP 9200 – Limits of Board Member Authority (new)
- BP 9220 – Governing Board Elections (revised)
- BP 9222 – Resignation (new)
- BP 9223 – Filling Vacancies (revised)
- BP 9224 – Oath or Affirmation (new)

MOVED:

SECONDED:

VOTE:

18. Reimburse Expenses for Board Members to Attend the Santa Barbara County School Boards Association (SBCSBA) Annual Dinner

The board will consider whether to approve the reimbursement of actual and necessary expenses for board members to attend the Santa Barbara County School Boards Association (SBCSBA) Annual Dinner, April 24, 2024, in accordance with Board Policy 9250.

MOVED:

SECONDED:

VOTE:

INFORMATION ITEMS

19. Statement of Economic Interests, Form 700

Legal counsel will provide a brief overview of the Statement of Economic Interests, Form 700, required of board members.

20. Personnel Report (Attachment)

The certificated and classified personnel reports are presented as an information item.

FUTURE AGENDA ITEMS

21. Future agenda items

Potential future agenda items:

- Report on Lompoc Unified School District's affiliation with The Nature Conservancy's Dangermond Preserve
- Report on the teen center in Lompoc
- AB 2222 – proposed legislation on literacy
- Board planning (mission, vision)

ADJOURNMENT

22. Adjournment to the next regular meeting to be held April 11, 2024.

MOVED:

SECONDED:

VOTE:

Superintendent's Report



Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307
 Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

Santa Barbara County Board of Education Superintendent's Report March 14, 2024

Student Enrollment in SBCEO Schools and Programs

	July '23	Aug '23	Sept '23	Oct '23	Nov '23	Dec '23	Jan '24	Feb '23	Feb '24
JCCS – FitzGerald Community School	7	16	15	17	25	27	37	22	38
JCCS – Dos Puertas School	16	21	18	24	25	24	20	28	19
JCCS – Los Robles High School	4	2	5	4	4	5	2	8	0
Early Care & Education (preschools and infant/toddler centers)	31	248	278	311	278	282	301	274	307
Special Ed – JCCS	12	11	13	17	16	13	10	16	8
Special Ed – Early start (infants)	104	99	91	92	98	105	105	100	106
Special Ed – Direct service districts	111	95	95	97	98	94	94	102	95
Special Ed – Regional: TK-12 extensive support needs program	58	51	55	56	55	55	56	56	56
Special Ed – Regional: Itinerant vision and deaf and hard of hearing program	74	77	77	77	79	79	82	78	82
Special Ed – Preschool	746	455	477	502	533	592	614	560	671

Numbers reflect the enrollment on a specific date in the month.

SBCEO Employee Service Awards

We celebrated 55 SBCEO employees with 5 to 35 years of service on February 28 via Zoom. With nearly 100 individuals online, sixth grade student Esmeralda Ramirez from Isla Vista Elementary School delighted the audience by singing “Somewhere Over the Rainbow.” Thank you to the County Board of Education members who could join and share words of encouragement and congratulations.

SBCEO Facilities

Steve Torres will provide an update at the March 14 board meeting on SBCEO facilities needs, including more details on bonds and Early Care and Education/Special Education space needs.

Partners in Education

Volunteers needed for high school mock job interviews. County Board of Education members are invited to participate. Please see attached flyer for details: April 9-11, 2024.

SBCEO DIVISIONS

Administrative Services Division

Form J-13A: School Business Advisory Services (SBAS) district financial advisors are in the process of reviewing districts' Form J-13A (Request for Allowance of Attendance Due to Emergency). Santa Barbara County schools closed due to the state of emergency resulting from the storms in early February. Form J-13A is used by local educational agencies (LEAs) to obtain approval of attendance and instructional credit for the days in which schools were closed. The county superintendent of schools verifies the information contained within the Form J-13A and forwards the documentation to the CDE for approval.

Curriculum and Instruction Division

Inclusion Network: On March 11, we hosted the third meeting of the countywide Inclusion Network with the Directors of Supporting Inclusive Practices (SIP). District implementation teams analyzed data and used the BASICS Special Education Infrastructure tool, engaged in a Policy/Procedure Review and explored the CA System of Support Technical Assistance Project in breakout groups to refine their district plans with the support of additional data.

Differentiated Assistance: Superintendent Salcido, Associate Superintendent Ellen Barger, and Director of School and District Support Rachel Fauver met with the CA Collaborative for Excellence in Education (CCEE) to consult on districts qualifying for Direct Technical Assistance within the program of Differentiated Assistance. SBCEO shared the progress and recommendations for the qualifying LEA. Initial planning meetings and dashboard analyses are underway in all districts qualifying for tier two supports. The support will continue for two years for each district or charter school that qualifies.

LCAP Support and Training: Our countywide LCAP template training brought together teams from 18/20 districts and 5 charter schools to learn all the details of the new LCAP

requirements. This was the culmination of a series of development workshops and included district team members from both program and fiscal to engage in planning and learning. Recent legislation requires this new LCAP template to provide more school level planning and integration, a focus on effectiveness, and several other changes. In addition to training and resources, our team provided each LEA with a customized checklist of their exact requirements based on all statutes.

Ethnic Studies Community of Practice (COP): Teachers, administrators, and counselors from our 6 districts with high schools are part of our Ethnic Studies Community of Practice (COP), facilitated by Director of Leadership Support Services Elsy Villafranca and Director of School and District Support Shawn Carey. On March 11, teams within this COP addressed topics including meaningful and authentic family and community engagement, the historical arc of ethnic studies, while building and sharing knowledge and resources. A panel of parents, teachers and a board member shared one district's processes for authentic engagement in the development process.

English Learner Roadmap Power in Collaboration Across California (EPiCC)

Grant: This grant, in partnership with LA and Ventura county offices of education, focuses on integrated language development within and across content areas, bilingual and biliterate proficiency, and building and strengthening capacity to implement the EL Roadmap Policy across the state. Numerous workshops in English and Spanish last month and this month support teacher practice in grade-specific practice in literacy and language development. We have also built systems that release veteran, skilled teachers to pair with and coach more novice and developing teachers in these skills. We are recruiting our first cohort of teachers to complete our Bilingual Authorization Program.

Reading and Literacy Supplemental Authorization Incentive Grant Program:

SBCEO was awarded this grant to support our districts' literacy and workforce efforts. We received funding to support 75 teachers over the next three years to earn their Reading and Literacy Added Authorization or specialist authorization. Certification authorizes the holder to assess student reading and provide reading instruction in response to those assessments; it also authorizes holders to develop, implement, and adapt reading content curriculum and assist classroom teachers in these areas. Director of School and District Support Noelle Barthel, who secured the grant, is creating partnerships with universities who have accredited programs and working with districts to identify and recruit teachers. Our first cohort for the one-year program will begin in the fall.

Academic Events:

Mock Trial: On February 24 and March 2 our county High School Mock Trial Competition took place at the Santa Barbara County Courthouse. Seven teams argued the case *People v. Clark* while local superior court judges acted as presiders and local attorneys volunteered as scorers. Twenty-nine (29) individual students received medals. The team from Dos Pueblos High School emerged as county champion and will compete in the state competition in Los Angeles at the end of the month.

Spelling Bee: We will host our annual Spelling Bee on March 19 in the SBCEO Auditorium. Winners in the elementary and junior high divisions go on to compete at the state competition in Stockton in April.

Upcoming workshops and events:

- March 1: Language Education Network
- March 2: Mock Trial Finals
- March 5: Common Core en Español (TK-K)
- March 6: UPK Teacher Collaborative
- March 7: Jump into Computer Science
- March 11: Ethnic Studies COP
- March 11: Inclusion Network
- March 12-14: Teaching Reading in Spanish
- March 14: Creativity in AI with Project Based Learning
- March 19: Common Core en Español (1st grade)
- March 19: Santa Barbara County Spelling Bee (elementary and junior high)

Special Education Division

Special Education division teachers, speech and language pathologists, school psychologists, other related service providers and administrators are working closely with Lompoc Unified School District, Orcutt Union School District, Santa Maria-Bonita School District, the Santa Ynez Valley Consortium, Montecito Union School District, Cold Spring School District and Santa Barbara Unified School District to prepare for transition meetings for over 350 students across the county. Our special education administrators (Calisa Castillo, Andy Evans, Ashley Johnson, Sharie Strasburger and Armando Uribe) work closely with the receiving districts' special education administrators to support this process. Each student who transitions to another district has an Individualized Education Program (IEP) transition meeting in the spring to determine how to appropriately meet their needs in the new setting in the 2024-25 school year.

Of this group of over 350 students, just under 200 students reside in the Santa Maria-Bonita School District (SMBSD). SMBSD has hosted three Transitional Kindergarten (TK) Parent Nights, and SBCEO special education coordinators have attended to support the process. Our special education staff have toured SMBSD's TK and kindergarten special education programs, and SMBSD staff have toured SBCEO's preschool programs. These tours are in place to better understand each LEA's programs and enable the IEP teams to discuss the most appropriate services and placement for each student.

Student and Community Services Division

Career Technical Education (CTE)

Teacher Tours Update: On February 7 (north county) and 9 (south county), another round of CTE Teacher Industry tours took place with tours of the City of Santa Barbara

Water Resources Department, Southern California Edison, Granite Construction, Santa Maria-Bonita School District IT Department, Marion Hospital IT Department, and Coast Hills Credit Union. Photos can be found online at: <https://s.sbceo.org/h>

Here are the upcoming CTE Teacher Tours scheduled for March and April; board members are welcome and invited to attend:

- [North County Teacher Tours](#) continue on March 6 for the Health Science and Medical Technology industry sector. Sites are TBD.
- [South County Teacher Tours](#) continue on April 12 with the Manufacturing and Information and Communication Technology industry sectors. Sites are TBD.

Central Coast K-16 Regional Collaborative Grant: The kick-off event on February 9 at Cal Poly, San Luis Obispo was well-attended by representatives from county offices of education, community colleges, and 4-year universities. The group celebrated the cross-institution collaboration and provided important feedback on the next steps for the K-16 career pathway development work. A photo can be found online at: <https://s.sbceo.org/i>

On February 29, the K-16 Collaborative Steering Committee, in collaboration with representatives from career pathways, embarked on the creation of the inaugural K-16 career pathway in the high-need, high-wage industry sector of Engineering. The team worked on aligning engineering courses and pathways, and developing strategies/resources to ensure equitable access for all students, with an emphasis on underserved populations. Sarah Cameron, CTE director, represented SBCEO as a member of the steering committee leading these efforts. For more details about the Collaborative, visit the following website: <https://www.centralcoastk16collab.org/>

Early Childhood Educator (ECE) Apprenticeship Program: Two more apprentices have joined the apprenticeship program. We are hopeful that additional interest will be generated through marketing in various venues using an ECE Apprenticeship flyer, found online at: <https://s.sbceo.org/j>

Juvenile Court and Community Schools (JCCS)

Future Schools Leading and Learning Lab Immersive Experience: On February 15, a team of Peter B. FitzGerald Community School staff, administration, and Student and Community Services division staff attended a Future Schools Leading and Learning Lab immersive experience hosted by Anaheim Union High School District. The one-day experience consisted of classroom observations, a tour of a school-based community center, student panels, and an introduction to best practices for designing and implementing the community school framework. The insights gained from this experience have both inspired and informed the FitzGerald team as they continue with their planning efforts related to the California Community Schools Partnership Program (CCSPP) planning grant.

Family Engagement at Peter B. FitzGerald Community School: FitzGerald Community School is hosting a 6-part series taught by the Promotores Network for families titled, "Taking Care of Your Health and Emotional Well-Being." The series touches on recognizing and managing difficult emotions such as stress, anxiety, depression; taking care of your mental health; and the importance of a good diet and physical activity. The first class in the series started on February 21, and the series will conclude on March 27. All classes are held in the North County Office Board Room on Wednesday evenings from 6:00-8:00 p.m.

School Safety Liaison

Collaboration with the Office of Emergency Management (OEM): Dennis Thomas, school safety liaison, and Camie Barnwell, communications director, actively supported the Emergency Operations Center's operations during the rain and windstorm in early February. They delivered real-time storm updates to SBCEO staff and school districts, which included a recommendation from Sheriff Brown to close all schools in the county of Santa Barbara on Monday, February 5, 2024. The duo remained at the Emergency Operations Center until its deactivation. Importantly, there were no requests for assistance from any school or district within the county during the Emergency Operations Center's active period.

Student and Community Services (SCS) Program Staff

Behavioral Health Learning Network: SCS will be hosting our third Behavioral Health Learning Network on March 6 from 9:00-10:30 a.m. The meeting will focus on sharing best practices for sub-clinical behavioral health services across various LEAs as well as discussing upcoming grants from the state that would support the work outlined in the Children and Youth Behavioral Health Initiative (CYBHI).

Transitional Youth Services (TYS)

Winter Coat Drive: TYS successfully gathered **403 coats** during the recent countywide coat drive that ended on January 19, 2024. Currently, all 78 coat requests for the Lompoc Unified School District have been fulfilled and coats have been delivered to ten different sites in Lompoc. The surplus coats were specifically allocated to students in need at the Santa Maria Joint Union High School District, Buellton Union School District, Good Samaritan Shelter, Transition House Shelter, and a domestic violence shelter. Additionally, smaller-sized coats were contributed to Storyteller Children's Center for the newly established Family Advocate Program, focusing on supporting homeless children. The remaining coats are scheduled for distribution among various organizations, including Children's Resource Network, Noah's Anchorage, and other school site clothing closets based on specific requests. A wide range of sizes will be retained in the TYS Resource Closet to fulfill future requests.

My facilitation and/or attendance at recent countywide meetings and events (partial list):

- 2/1 Santa Barbara County School Boards Association Executive Committee meeting
- 2/2 Juvenile Justice Coordinating Council meeting
- 2/3 Countywide education job fair
- 2/5 SELPA JPA board meeting
- 2/9 Central Coast K-16 Regional Collaborative Launch event in San Luis Obispo; *Wizard of Oz* opening night production at Isla Vista Elementary School
- 2/12 First 5 Fiscal Committee meeting
- 2/14 Project Opioid meeting; visited College School District
- 2/21–2/22 Curriculum and Instruction Steering Committee (CISC) Symposium in Monterey
- 2/26 First 5 Commission meeting & First 5 School Governance Brunch – panel speaker
- 2/27 Computers for Families launch event for new mobile hub (van)
- 3/1 Partners in Education board meeting
- 3/2 County Mock Trial final rounds and awards presentation
- 3/4 Superintendents’ Council meeting; SELPA JPA board meeting
- 3/7 Santa Barbara County School Boards Association Executive Committee meeting; Foundation Roundtable presentation; Allan Hancock College celebration of the Promise campaign



Mock Interviews with High School Students!

VOLUNTEERS NEEDED!

APRIL
9-11
2024

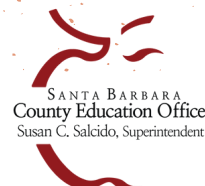
- Santa Barbara, SBCEO 4400 Cathedral Oaks Rd:
Tuesday, April 9, 4-5:30 p.m.
- Santa Maria, Toyota Center 1643 S Bradley Rd:
Wednesday, April 10, 4-5:30 p.m.
- Solvang, Youth Empowered, 320 Alisal Rd Ste 106:
Thursday, April 11, 4-5 p.m.

Volunteers will help students practice their interview skills. For many of our high school students, this will be their very first interview experience—our goal is for them to walk away feeling encouraged and even more confident about their abilities.

Email partners@sbceo.org to sign up!



**PARTNERS
IN EDUCATION**
Preparing Students for What's Next



Consent Agenda



SANTA BARBARA COUNTY BOARD OF EDUCATION

4400 Cathedral Oaks Road
P.O. Box 6307
Santa Barbara, CA 93160-6307

REGULAR MEETING
February 8, 2024 – 2:00 p.m.

MINUTES

UNAPPROVED

GENERAL FUNCTIONS

1. **Call to Order**

The regular meeting of the County Board of Education was called to order at 2:00 p.m. by Board President Judy Frost.

2. **Spanish Interpretation/Interpretación**

The president announced that Spanish interpretation of the board meeting was available online via Zoom.

3. **Pledge of Allegiance**

Board Vice President Porter led the Pledge of Allegiance.

4. **Roll Call**

Board Members Present

Vedamarie Alvarez Flores
Marybeth Carty
Michelle de Werd
Nadra Ehrman
Judith Frost
Joe Howell
Bruce Porter

Staff Members Present

Susan Salcido, superintendent
Austin Payne, legal counsel

Anna Freedland, executive assistant

Ellen Barger	Kirsten Escobedo	Luis Medina	Steve Torres
Camie Barnwell	Nicole Evenson	Amy Ramos	Rene Wheeler
Bridget Baublits	Mari Gonzales	Elise Simmons	
Josh Becerra	Don Lockwood	Dennis Thomas	

Others Present

Ellis Gonzalez, interpreter (via Zoom)
Hugo Santos-Gomez, interpreter (via Zoom)
John Torres, A/V technician consultant, CompuVision

5. Changes to the Agenda

None.

6. President and Board Comments

The president and board members commented on various topics, including:

- The president thanked the board members and staff who were able to attend former Board Member Maggi Daane’s memorial service. Mrs. Frost welcomed Vedamarie Alvarez Flores to the board. She also shared about the recent State of Education event in Santa Maria at which the superintendent presented.
- Board Member de Werd shared that she attended the Santa Barbara County School Boards Association (SBCSBA) Executive Committee meeting. She reminded the board about a California School Boards Association (CSBA) workshop on March 8-9 in Sacramento. Mrs. de Werd shared that she was recognized, at a Santa Ynez Valley Union High School District Board meeting, for her 7 years of service on the Citizens Oversight Committee.
- The president commented about Board Member de Werd’s previous request, at last month’s board meeting, that the board select a representative to attend the SBCSBA Executive Committee meetings. Mrs. Frost proposed that she be the representative, and, in her absence, Mrs. de Werd would be the representative. Mrs. de Werd agreed.
- Board Member Alvarez Flores thanked the board for welcoming her onto the board.

7. Public Comments

None.

ORGANIZATIONAL ITEM

8. Administration of Oath of Office

The superintendent administered the oath of office to Vedamarie Alvarez Flores as the provisional appointee to the board for Trustee Area No. 7. Mrs. Alvarez Flores was provisionally appointed to the board on January 11, 2024.

PRESENTATIONS

9. Presentation on the State of the Education Workforce in Santa Barbara County

Associate Superintendent of Human Resources Mari Gonzales and Director of Human Resources Amy Ramos provided an update on the state of the education workforce in Santa Barbara County, as well as trends in labor negotiations for SBCEO and local school districts.

10. Presentation on Projects of the School Safety Liaison

School Safety Liaison Dennis Thomas provided a presentation on projects he was working on for SBCEO and school districts.

SUPERINTENDENT'S REPORT

11. Superintendent's Report

The superintendent's report was presented as an information item. Dr. Salcido highlighted the following items:

- SBCEO Facilities – The superintendent shared that the Early Care and Education (ECE) program needed to expand in services and facilities. The program needed space for 5-6 state preschools. Additionally, the Special Education division's preschool program needed facilities, and the SBCEO North County Office lease would be up in 2026 and there was a continued need for space there. Therefore, SBCEO was looking at property to lease or purchase. The ECE program had one-time funds that could be used for facility costs. Dr. Salcido stated that she would like to convene the Board Legal Committee to help review any legal aspects related to a potential property purchase.
- Data from Project Opioid – Dr. Salcido highlighted slide number 14 which showed fentanyl overdose deaths by age range and noted that for the "under age 18" range, there was 1 total death in 2023.
- Data from the Comprehensive Multi-Agency Juvenile Justice Plan – The superintendent highlighted slide number 15 which showed the age a youth

was at the time of their offense and how long they were expected to remain in the Juvenile Justice Center.

- Request to board members to update their emergency contact information

The superintendent also commented on the following:

- Handouts at board member places
- The recent rainstorm and SBCEO's coordination with the Emergency Operations Center, Sheriff Brown, and schools
- Upcoming SBCSBA Annual Dinner on April 24
- SBCEO Communications Department was recognized with an award of excellence by the California School Public Relations Association

CONSENT AGENDA

The board approved all consent items:

12. Minutes of Meeting Held January 4, 2024

13. Minutes of Special Meeting Held January 11, 2024

14. Registration of Credentials and Other Certification Documents: Issuance of Temporary County Certificates

Registration of credentials and other certification documents registered in the Santa Barbara County Education Office from December 7, 2023 to January 6, 2024, and the issuance of temporary county certificates for that same time period.

15. Acceptance of Donations

Acceptance of donations for the following departments:

- Internal Services
- Special Education

16. Declaration of Surplus

Declaration of surplus for the following departments:

- Curriculum and Instruction
- Information Technology Services
- School Business Advisory Services

Motion to approve all consent items:

MOVED: Mrs. de Werd

SECONDED: Ms. Ehrman

VOTE: Passed 7-0

ACTION ITEM

17. Board Policies, Reading and Adoption

The following board policies were presented for reading and adoption:

New board policies:

- BP 6146.4 – Differential Graduation and Competency Standards for Students with Disabilities
- BP 6159 – Individualized Education Program
- BP 6159.1 – Procedural Safeguards and Complaints for Special Education
- BP 6159.3 – Appointment of Surrogate Parent for Special Education Students
- BP 6164.4 – Identification and Evaluation of Individuals for Special Education
- BP 6164.6 – Identification and Education Under Section 504

Revised board policies:

- BP 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction
- BP 6146.1 – High School Graduation Requirements
- BP 6162.6 – Use of Copyrighted Materials
- BP 6173 – Education for Homeless Children
- BP 6173.1 – Education for Foster Youth

Board Policy Committee Chair Porter reported about the policies, including specifically about revised BP 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction, and revised BP 6146.1 – High School Graduation Requirements.

A motion was made to approve all of the new and revised board policies.

MOVED: Mrs. Carty SECONDED: Ms. Ehrman VOTE: Passed 6-1

Prior to the vote on the above motion, the board had a discussion and Mr. Porter made the following amended motion: To remove BP 6146.1 – High School Graduation Requirements and send it back to the committee for further consideration.

MOVED: Mr. Porter SECONDED: Mrs. de Werd VOTE: Failed 1-6

The board adopted all of the board policies.

INFORMATION ITEMS

18. Update on the Juvenile Court and Community Schools Program

The superintendent provided a brief update on the Juvenile Court and Community Schools program, specifically about the upcoming closure of the Los Prietos Boys Camps and Los Robles High School located at the camp.

19. 2023-24 Local Control and Accountability Plan Mid-Year Monitoring Report

The 2023-24 Local Control and Accountability Plan (LCAP) Mid-Year Monitoring Report was presented to the board as an information item. Associate Superintendent of Student and Community Services Bridget Baublits provided a presentation on the report.

20. Summary of Governor’s 2024-25 January Budget Proposal

A summary of the governor’s 2024-25 January budget proposal was presented as an information item.

21. Report on the Classroom Expenses Actuals Waiver Process

Associate Superintendent of Administrative Services Steve Torres provided a brief report on the current expense of education actuals (CEA) waiver process in general, as an information item.

22. Personnel Report

The certificated and classified personnel reports were presented as an information item.

FUTURE AGENDA ITEMS

23. Future agenda items

The following were mentioned as potential future agenda items:

- Establish board priorities and goals
- A board retreat – Regarding this item, the president suggested that the Board Organization and Development Committee meet to discuss the idea of a board retreat and bring their recommendation to the full board.

ADJOURNMENT

24. Adjournment

The meeting was adjourned at 5:10 p.m. to the next regular meeting to be held March 14, 2024 at the SBCEO North County Office, 402 Farnel Road, Santa Maria.

MOVED: Mr. Howell

SECONDED: Mrs. Carty

VOTE: Passed 7-0

Judith Frost, President
County Board of Education

Dr. Susan Salcido, Secretary
County Board of Education



Santa Barbara County Education Office

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Susan C. Salcido, Superintendent of Schools

Santa Barbara County Board of Education

Credentials report pertaining to credentialed personnel, employed by local educational agencies across Santa Barbara County

Registration of Credentials or Other Certification Documents

The Santa Barbara County Education Office (SBCEO) registers credentials provided to all individuals throughout Santa Barbara County who have been issued credentials and permits by the California Commission on Teacher Credentialing (CCTC). (*Education Code § 44332.5*)

The content in this section of the report is informational.

Issuance of Temporary County Certificates

Temporary County Certificates (TCC) are issued by SBCEO to individuals during the interim period from when they apply for a credential with the California Commission on Teacher Credentialing to when they are issued or denied the official credential.

A TCC allows an individual to actively work and be paid for service in those positions for which the credential is required while they await final clearance of their credential or permit.

Temporary County Certificates must be approved by the County Board of Education. (*Education Code § 44332*)

**Registration of Credentials or Other Certification Documents
Issuance of Temporary County Certificates
January 7, 2024 - February 6, 2024**

<u>Name</u>		<u>Type of Credential / Permit</u>
Expiration Date: 2024		
Maria	Alvarez	30-Day Substitute Teaching Permit
Nicholas	Brooks	30-Day Substitute Teaching Permit
Caasi	Chavez	Short-Term Staff Permit
Ayryan	Dickinson	Education Specialist Instruction Credential
Alyssia	Dutton	Child Development Associate Teacher Permit
Kori	Gibson	30-Day Substitute Teaching Permit
Bryce	King	30-Day Substitute Teaching Permit
Michelle	Machado	30-Day Substitute Teaching Permit
Raleigh	Mankin	30-Day Substitute Teaching Permit
Nicole	McKenzie	Short-Term Staff Permit
Jenna	Moore	30-Day Substitute Teaching Permit
William	Palmisano	30-Day Substitute Teaching Permit
Abraham	Quinteros	Career Technical Education Teaching Credential
Brett	Selvy	Education Specialist Instruction Credential
Kristian	Sloan	30-Day Substitute Teaching Permit
Parvaneh	Smith	Provisional Internship Permit
Elise	Umetsu	30-Day Substitute Teaching Permit
Grace	Vanden	Provisional Internship Permit

Expiration Date: 2025

John	Adams	30-Day Substitute Teaching Permit
Nicholas	Almaguer	30-Day Substitute Teaching Permit
Carol	Ashley	30-Day Substitute Teaching Permit
Jay	Bishop	30-Day Substitute Teaching Permit
Michele	Borges	Crosscultural, Language, & Academic Devel Permit
Joan	Cahill	30-Day Substitute Teaching Permit
Marcus	Degas	30-Day Substitute Teaching Permit
Danielle	Del Valle	30-Day Substitute Teaching Permit
Casson	Demmon	30-Day Substitute Teaching Permit
Jennifer	Edwards	30-Day Substitute Teaching Permit
Lisa	Edwards	30-Day Substitute Teaching Permit
Leigh	Ehrlich	30-Day Substitute Teaching Permit
Dulce	Escamilla	30-Day Substitute Teaching Permit
Valeria	Felix	30-Day Substitute Teaching Permit

Rebecca	Fredrickson	30-Day Substitute Teaching Permit
Cristina	Gonzalez	30-Day Substitute Teaching Permit
David	Goss	30-Day Substitute Teaching Permit
Tania	Griffith	30-Day Substitute Teaching Permit
Xochitl	Guzman	30-Day Substitute Teaching Permit
Daisy	Haeberle	30-Day Substitute Teaching Permit
Annette	Hernandez	30-Day Substitute Teaching Permit
Alexis	Hopwood	30-Day Substitute Teaching Permit
Kaipeng	Huang	30-Day Substitute Teaching Permit
Caleb	Ingle	30-Day Substitute Teaching Permit
Madeline	Janzen	30-Day Substitute Teaching Permit
Sara	Kamali	30-Day Substitute Teaching Permit
Kristen	Krohnfeldt	Multiple Subject Teaching Credential
Michelle	Laggren	30-Day Substitute Teaching Permit
Catherine	Lau	30-Day Substitute Teaching Permit
Jaelynn	Lay	30-Day Substitute Teaching Permit
Michael	Lehman	30-Day Substitute Teaching Permit
Robin	Lewis	30-Day Substitute Teaching Permit
Roseanne	Luis	30-Day Substitute Teaching Permit
Laura	Mason	30-Day Substitute Teaching Permit
Carey	Matson	30-Day Substitute Teaching Permit
Sonia	Morosin	Education Specialist Instruction Credential
Blaga	Nichols	30-Day Substitute Teaching Permit
Amy	Orozco	30-Day Substitute Teaching Permit
Maritza	Padron	30-Day Substitute Teaching Permit
Jodi	Parkinson	30-Day Substitute Teaching Permit
Patricia	Perez	30-Day Substitute Teaching Permit
Alicia	Pischke	30-Day Substitute Teaching Permit
Stacie	Powell	30-Day Substitute Teaching Permit
Alaina	Pratt	30-Day Substitute Teaching Permit
Annette	Rafael	30-Day Substitute Teaching Permit
Georgia	Ransone	30-Day Substitute Teaching Permit
Kristen	Riley	Single Subject Teaching Credential
Joel	Rodriguez	30-Day Substitute Teaching Permit
Heather	Roell	30-Day Substitute Teaching Permit
Veronica	Ruiz	Education Specialist Instruction Credential
Noelle	Sadsad	30-Day Substitute Teaching Permit
Kassandra	Sanchez	30-Day Substitute Teaching Permit
Zulmai	Sanchez	30-Day Substitute Teaching Permit
Taylie	Scott	30-Day Substitute Teaching Permit
Alexandra	Sims	30-Day Substitute Teaching Permit
Brianne	Smith	30-Day Substitute Teaching Permit
Melissa	Sobczak	30-Day Substitute Teaching Permit
Kathleen	Stevenson	30-Day Substitute Teaching Permit
Natalie	Streed	30-Day Substitute Teaching Permit
Timothy	Sullivan	30-Day Substitute Teaching Permit

Caleb	Unruh	30-Day Substitute Teaching Permit
Edmond	Viau	30-Day Substitute Teaching Permit
Haining	Wei	30-Day Substitute Teaching Permit
Jennifer	Werner	30-Day Substitute Teaching Permit
Isis	Willis	30-Day Substitute Teaching Permit

Expiration Date: 2026

Peter	Casey	30-Day Substitute Teaching Permit
Carmen	Garcia	Child Development Assistant Permit
Eric	Gregg	Multiple Subject Teaching Credential
Alison	Mendoza	Career Technical Education Teaching Credential
Nahrin	Powell	Education Specialist Instruction Credential
Cynthia	Spangler	Education Specialist Instruction Credential

Expiration Date: 2027

Marnie	Carter	Education Specialist Instruction Credential
Tamara	Clark	Education Specialist Instruction Credential
Kristyne	Hastie	Education Specialist Instruction Credential
Jenny	Johansen	Multiple Subject Teaching Credential
Lucy	Martin	Education Specialist Instruction Credential
Vanessa	Padilla	Multiple Subject Teaching Credential
Beverly	Sherman	Education Specialist Instruction Credential
Kirsten	Standiford	Multiple Subject Teaching Credential
Kristin	Wood	Education Specialist Instruction Credential

Expiration Date: 2028

Xochitl	Aguilar	Child Development Assistant Permit
Cynthia	Baker	Multiple Subject Teaching Credential
Alicia	Cardenas	Child Development Program Director Permit
Genezalet	Cardoso	Multiple Subject Teaching Credential
Maureen	Claffey	Multiple Subject Teaching Credential
Carlos	Diaz	Single Subject Teaching Credential
Karina	Esparza	Multiple Subject Teaching Credential
Callie	Fisher	Multiple Subject Teaching Credential
Julian	Franklin	Multiple Subject Teaching Credential
Melissa	Garcia	Multiple Subject Teaching Credential
Kelee	Harding	Multiple Subject Teaching Credential
Maheshika	Karandawela	Child Development Associate Teacher Permit
Brittany	Lambert	Multiple Subject Teaching Credential
Matthew	Linton	Administrative Services Credential

Matthew	Linton	Single Subject Teaching Credential
Diana	Lopez	Multiple Subject Teaching Credential
Christina	Morales	Speech-Language Pathology Services Credential
Cesar	Plascencia	Single Subject Teaching Credential
Cynthia	Rose	Multiple Subject Teaching Credential
Isela	Russell	Multiple Subject Teaching Credential
Gabriela	Sandoval	Multiple Subject Teaching Credential
William	Stone	Career Technical Education Teaching Credential
Brittany	Wells	Child Development Associate Teacher Permit

Expiration Date: 2029

Andrew	Alvidrez	Administrative Services Credential
Andrew	Alvidrez	Single Subject Teaching Credential
Eric	Aranda	Multiple Subject Teaching Credential
Rachele	Azziz	Administrative Services Credential
Rachele	Azziz	Single Subject Teaching Credential
Alison	Baistrocchi	School Nurse Services Credential
Corina	Balderama	Multiple Subject Teaching Credential
Elizabeth	Ball	Multiple Subject Teaching Credential
Maria	Baro	Single Subject Teaching Credential
John	Beck	Single Subject Teaching Credential
Catherine	Beery	Single Subject Teaching Credential
Carrie	Bernal	Education Specialist Instruction Credential
Carolyn	Betz	Single Subject Teaching Credential
Eliesa	Bollinger	Standard Secondary Teaching Credential
Nicole	Brady	Multiple Subject Teaching Credential
Crystal	Buchan	Pupil Personnel Services Credential
George	Cadiente	Single Subject Teaching Credential
Lance	Campa	Single Subject Teaching Credential
Bill	Carlsen	Multiple Subject Teaching Credential
Maria	Cisneros	Single Subject Teaching Credential
Michael	Conway	Single Subject Teaching Credential
Elizabeth	Corry	Single Subject Teaching Credential
Cheri	Craft	Multiple Subject Teaching Credential
Tiffany	Crane	Administrative Services Credential
Tiffany	Crane	Multiple Subject Teaching Credential
Leslie	Davison	Multiple Subject Teaching Credential
Skylar	Dominguez	Multiple Subject Teaching Credential
Amy	Donnell	Multiple Subject Teaching Credential
Sean	Donnell	Single Subject Teaching Credential
Nicole	Doty	Education Specialist Instruction Credential
Theana	Earls	Multiple Subject Teaching Credential
Cindy	Echeverria	Single Subject Teaching Credential
Cindy	Echeverria	Multiple Subject Teaching Credential

Adriana	Espinosa	Child Development Assistant Permit
Brendan	Fereday	Single Subject Teaching Credential
Kenneth	Fredrickson	Single Subject Teaching Credential
Elaine	Furst	Multiple Subject Teaching Credential
Elaine	Furst	Specialist Instruction Credential in Special Education
Gregory	Gandolfo	Single Subject Teaching Credential
Tamara	Gillen	Education Specialist Instruction Credential
Berenize	Gomez	Child Development Assistant Permit
Eduardo	Gonzales	Career Technical Education Teaching Credential
Sheridan	Gonzalez	Multiple Subject Teaching Credential
Twyla	Grier	Multiple Subject Teaching Credential
Twyla	Grier	Specialist Instruction Credential in Special Education
Andrea	Groppetti	Education Specialist Instruction Credential
Allison	Grupe	Multiple Subject Teaching Credential
Laura	Harbold	Multiple Subject Teaching Credential
Nicole	Henry	Multiple Subject Teaching Credential
Jack	Hobbs	Single Subject Teaching Credential
Jack	Hobbs	Multiple Subject Teaching Credential
Julie	Horton	Multiple Subject Teaching Credential
Rachel	Itzstein	Single Subject Teaching Credential
Monica	Jaurez	Multiple Subject Teaching Credential
Jenny	Johansen	Education Specialist Instruction Credential
Molly	Johnston	Administrative Services Credential
Molly	Johnston	Multiple Subject Teaching Credential
Shyla	Jones	Child Development Program Director Permit
Julie	Kluss	Multiple Subject Teaching Credential
Michael	Kon	Administrative Services Credential
Michael	Kon	Single Subject Teaching Credential
Michael	Kon	Multiple Subject Teaching Credential
Edie	Lanphar	Multiple Subject Teaching Credential
Maria	Lara	Multiple Subject Teaching Credential
Cheryl	Lee	Single Subject Teaching Credential
Beverly	Lent	Child Development Site Supervisor Permit
Bridget	Lewin	Single Subject Teaching Credential
Tania	Litwiler	Administrative Services Credential
Tania	Litwiler	Single Subject Teaching Credential
Summer	Long	Multiple Subject Teaching Credential
Alexandra	Maliniak	Multiple Subject Teaching Credential
Brian	Martin	Multiple Subject Teaching Credential
Paul	McGarry	Multiple Subject Teaching Credential
Madaline	McGrath	Multiple Subject Teaching Credential
Kathleen	McInerney	Administrative Services Credential
Kathleen	McInerney	Multiple Subject Teaching Credential
Mayra	Mendoza	Multiple Subject Teaching Credential
Joan	Merrill	Career Technical Education Teaching Credential
Sarah	Metz	Multiple Subject Teaching Credential

Janet	Meyers	Multiple Subject Teaching Credential
Ariana	Morales	Child Development Associate Teacher Permit
Jessica	Morgan	Multiple Subject Teaching Credential
Jose	Olvera	Single Subject Teaching Credential
Anna-liza	Pacaoan	School Nurse Services Credential
Gabrielle	Pacheco	Child Development Teacher Permit
Jennifer	Rasmussen	Single Subject Teaching Credential
Jennifer	Rasmussen	Multiple Subject Teaching Credential
Alison	Riede	Single Subject Teaching Credential
Alison	Riede	Multiple Subject Teaching Credential
Donald	Robertson	Multiple Subject Teaching Credential
Nicole	Schneider	Multiple Subject Teaching Credential
Nicole	Schneider	Specialist Instruction Credential (Reading)
Kyung Dae	Sim	Career Technical Education Teaching Credential
Stephen	Stefanini	Single Subject Teaching Credential
Julie	Steyer	Single Subject Teaching Credential
Alexandra	Tashma	Multiple Subject Teaching Credential
Lauren	Thal	Multiple Subject Teaching Credential
Nathaniel	Thompson	Single Subject Teaching Credential
Anne-Marie	Valdivia	Single Subject Teaching Credential
Sarah	Van Lant	Multiple Subject Teaching Credential
Ronald	Van Sant	Pupil Personnel Services Credential
Elizabeth	Verdugo	Single Subject Teaching Credential
Elizabeth	Verdugo	Multiple Subject Teaching Credential
Nicole	Wallingford	Multiple Subject Teaching Credential
Joseph	Warrick	Single Subject Teaching Credential
Sarah	Watkins	Single Subject Teaching Credential
Sarah	Watkins	Multiple Subject Teaching Credential
Linda	Wilson	Multiple Subject Teaching Credential
Andrea	Wulfestieg	Multiple Subject Teaching Credential
Dan	Yokubaitis	Single Subject Teaching Credential
Martha	Zepeda	Child Development Teacher Permit
Nora	Zwehl	Multiple Subject Teaching Credential

Certificates of Competence

Bill	Carlsen	Certificate of Completion of Staff Development
Ayryan	Dickinson	Crosscultural, Language and Academic Development Certificate
Elaine	Furst	Educator Authorization
Kristen	Krohnfeldt	Crosscultural, Language and Academic Development Certificate

Waivers

Stephanie	Chavez	Bilingual, Crosscultural, Language, & Academic Devel Cert
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Name **Type of Credential / Permit**

Temporary County Certificates

Ana Lee	Conde	Short-Term Staff Permit
Crystal	Dolan	Short-Term Staff Permit
Alyssia	Dutton	Short-Term Staff Permit
Wendy	Marin	Specialist Teaching Permit in Early Childhood Education
Lynette	Martin	Administrative Services Credential
Shannon	Mascarenhas	Multiple Subject Teaching Credential
Luz	Mendoza	Child Development Associate Teacher Permit
Judith	Papineau	Substitute Teaching Permit for Prospective Teachers
Meagan	Patton	Single Subject Teaching Credential
Anastasia	Sosa	Administrative Services Credential
Kelsy	Watkins	Multiple Subject Teaching Credential



SANTA BARBARA
County Education Office
Susan C. Salcido, Superintendent

4400 Cathedral Oaks Road
P.O. Box 6307
Santa Barbara, California 93160-6307
(805) 964-4711 • FAX: (805) 964-4712

CENTRAL OFFICE CALENDAR

July 1, 2024 through June 30, 2025

		S	M	T	W	T	F	S
4 Independence Day	JULY		1	2	3	4	5	6
		7	8	9	10	11	12	13
		14	15	16	17	18	19	20
		21	22	23	24	25	26	27
		28	29	30	31			
	22							
	AUG					1	2	3
		4	5	6	7	8	9	10
		11	12	13	14	15	16	17
		18	19	20	21	22	23	24
		25	26	27	28	29	30	31
	22							
2 Labor Day	SEPT	1	2	3	4	5	6	7
		8	9	10	11	12	13	14
		15	16	17	18	19	20	21
		22	23	24	25	26	27	28
		29	30					
	20							
	OCT			1	2	3	4	5
		6	7	8	9	10	11	12
		13	14	15	16	17	18	19
		20	21	22	23	24	25	26
		27	28	29	30	31		
	23							
11 Veterans Day 28 Thanksgiving Day 29 Board Declared Holiday	NOV						1	2
		3	4	5	6	7	8	9
		10	11	12	13	14	15	16
		17	18	19	20	21	22	23
		24	25	26	27	28	29	30
	19							
23 Board Declared Holiday <i>(in lieu of Admission Day)</i> 24 Board Declared Holiday 25 Christmas Day 31 Board Declared Holiday	DEC	1	2	3	4	5	6	7
		8	9	10	11	12	13	14
		15	16	17	18	19	20	21
		22	23	24	25	26	27	28
		29	30	31				
	21							

127 (includes Board Declared Holidays)

■ Legal Holiday

○ Board Declared Holiday

S	M	T	W	T	F	S		
			1	2	3	4	JAN	1 New Year's Day 20 Dr. Martin Luther King, Jr. Day
5	6	7	8	9	10	11		
12	13	14	15	16	17	18		
19	20	21	22	23	24	25		
26	27	28	29	30	31			21
						1	FEB	14 Lincoln Day (Observed) 17 Presidents' Day
2	3	4	5	6	7	8		
9	10	11	12	13	14	15		
16	17	18	19	20	21	22		
23	24	25	26	27	28			18
						1	MAR	
2	3	4	5	6	7	8		
9	10	11	12	13	14	15		
16	17	18	19	20	21	22		
23	24	25	26	27	28	29		21
30	31							
						1	APR	
6	7	8	9	10	11	12		
13	14	15	16	17	18	19		
20	21	22	23	24	25	26		
27	28	29	30					22
						1	MAY	26 Memorial Day
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30	31		21
						1	JUNE	19 Juneteenth
8	9	10	11	12	13	14		
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30							20

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Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307
Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

Santa Barbara County Board of Education
Recommended Approval for Acceptance of Donations
March 14, 2024

Transitional Youth Services

- Twenty-eight (28) new coats, valued at \$383.63, for the winter coat drive to benefit homeless children and youth throughout Santa Barbara County, from Albert Cristofano



Santa Barbara County Education Office

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Susan C. Salcido, Superintendent of Schools

Santa Barbara County Board of Education
Recommended Approval for Declaration of Surplus
March 14, 2024

Information Technology Services

- SB 20831 Dell OptiPlex 7070 Computer

The value of items listed above does not exceed \$25,000.

Action Items



STUDENTS

NEW

BOARD POLICY – PARENT/GUARDIAN NOTIFICATIONS

BP 5145.6

The County Board of Education (County Board) and the County Superintendent of Schools (County Superintendent) desire to promote effective communication between the SBCEO county-operated programs and the home and to keep parents/guardians informed regarding educational programs, school operations, and the legal rights of students and their parents/guardians. The County Superintendent or designee shall send parents/guardians all notifications required by law and any other notifications the County Superintendent or designee believes will promote parental understanding and involvement.

Notice of the rights and responsibilities of parents/guardians as specified in Education Code 48980 shall be sent at the beginning of each academic year and may be provided by regular mail, in electronic form when so requested by the parent/guardian, or by any other method normally used by the district for written communication with parents/guardians. (Education Code 48981)

No activity specified in Education Code 48980 shall be undertaken with respect to any particular student unless the student's parent/guardian has been informed of such action through the annual notification or other separate special notification. Such notice shall state the activity that will be undertaken and the approximate date on which the activity will occur. (Education Code 48983-48984)

The annual notification shall include a request that the parent/guardian sign the notice and return it to the school or, if the notice is provided in electronic format, that the parent/guardian submit a signed acknowledgment of receipt of the notice to the school. The parent/guardian's signature is an acknowledgment of receipt of the information but does not indicate that consent to participate in any particular program has been given or withheld. (Education Code 48982)

Whenever a student enrolls in a SBCEO county-operated program during the school year, the student's parents/guardians shall be given all required parental notifications at that time.

Notifications shall be presented in an understandable and uniform format and, to the extent practicable, in a language that parents/guardians can understand.

Upon request, the SBCEO shall provide notifications to qualified individuals with disabilities in alternative formats, such as braille, large front, or audio recordings, to enable such individuals to effectively participate in any program, service, or activity, as required by law.

Whenever 15 percent or more of the students enrolled in SBCEO programs speak a single primary language other than English, as determined from the California Department of Education census data collected pursuant to Education Code 52164, all notices sent to the parent/guardian of any such student shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language. (Education Code 48981, 48985)

Whenever an employee learns that a student's parent/guardian is unable to understand the program's printed notifications for any reason, the employee shall inform the SBCEO Program Manager, who shall work with the parent/guardian to establish other appropriate means of communication.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Federal	Description
20 USC 1415	Procedural safeguards
20 USC 6318	Parent and family engagement
20 USC 7908	Armed forces recruiter access to students
34 CFR 104.32	District responsibility to provide free appropriate public education
34 CFR 104.36	Procedural safeguards
34 CFR 104.8	Notice
34 CFR 200.48	Teacher qualifications
34 CFR 300.300	Parent consent for special education evaluation
34 CFR 300.322	Parent participation in IEP team meetings
34 CFR 300.502	Independent educational evaluation of student with disability
34 CFR 300.503	Prior written notice regarding identification, evaluation, or placement of student with disability
34 CFR 300.504	Procedural safeguards notice for students with disabilities
34 CFR 300.508	Due process complaint
34 CFR 300.530	Discipline procedures
34 CFR 99.30	Disclosure of personally identifiable information
34 CFR 99.34	Student records, disclosure to other educational agencies
34 CFR 99.37	Disclosure of directory information
34 CFR 99.7	Student records, annual notification
40 CFR 763.84	Asbestos inspections, response actions and post-response actions
40 CFR 763.93	Asbestos management plans
42 USC 1758	Child nutrition programs
7 CFR 245.5	Eligibility criteria for free and reduced-price meals
7 CFR 245.6a	Verification of eligibility for free and reduced-price meals

Management Resources

	Description
U.S. Department of Agriculture Publication	Unpaid Meal Charges: Guidance and Q&A, SP 23-2017, March 2017
U.S. Department of Agriculture Publication	Civil Rights Compliance and Enforcement -- Nutrition Programs and Services, FNS Instruction 113-1, 2005

State	Description
17 CCR 2950-2951	Hearing tests
17 CCR 6000-6075	School attendance immunization requirements
5 CCR 11303	Reclassification of English learners
5 CCR 11511.5	English language proficiency assessment; test results
5 CCR 11523	Notice of proficiency examinations
5 CCR 18066	Child care policies regarding excused and unexcused absences
5 CCR 18094-18095	Notice of Action; child care services
5 CCR 18114	Notice of delinquent fees; child care services
5 CCR 18118-18119	Notice of Action; child care services
5 CCR 3052	Behavioral intervention
5 CCR 4622	Uniform complaint procedures
5 CCR 4631	Uniform complaint procedures; notification of decision and right to appeal
5 CCR 4702	Student transfer from school identified under Open Enrollment Act
5 CCR 4917	Notification of sexual harassment policy
5 CCR 852	Exemptions from state assessments
5 CCR 863	Reports of state assessment results
Civ. Code 1798.29	District records, specifically - breach of security
Ed. Code 17288	Building standards for university campuses
Ed. Code 17611.5-17612	Notification of pesticide use
Ed. Code 221.5	Equal opportunity
Ed. Code 231.5	Sexual harassment policy
Ed. Code 262.3	Appeals for discrimination complaints; information regarding availability of civil remedies
Ed. Code 310	Language acquisition programs
Ed. Code 313	Reclassification of English learners, parental consultation
Ed. Code 313.2	Long-term English learner, notification
Ed. Code 32221.5	Insurance for athletic team members
Ed. Code 32255-32255.6	Student's right to refrain from harmful or destructive use of animals
Ed. Code 32390	Voluntary program for fingerprinting students
Ed. Code 33479.3	The Eric Paredes Sudden Cardiac Arrest Prevention Act
Ed. Code 35160.5	Extracurricular and cocurricular activities
Ed. Code 35178.4	Notice of accreditation status
Ed. Code 35182.5	Advertising in the classroom
Ed. Code 35183	School dress code; uniforms
Ed. Code 35186	Complaints concerning deficiencies in instructional materials and facilities
Ed. Code 35211	Driver training; district insurance, parent/guardian liability
Ed. Code 35256	School Accountability Report Card
Ed. Code 35258	School Accountability Report Card
Ed. Code 35291	Rules for student discipline
Ed. Code 37616	Consultation regarding year-round schedule
Ed. Code 39831.5	School bus rider rules and information
Ed. Code 440	English language proficiency assessment; instruction in English language development
Ed. Code 44050	Employee codes of conduct, employee interactions with students
Ed. Code 44808.5	Permission to leave school grounds
Ed. Code 46010.1	Notice regarding excuse to obtain confidential medical services
Ed. Code 46014	Regulations regarding absences for religious purposes
Ed. Code 46600-46611	Interdistrict attendance agreements
Ed. Code 48000	Minimum age of admission
Ed. Code 48070.5	Promotion and retention of students
Ed. Code 48205	Absence for personal reasons
Ed. Code 48206.3	Students with temporary disabilities; individual instruction; definitions

Ed. Code 48207-48208	Students with temporary disabilities in hospitals
Ed. Code 48213	Prior notice of exclusion from attendance
Ed. Code 48216	Immunization
Ed. Code 48260.5	Notice regarding truancy
Ed. Code 48262	Need for parent conference regarding truancy
Ed. Code 48263	Referral to school attendance review board or probation department
Ed. Code 48301	Interdistrict transfers
Ed. Code 48350-48361	Open Enrollment Act
Ed. Code 48354	Option to transfer from school identified under Open Enrollment Act
Ed. Code 48357	Status of application for transfer from school identified under Open Enrollment Act
Ed. Code 48412	Certificate of proficiency
Ed. Code 48432.3	Voluntary enrollment in continuation education
Ed. Code 48432.5	Involuntary transfers of students
Ed. Code 48850	Academic achievement of students in foster care and homeless children
Ed. Code 48900.1	Parental attendance required after suspension
Ed. Code 48904	Liability of parent/guardian for willful student misconduct
Ed. Code 48904.3	Withholding grades, diplomas, or transcripts
Ed. Code 48906	Notification of release of student to peace officer
Ed. Code 48911	Notification in case of suspension
Ed. Code 48911.1	Assignment to supervised suspension classroom
Ed. Code 48912	Closed sessions; consideration of suspension
Ed. Code 48915.1	Expelled students; enrollment in another district
Ed. Code 48916	Readmission procedures
Ed. Code 48918	Rules governing expulsion procedures
Ed. Code 48929	Transfer of student convicted of violent felony or misdemeanor
Ed. Code 48980.3	Notification of pesticides
Ed. Code 48981	Time and means of notification
Ed. Code 48982	Parent signature acknowledging receipt of notice
Ed. Code 48983	Contents of notice
Ed. Code 48984	Activities prohibited unless notice given
Ed. Code 48987	Child abuse information
Ed. Code 49013	Use of uniform complaint procedures for complaints regarding student fees
Ed. Code 49063	Notification of parental rights
Ed. Code 49067	Student evaluation; student in danger of failing course
Ed. Code 49068	Transfer of permanent enrollment and scholarship record
Ed. Code 49069	Absolute right to access
Ed. Code 49073.6	Student records; social media
Ed. Code 49076	Access to student records
Ed. Code 49077	Access to information concerning a student in compliance with court order
Ed. Code 49403	Cooperation in control of communicable disease and immunizations
Ed. Code 49423	Administration of prescribed medication for student
Ed. Code 49451	Physical examinations: parent's refusal to consent
Ed. Code 49452.5	Screening for scoliosis
Ed. Code 49452.7	Information on type 2 diabetes
Ed. Code 49452.8	Oral health assessment
Ed. Code 49456	Results of vision or hearing test
Ed. Code 49471-49472	Insurance
Ed. Code 49480	Continuing medication regimen for nonepisodic conditions

Ed. Code 49510-49520	Duffy-Moscone Family Nutrition Education and Services Act of 1970
Ed. Code 49557.5	Child Hunger Prevention and Fair Treatment Act of 2017; notice of negative balance in meal account
Ed. Code 51225.1	Exemption from district graduation requirements
Ed. Code 51225.2	Course credits; foster youth, homeless youth, former juvenile court school students and military-connected students
Ed. Code 51229	Course of study for grades 7-12
Ed. Code 51513	Personal beliefs; privacy
Ed. Code 51938	HIV/AIDS and sexual health instruction
Ed. Code 52164	Language census
Ed. Code 52164.1	Census-taking methods; determination of primary language; assessment of language skills
Ed. Code 52164.3	Reassessment of English learners; notification of results
Ed. Code 54444.2	Migrant education programs; parent involvement
Ed. Code 56301	Child-find system; policies regarding written notification rights
Ed. Code 56321	Special education: proposed assessment plan
Ed. Code 56321.5-56321.6	Notice of parent rights pertaining to special education
Ed. Code 56329	Written notice of right to findings; independent assessment
Ed. Code 56341.1	Development of individualized education program; right to audio record meeting
Ed. Code 56341.5	Individualized education program team meetings
Ed. Code 56343.5	Individualized education program meetings
Ed. Code 56521.1	Behavioral intervention
Ed. Code 58501	Alternative schools; notice required prior to establishment
Ed. Code 60615	Exemption from state assessment
Ed. Code 60641	California Assessment of Student Performance and Progress
Ed. Code 69432.9	Submission of grade point average to Cal Grant program
Ed. Code 8483	Before/after school program; enrollment priorities
H&S Code 104420	Tobacco use prevention
H&S Code 104855	Availability of topical fluoride treatment
H&S Code 116277	Lead testing of school drinking water
H&S Code 120365-120375	Immunizations
H&S Code 120440	Sharing immunization information
H&S Code 124100-124105	Health screening and immunizations
H&S Code 1596.857	Right to enter child care facility
Pen. Code 626.81	Notice of permission granted to sex offender to volunteer on campus

APPROVED BY COUNTY BOARD:



NEW

BYLAWS

BOARD POLICY – PUBLIC STATEMENTS AND BOARD ENDORSEMENTS BP 9010

The County Board of Education recognizes the responsibility of County Board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the Santa Barbara County Education Office (SBCEO), and their right to freely express their personal views. However, to ensure communication of a consistent, unified message regarding SBCEO issues, County Board members are expected to respect the authority of the County Board to choose its spokesperson to communicate its positions and to abide by established protocols.

All public statements authorized to be made on behalf of the County Board shall be made by the County Board president or, if appropriate, by the County Superintendent of Schools or other designated spokesperson.

When speaking for the County Board, the spokesperson is encouraged to exercise restraint and tact and to communicate the message in a manner that promotes public confidence in the County Board's leadership.

When making public statements County Board members shall not disclose confidential information or information received in closed session except when authorized by a majority of the County Board. (Government Code 54963)

When speaking to community groups, members of the public, or the media, individual County Board members should recognize that their statements may be perceived as reflecting the views and positions of the County Board. County Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the County Board.

In addition, Board members who participate on social networking sites, blogs, or other discussion or informational sites are encouraged to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for SBCEO students and the community. Such electronic communications are subject to the same standards and protocols established for other forms of communication, and the disclosure requirements of the California Public Records Act may likewise apply to them.

Requests for Board Endorsements

The County Board is asked occasionally to take a position or adopt resolutions in favor or against policy initiatives such as local or state propositions. Generally, the County Board believes that taking a position on matters outside the scope of its jurisdiction is inadvisable and will not place these items on its agenda.

Policy Reference Disclaimer:

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Management Resources

Website
Website

Description

[CSBA](#)
[California County Boards of Education](#)

State

Gov. Code 54960
Gov. Code 54963
Gov. Code 7920.000-7930.170

Description

Actions to stop or prevent violation of meeting provisions
Confidential information in closed session
California Public Records Act

APPROVED BY COUNTY BOARD:



NEW

BYLAWS

BOARD POLICY – DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION

BP 9011

The County Board of Education recognizes the importance of maintaining the confidentiality of information acquired as part of a County Board member's official duties. Confidential information shall be released only to the extent authorized by law.

Disclosure of Closed Session Information

A County Board member shall not disclose confidential information acquired during a closed session of a board meeting to a person not entitled to receive such information, unless a majority of the County Board has authorized its disclosure. (Government Code 54963)

For these purposes, confidential information means a communication made in a closed session that is specifically related to the basis for the County Board to meet lawfully in closed session. (Government Code 54963)

The County Board shall not take any action against any person for disclosing confidential information, nor shall the disclosure be considered a violation of the law or County Board policy, when the person is: (Government Code 54963)

1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a County Board action that has been the subject of deliberation during a closed session
2. Expressing an opinion concerning the propriety or legality of County Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action
3. Disclosing information that is not confidential

Other Disclosures

A County Board member shall not disclose, for pecuniary gain, confidential information acquired in the course of his/her official duties. Such a disclosure may result in criminal prosecution. For these purposes, confidential information also includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the County Board member. (Government Code 1098)

Disclosures made to law enforcement officials when reporting improper governmental activities are excepted from this prohibition. (Government Code 1098)

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Management Resources

Attorney General Opinion
CSBA Publication

Website

Description

80 Ops.Cal.Atty.Gen. 231 (1997)
Professional Governance Standards for County Boards, October 2014

[CSBA](#)

State

Ed. Code 35146
Evid. Code 1040
Gov. Code 1098
Gov. Code 54950-54963
Gov. Code 54956.8
Gov. Code 54956.9
Gov. Code 54957.5
Gov. Code 54957.7
Gov. Code 54963
Gov. Code 7920.000-7930.170

Description

Closed session
Privilege for official information
Public officials and employees re confidential information
[The Ralph M. Brown Act](#)
Open meeting laws
Closed meeting for pending litigation
Public records
Reasons for closed session
Confidential information in closed session
California Public Records Act

APPROVED BY COUNTY BOARD:



BYLAWS

REVISED – MARKED COPY

BOARD POLICY – ORGANIZATION

BP 9100

~~The County Board of Education shall meet at 2:00 pm on the second Friday in December of each year for the purpose of organizing the Board for the year. At its annual organizational meeting the Board shall elect from its members a President and Vice President. Each of these officers shall be elected for a one-year term and may succeed himself/herself in that office for one additional term.~~

The County Board of Education shall hold an annual organizational meeting, which shall be the first meeting on or after the second Friday in December. (Education Code 1009)

At the organizational meeting, the County Board shall:

1. Elect a president and, as applicable, other officers from its members through a process that shall not involve voting by secret ballot or the mail ballot
2. Announce the County Superintendent of Schools as secretary and executive officer of the County Board
3. Authorize signatures
4. Develop a schedule of regular meetings for the year
5. Develop a County Board calendar for the year stating the time when important governance matters will be addressed
6. Designate County Board members to serve on County Board standing committees and, as appropriate, to represent the County Board on interagency committees of which the County Board is a member or to which the County Board is invited to participate

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Management Resources

Attorney General Opinion
Website
Website
Website

Description

68 Ops.Cal.Atty.Gen. 65 (1985)
[CSBA District and County Office of Education Legal Services](#)
[CSBA](#)
[California County Boards of Education](#)

State	Description
Ed. Code 1007	Elections
Ed. Code 1009	Annual organizational meeting; date and notice
Ed. Code 1010	County Superintendent- ex-officio secretary and executive officer
Ed. Code 1011	Regular meetings
Gov. Code 54950-54963	<u>The Ralph M. Brown Act</u>

ADOPTED BY COUNTY BOARD: July 3, 1975
 REVISED: April 3, 1980, April 7, 1994, December 13, 2019



BYLAWS

REVISED – CLEAN COPY

BOARD POLICY – ORGANIZATION

BP 9100

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Management Resources

Attorney General Opinion
Website
Website
Website

Description

68 Ops.Cal.Atty.Gen. 65 (1985)
[CSBA District and County Office of Education Legal Services](#)
[CSBA](#)
[California County Boards of Education](#)

State

Ed. Code 1007
Ed. Code 1009
Ed. Code 1010

Ed. Code 1011

Description

Elections
Annual organizational meeting; date and notice
County Superintendent- ex-officio secretary and executive officer
Regular meetings

Gov. Code 54950-54963

[The Ralph M. Brown Act](#)

ADOPTED BY COUNTY BOARD: July 3, 1975

REVISED: April 3, 1980, April 7, 1994, December 13, 2019



BYLAWS

REVISED – MARKED COPY

BOARD POLICY – BOARD COMMITTEES

BP 9130

~~Standing committees of the County Board of Education shall consist of, but not be limited to, the following:~~

~~Budget
Salary
Community Relations
Organization and Development
Board Policies and Procedures
Legal~~

~~Standing committees shall be composed of three board members. Members of the committee and the committee chairperson shall be appointed by the Board President.~~

The County Board of Education may establish Board committees on matters whenever it determines that such a committee is within its jurisdiction and would benefit the Santa Barbara County Education Office (SBCEO). The County Board shall define the duties, responsibilities, authority, and term of a committee at the time of the committee's establishment. Unless specifically authorized by the County Board to act on its behalf, such committees shall act in an advisory capacity only.

The County Board president shall appoint all committees with County Board approval.

Whenever so charged, County Board committees may actively seek input and participation by parents/guardians, staff, community, and students and may consult with local public boards and agencies.

At the request of the County Board, the County Superintendent of Schools may serve and/or designate or nominate any SBCEO staff member to serve as an advisor to or as a non-voting member of a County Board committee.

Committee Meetings

County Board committees, other than advisory committees with less than a majority of Board members as discussed below, shall provide public notice of their meetings and conduct these meetings in accordance with state open meeting laws. An agenda of any such committee meeting shall be posted not less than 24 hours prior to the meeting. Meetings of advisory committees or standing committees for which an agenda is posted at least 72 hours in advance of the meeting shall be considered as regular meetings of the committee for purposes of the Brown Act. (Government Code 54954)

Standing committees with continuing subject matter jurisdiction include, but are not limited to, those which at the County Board's request are responsible for providing advice on finance, policy, governmental relations, curriculum development, and program evaluation. An ad hoc committee formed for a limited term and charged with accomplishing a specific task in a short period of time is not a standing committee. Advisory committees composed solely of less than a quorum of the members of the County Board are not subject to open meeting laws unless they are standing committees that have a continuing subject matter jurisdiction or a meeting schedule established by the County Board. (Government Code 54952)

When a majority of the members of the County Board attend an open and noticed meeting of a standing committee, the County Board members who are not members of the standing committee shall attend only as observers. (Government Code 54952.2)

Committee Reports and Recommendations

County Board committees shall report their activities and/or recommendations to the County Board at an open meeting of the County Board, except in matters on which a closed session is required or allowed by law.

When an item has already been considered at a public meeting by a County Board committee composed exclusively of County Board members, and the meeting provided for public comment on the item before or during the committee's consideration of the item, the County Board may or may not provide for additional public comment on the item at a subsequent County Board meeting. Public comment shall be afforded, however, if the County Board determines that the item has been substantially changed since it was heard by the committee. (Government Code 54954.3)

Ad Hoc Committees

Ad hoc committees shall be selected to study issues as needs arise. Ad hoc committees shall be composed of three board members. Members of the committee and the chairperson shall be appointed by the Board President.

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Management Resources

Attorney General Opinion
Attorney General Opinion
Attorney General Opinion
Website
Website

Description

81 Ops.Cal.Atty.Gen. 156 (1998)
80 Ops.Cal.Atty.Gen. 308 (1997)
79 Ops.Cal.Atty.Gen. 69 (1996)
CSBA
California County Boards of Education

State

Ed. Code 1040
Ed. Code 1042
Gov. Code 54952
Gov. Code 54952.2
Gov. Code 54954
Gov. Code 54954.3
Gov. Code 54956
Gov. Code 54956.5

Description

Duties and responsibilities; county boards of education
County boards; authority
Legislative body; definition
Meeting defined
Time and place of regular meetings
Opportunity for public to address legislative body
Special meetings
Emergency meetings

ADOPTED BY COUNTY BOARD: April 3, 1980
REVISED: September 5, 1991, April 7, 1994



BOARD POLICY – BOARD COMMITTEES

BP 9130

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Management Resources

Attorney General Opinion
Attorney General Opinion
Attorney General Opinion
Website
Website

Description

81 Ops.Cal.Atty.Gen. 156 (1998)
80 Ops.Cal.Atty.Gen. 308 (1997)
79 Ops.Cal.Atty.Gen. 69 (1996)
CSBA
California County Boards of Education

State

Ed. Code 1040
Ed. Code 1042
Gov. Code 54952
Gov. Code 54952.2
Gov. Code 54954
Gov. Code 54954.3
Gov. Code 54956
Gov. Code 54956.5

Description

Duties and responsibilities; county boards of education
County boards; authority
Legislative body; definition
Meeting defined
Time and place of regular meetings
Opportunity for public to address legislative body
Special meetings
Emergency meetings

ADOPTED BY COUNTY BOARD: April 3, 1980

REVISED: September 5, 1991, April 7, 1994



NEW

BYLAWS

BOARD POLICY – LIMITS OF BOARD MEMBER AUTHORITY

BP 9200

The County Board of Education recognizes that it has authority only as a unit and that a County Board member has no individual authority. County Board members shall hold the education of students above any partisan principle, group interest, or personal interest.

Unless agreed to by the County Board as a whole, individual members of the County Board shall not exercise any authority with respect to any matter within the jurisdiction of the County Board. In appropriate circumstances individual County Board members may independently submit requests for information to the secretary of the County Board.

Individual County Board members do not have the authority to resolve complaints. Any County Board member approached directly by a person with a complaint should refer the complainant to the County Superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate process. For the purpose of requesting information, County Board members shall also refer County Board-related correspondence to the president and the secretary of the County Board for dissemination to the rest of the County Board or placement on the agenda, as appropriate.

A County Board member whose child is attending a school within the jurisdiction of the Santa Barbara County Education Office (SBCEO) should be aware of his/her role as a County Board member when interacting with SBCEO employees about his/her child. The County Board member should inform the County Superintendent before volunteering in his/her child's classroom.

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Management Resources

California County Boards of Education
Publication
CSBA Publication

Website
Website

Description

County Board Member Handbook: A Guide to Effective Governance, 2015
Professional Governance Standards for County Boards,
October 2014

[CSBA](#)
[California County Boards of Education](#)

State

Ed. Code 1040-1042
Ed. Code 200-262.4
Ed. Code 35160-35184
Ed. Code 51101

Description

Duties and responsibilities of County Boards
Prohibition of discrimination
Powers and duties
Rights of parents/guardians

Gov. Code 54950-54963
Gov. Code 54952.1
Gov. Code 54952.7

[The Ralph M. Brown Act](#)
Member of a legislative body of a local agency
Copies of chapter to members of legislative body

APPROVED BY COUNTY BOARD:



BYLAWS

REVISED – MARKED COPY

BOARD POLICY – GOVERNING BOARD ELECTIONS

BP 9220

~~Members shall serve for terms of four (4) years. Terms shall be staggered so that members are elected at successive biennial elections, four at one election and three at the next.~~

~~Members shall take office on the second Friday of December subsequent to their election in November. Members will normally receive the oath of office at the first meeting in December.~~

The County Board of Education shall consist of seven (7) members whose terms shall be staggered so that, as nearly as practicable, one half of the members shall be elected at each regular County Board election. (Education Code 1000, 1007)

Board Member Qualifications

Other than the County Superintendent of Schools, a member of the Santa Barbara County Education Office (SBCEO) staff, or an employee of a school district that is within the jurisdiction of the County Board, any registered voter is eligible to be a member of the County Board if that person is an elector of the trustee area to be represented and is not legally disqualified from holding civil office. (Education Code 1000, 1006)

Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or to be elected as a County Board member unless granted a pardon in accordance with law. (Elections Code 20)

The County Board encourages all candidates to become knowledgeable about the role of the County Board. When available, candidates shall be provided information about the responsibilities and expectations of being a County Board member, information regarding available workshops, seminars, and/or training, the county election official's contact information, and general information about school programs, SBCEO operations, and County Board responsibilities.

Recalling a Board Member

A County Board member may be recalled as permitted by Elections Code 11000. Proponents of a recall are required to serve, file, and publish or post a notice of intention to circulate the recall petition and to comply with other applicable law and formalities and

county elections official directives. The petition, pursuant to Elections Code 11041, is required to be in the format provided by the Secretary of State and to include an estimate of the cost of conducting the special election, as determined by the county elections official, in consultation with the district.

Within 14 days after the County Board meeting at which a certificate of sufficiency of signatures on a recall petition is received from the county elections official, the County Board shall order an election to be held to determine whether the County Board member named in the petition shall be recalled. The election shall be held not less than 88, nor more than 125, days after the date that the Board orders the election. However, the election may be conducted within 180 days after the issuance of the Board's order to consolidate the election with a regularly scheduled election.

Recall elections shall be conducted in accordance with Elections Code 11381-11386.

Election Date

To reduce costs associated with conducting elections, the election of County Board members shall be consolidated with the local municipal or statewide primary or general election in accordance with a County Board resolution approved by the County Board of Supervisors. (Elections Code 1302, 10404.5) In Santa Barbara County, all school board elections, including the County Board's election, are held on the first Tuesday after the first Monday in November of each even-numbered year.

Term of Office

The term of office for County Board members elected in regular elections shall be four years, commencing on the second Friday in December following their election. (Education Code 1007, 5017)

A County Board member whose term has expired shall continue to discharge the duties of the office until a successor has qualified by taking the oath of office. (Government Code 1302, 1360)

Campaign Conduct

All candidates, including current County Board members running as incumbents, shall abide by local, state, and federal requirements regarding campaign donations, funding, and expenditures.

No candidate shall expend or accept any public money for the purpose of seeking elective office, unless the SBCEO has established a dedicated fund for those seeking election to the County Board and such funds are available to all qualified candidates without regard to incumbency or political preference. (Government Code 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the County Board and the SBCEO, the County Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

Statement of Qualifications

On the 125th day prior to the day fixed for the general election, the County Board secretary or designee shall deliver a notice, bearing the secretary's signature and seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the County Board to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the County Board or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

Candidates for the County Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

When the elections official allows for the electronic distribution of candidate statements, a candidate for the County Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

The County Board shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the County Board may require candidates to pay their estimated pro rata share of these costs to the County Board in advance pursuant to Elections Code 13307.

Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the County Board, the County Board shall schedule a runoff election in accordance with law. (Education Code 5016)

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Federal	Description
52 USC 10301-10508	Voting Rights Act

Management Resources

Attorney General Opinion
Attorney General Opinion
Attorney General Opinion
Attorney General Opinion
Attorney General Opinion
Court Decision
Court Decision

Court Decision
Court Decision
CSBA Publication

Website
Website
Website
Website

State

CA Constitution Article 2, Section 2
CA Constitution Article 7, Section 7
CA Constitution Article 7, Section 8
Ed. Code 1006

Ed. Code 35107
Ed. Code 35177
Ed. Code 35239

Ed. Code 5000-5033
Ed. Code 5220-5231
Ed. Code 5300-5304
Ed. Code 5320-5329
Ed. Code 5340-5345
Ed. Code 5360-5363
Ed. Code 5380
Ed. Code 5390
Ed. Code 5420-5426
Ed. Code 5440-5442
Ed. Code 7054
Elec. Code 10010
Elec. Code 10400-10418
Elec. Code 10509
Elec. Code 10600-10604
Elec. Code 11000
Elec. Code 1302
Elec. Code 13307
Elec. Code 13308
Elec. Code 13309
Elec. Code 14025-14032
Elec. Code 14050-14057
Elec. Code 20
Elec. Code 20440
Elec. Code 2201
Elec. Code 4000-4008
Gov. Code 1021

Description

105 Ops.Cal.Atty.Gen. 182 (2022)
85 Ops.Cal.Atty.Gen. 49 (2002)
83 Ops.Cal.Atty.Gen. 181 (2000)
81 Ops.Cal.Atty.Gen. 98 (1998)
69 Ops.Cal.Atty.Gen. 290 (1986)
Sanchez v. City of Modesto, (2006) 145 Cal. App. 4th 660
Rey v. Madera Unified School District, (2012) 203 Cal. App. 4th 1223
Randall v. Sorrell, (2006) 126 S.Ct. 2479
Dusch v. Davis, (1967) 387 U.S. 112
Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections, January 2017
[Institute for Local Government](#)
[Fair Political Practices Commission](#)
[CSBA](#)
[California Secretary of State's Office](#)

Description

[Voters; qualifications](#)
[Conflicting offices](#)
[Disqualification from office](#)
[Prohibition against school district employees serving on county board of education](#)
School district employees
Campaign expenditures or contributions
Compensation of governing board member of districts with less than 70 ADA
Election of school district board members
Elections
General provisions; conduct of elections
Order and call of elections
Consolidation of elections
Election notice
Compensation; election officer
Qualifications of voters
Cost of elections
Miscellaneous provisions
Use of district property; campaign purposes
District boundaries
Consolidation of elections
Notice of election by secretary
School district elections
Recall of officers
Local elections; school district election
Candidate's statement
Candidate's statement contents
Candidate's statement; indigence
California Voting Rights Act
California Voter Participation Rights Act
Public office eligibility
Code of Fair Campaign Practices
Grounds for cancellation
Elections conducted wholly by mail
Conviction of crime

Gov. Code 1097	Illegal participation in public contract
Gov. Code 12940	Unlawful discriminatory employment practices
Gov. Code 1360	Necessity of taking constitutional oath
Gov. Code 1770	Vacancy of office
Gov. Code 81000-91014	Political Reform Act of 1974
Pen. Code 424	Embezzlement and falsification of accounts by public officers
Pen. Code 661	Removal for neglect or violation of official duty
Pen. Code 68	Bribes
Pen. Code 74	Acceptance of gratuity

ADOPTED BY COUNTY BOARD: July 3, 1975

REVISED: August 1, 1991, April 7, 1994, December 13, 2019



BYLAWS

REVISED – CLEAN COPY

BOARD POLICY – GOVERNING BOARD ELECTIONS

BP 9220

The County Board of Education shall consist of seven (7) members whose terms shall be staggered so that, as nearly as practicable, one half of the members shall be elected at each regular County Board election. (Education Code 1000, 1007)

Board Member Qualifications

Other than the County Superintendent of Schools, a member of the Santa Barbara County Education Office (SBCEO) staff, or an employee of a school district that is within the jurisdiction of the County Board, any registered voter is eligible to be a member of the County Board if that person is an elector of the trustee area to be represented and is not legally disqualified from holding civil office. (Education Code 1000, 1006)

Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or to be elected as a County Board member unless granted a pardon in accordance with law. (Elections Code 20)

The County Board encourages all candidates to become knowledgeable about the role of the County Board. When available, candidates shall be provided information about the responsibilities and expectations of being a County Board member, information regarding available workshops, seminars, and/or training, the county election official's contact information, and general information about school programs, SBCEO operations, and County Board responsibilities.

Recalling a Board Member

A County Board member may be recalled as permitted by Elections Code 11000. Proponents of a recall are required to serve, file, and publish or post a notice of intention to circulate the recall petition and to comply with other applicable law and formalities and county elections official directives. The petition, pursuant to Elections Code 11041, is required to be in the format provided by the Secretary of State and to include an estimate of the cost of conducting the special election, as determined by the county elections official, in consultation with the district.

Within 14 days after the County Board meeting at which a certificate of sufficiency of signatures on a recall petition is received from the county elections official, the County Board shall order an election to be held to determine whether the County Board member

named in the petition shall be recalled. The election shall be held not less than 88, nor more than 125, days after the date that the Board orders the election. However, the election may be conducted within 180 days after the issuance of the Board's order to consolidate the election with a regularly scheduled election.

Recall elections shall be conducted in accordance with Elections Code 11381-11386.

Election Date

To reduce costs associated with conducting elections, the election of County Board members shall be consolidated with the local municipal or statewide primary or general election in accordance with a County Board resolution approved by the County Board of Supervisors. (Elections Code 1302, 10404.5) In Santa Barbara County, all school board elections, including the County Board's election, are held on the first Tuesday after the first Monday in November of each even-numbered year.

Term of Office

The term of office for County Board members elected in regular elections shall be four years, commencing on the second Friday in December following their election. (Education Code 1007, 5017)

A County Board member whose term has expired shall continue to discharge the duties of the office until a successor has qualified by taking the oath of office. (Government Code 1302, 1360)

Campaign Conduct

All candidates, including current County Board members running as incumbents, shall abide by local, state, and federal requirements regarding campaign donations, funding, and expenditures.

No candidate shall expend or accept any public money for the purpose of seeking elective office, unless the SBCEO has established a dedicated fund for those seeking election to the County Board and such funds are available to all qualified candidates without regard to incumbency or political preference. (Government Code 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the County Board and the SBCEO, the County Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

Statement of Qualifications

On the 125th day prior to the day fixed for the general election, the County Board

secretary or designee shall deliver a notice, bearing the secretary's signature and seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the County Board to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the County Board or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

Candidates for the County Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

When the elections official allows for the electronic distribution of candidate statements, a candidate for the County Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

The County Board shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the County Board may require candidates to pay their estimated pro rata share of these costs to the County Board in advance pursuant to Elections Code 13307.

Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the County Board, the County Board shall schedule a runoff election in accordance with law. (Education Code 5016)

Policy Reference Disclaimer:

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Federal

52 USC 10301-10508

Description

Voting Rights Act

Management Resources

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Court Decision

Court Decision

Court Decision

Court Decision

Description

105 Ops.Cal.Atty.Gen. 182 (2022)

85 Ops.Cal.Atty.Gen. 49 (2002)

83 Ops.Cal.Atty.Gen. 181 (2000)

81 Ops.Cal.Atty.Gen. 98 (1998)

69 Ops.Cal.Atty.Gen. 290 (1986)

Sanchez v. City of Modesto, (2006) 145 Cal. App. 4th 660

Rey v. Madera Unified School District, (2012) 203 Cal. App. 4th 1223

Randall v. Sorrell, (2006) 126 S.Ct. 2479

Dusch v. Davis, (1967) 387 U.S. 112

CSBA Publication	Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections, January 2017
Website	<u>Institute for Local Government</u>
Website	<u>Fair Political Practices Commission</u>
Website	<u>CSBA</u>
Website	<u>California Secretary of State's Office</u>

State	Description
CA Constitution Article 2, Section 2	<u>Voters; qualifications</u>
CA Constitution Article 7, Section 7	<u>Conflicting offices</u>
CA Constitution Article 7, Section 8	<u>Disqualification from office</u>
Ed. Code 1006	<u>Prohibition against school district employees serving on county board of education</u>
Ed. Code 35107	School district employees
Ed. Code 35177	Campaign expenditures or contributions
Ed. Code 35239	Compensation of governing board member of districts with less than 70 ADA
Ed. Code 5000-5033	Election of school district board members
Ed. Code 5220-5231	Elections
Ed. Code 5300-5304	General provisions; conduct of elections
Ed. Code 5320-5329	Order and call of elections
Ed. Code 5340-5345	Consolidation of elections
Ed. Code 5360-5363	Election notice
Ed. Code 5380	Compensation; election officer
Ed. Code 5390	Qualifications of voters
Ed. Code 5420-5426	Cost of elections
Ed. Code 5440-5442	Miscellaneous provisions
Ed. Code 7054	Use of district property; campaign purposes
Elec. Code 10010	District boundaries
Elec. Code 10400-10418	Consolidation of elections
Elec. Code 10509	Notice of election by secretary
Elec. Code 10600-10604	School district elections
Elec. Code 11000	Recall of officers
Elec. Code 1302	Local elections; school district election
Elec. Code 13307	Candidate's statement
Elec. Code 13308	Candidate's statement contents
Elec. Code 13309	Candidate's statement; indigence
Elec. Code 14025-14032	California Voting Rights Act
Elec. Code 14050-14057	California Voter Participation Rights Act
Elec. Code 20	Public office eligibility
Elec. Code 20440	Code of Fair Campaign Practices
Elec. Code 2201	Grounds for cancellation
Elec. Code 4000-4008	Elections conducted wholly by mail
Gov. Code 1021	Conviction of crime
Gov. Code 1097	Illegal participation in public contract
Gov. Code 12940	Unlawful discriminatory employment practices
Gov. Code 1360	Necessity of taking constitutional oath
Gov. Code 1770	Vacancy of office
Gov. Code 81000-91014	Political Reform Act of 1974
Pen. Code 424	Embezzlement and falsification of accounts by public officers
Pen. Code 661	Removal for neglect or violation of official duty
Pen. Code 68	Bribes
Pen. Code 74	Acceptance of gratuity

ADOPTED BY COUNTY BOARD: July 3, 1975
REVISED: August 1, 1991, April 7, 1994, December 13, 2019



NEW

BYLAWS

BOARD POLICY – RESIGNATION

BP 9222

A member of the County Board of Education who wishes to resign from office shall file a written resignation with the County Superintendent of Schools. (Education Code 1008, 5090)

The resignation shall become effective when filed with the County Superintendent, except when a deferred effective date is specified in the resignation. The effective date may not be deferred for more than 60 days after the resignation is filed with the County Superintendent. (Education Code 5090, 5091)

Once filed, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090)

Any County Board member whose resignation is filed with a deferred effective date shall, until the effective date of the resignation, continue to exercise all the powers of the office, except that the resigning County Board member shall not have the right to vote in a provisional appointment to fill the vacancy that will thereby result. (Education Code 1008, 5091, 35178)

Any County Board member who resigns shall, within 30 days of leaving office, file a revised Statement of Economic Interest/Form 700 covering the period of time between the closing date of the last statement required to be filed and the date the County Board member leaves office. (Government Code 87302, 87500)

Policy Reference Disclaimer:

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Management Resources

CSBA Publication
Website
Website

Description

Filling a Board Vacancy, rev. December 2010
[CSBA](#)
[California County Boards of Education](#)

State

Ed. Code 1008
Ed. Code 35178
Ed. Code 5090-5095
Gov. Code 1770
Gov. Code 87300-87313
Gov. Code 87500

Description

Vacancies; procedure for filing
Resignation with deferred effective date
Vacancy on the board
Vacancy on the board
[Conflict of interest code](#)
Statement of economic interests

APPROVED BY COUNTY BOARD:

Resignation – Board Policy 9222



BYLAWS

REVISED – MARKED COPY

BOARD POLICY – FILLING VACANCIES

BP 9223

~~Any vacancy on the County Board of Education shall be filled in accordance with the provisions of Education Code Section 1008.~~

Events Causing a Vacancy

A vacancy on the County Board of Education may arise from any of the following events:

1. The death of an incumbent (Government Code 1770)
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her office for the remainder of his/her term (Government Code 1770)
3. A County Board member's resignation (Government Code 1770)
4. A County Board member's removal from office by recall (Elections Code 11384; Government Code 1770)
5. A County Board member's ceasing to inhabit the trustee area represented on the County Board (Government Code 1770)
6. A County Board member's absence from the state for more than 60 days, except in the following situations: (Government Code 1064, 1770)
 - a. Upon County Board business with the approval of the County Board
 - b. With the consent of the County Board, for an additional period not to exceed a total absence of 90 days. However, in the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the County Board.
 - c. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard

If the absence of the County Board member for military deployment exceeds six months, the County Board may approve an additional six-month

absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the County Board may appoint an interim member to serve during the absence.

If two or more County Board members are absent by reason of military deployment, and those absences result in the inability to establish a quorum at a regular meeting, the County Board may immediately appoint one or more interim members, as necessary, to enable the County Board to conduct business and discharge County Board responsibilities. The term of an interim member appointed in these circumstances shall not extend beyond the return of the absent County Board member or beyond the next regularly scheduled election for that office, whichever occurs first.

7. A County Board member's ceasing to discharge the duties of the office for the period of three consecutive months, except when prevented by illness or when absent from the state without the permission required by law (Government Code 1770)
8. A County Board member's conviction of a felony or any offense involving a violation of official duties or conviction of a designated crime resulting in a forfeiture of office (Government Code 1770, 3000-3003)
9. A County Board member's refusal or neglect to file the required oath within the time prescribed (Government Code 1770)
10. The decision of a competent tribunal declaring void a County Board member's election or appointment (Government Code 1770)
11. A County Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final (Government Code 1770)
12. A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a County Board seat(s) (Education Code 5090, 5326, 5328)

Timelines for Filling a Vacancy

When a vacancy occurs, the County Board shall take the following action, as appropriate: (Education Code 1008)

1. When a vacancy occurs within four months of the end of a County Board member's term, the County Board shall take no action. (Education Code 5093)
2. When a vacancy occurs between six months and 130 days before a regularly scheduled County Board election at which the vacant position is not scheduled to

be filled, a special election to fill the position shall be consolidated with the regular election. The person elected shall take office at the first regularly scheduled County Board meeting following the certification of the election and shall serve until the end of the term of the position which the person was elected to fill. (Education Code 5093)

3. When a vacancy occurs any time outside of the statutory time windows identified in Items #1 and #2 above, the County Board shall either order an election or make a provisional appointment within 60 days of the date of the vacancy or the filing of the member's deferred resignation. If the County Board fails to make a provisional appointment or order an election within 60 days, the County Superintendent of Schools must call an election to fill the vacancy. (Education Code 5091, 5093)

Eligibility

In order to be appointed or elected to fill a vacancy on the County Board, a person must meet the eligibility requirements specified in Education Code 1000 and 1006 and described in Board Bylaw 9220.

When the boundaries of the trustee area represented by a County Board member have changed since the County Board member's term of office became effective, any special election to fill the seat vacated by the County Board member shall be held subject to the trustee area boundaries in effect when the County Board member was elected.

Provisional Appointments

When a special election is not required, the County Board is authorized by law to make a provisional appointment to fill a vacancy on the County Board. Before making a provisional appointment, the County Board shall advertise in the local media to solicit candidate applications or nominations. The County Board shall ensure that applicants are eligible for County Board membership, interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

Within 10 days after the appointment is made, the County Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in at least three public places within the jurisdiction of the County Board. (Education Code 5092)

The notice shall contain: (Education Code 5092)

1. The date that the vacancy occurred or the date of the filing of, and the effective date of, the resignation
2. The full name of the provisional appointee

3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, the appointment shall become effective

The person appointed shall be afforded all the powers and duties of a County Board member immediately upon appointment and shall hold office until the next regularly scheduled election for County Board members. (Education Code 5091)

If within 30 days of the County Board’s appointment, registered voters of the trustee area for which the appointment is made submit a petition for special election which the County Superintendent determines to be legally sufficient, the provisional appointment is terminated, and a special election shall be held in accordance with Education Code 5091 to fill the vacancy. Any such petition for a special election shall contain the county election official’s estimate of the cost of conducting the special election, expressed on a per-student basis.

Appointment Due to Failure to Elect

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and an election will not be held, the County Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the election. (Education Code 5328)

When an appointment is being made because of a failure to elect, the County Board shall publish a notice once in a newspaper of general circulation published in the county, or if no such newspaper exists, in a newspaper having general circulation within the county. This notice shall state that the County Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures specified above in the “Provisional Appointments” section.

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Federal
18 USC 704

Description
Military medals or decorations

Management Resources
Attorney General Opinion

Description
58 Ops.Cal.Atty.Gen. 888 (1975)

Attorney General Opinion
CSBA Publication
Website
Website

105 Ops.Cal.Atty.Gen. 182 (2022)
Filling a Board Vacancy, rev. December 2010
CSBA
California State Attorney General's Office, Quo Warranto Applications

State

Ed. Code 35107
Ed. Code 35178
Ed. Code 5000-5033
Ed. Code 5090-5095
Ed. Code 5200-5208
Ed. Code 5300-5304
Ed. Code 5320-5329
Ed. Code 5340-5345
Ed. Code 5360-5363
Ed. Code 5420-5426
Ed. Code 5440-5442
Elec. Code 10600-10604
Elec. Code 11000-11386
Gov. Code 1064
Gov. Code 1770
Gov. Code 3000-3003
Gov. Code 3060-3075
Gov. Code 54950-54963
Gov. Code 6061
Pen. Code 88

Description

School district employees
Resignation with deferred effective date
Election of school district board members
Vacancy on the board
Districts governed by boards of education
General provisions; conduct of elections
Order and call of elections
Consolidation of elections
Election notice
Cost of elections
Miscellaneous provisions
School district elections
Candidates for recall
Absence from state
Vacancy of office
Forfeiture of office
Removal other than by impeachment
The Ralph M. Brown Act
One time notice
Bribery, forfeiture from office

ADOPTED BY COUNTY BOARD: July 3, 1975
REVISED: April 3, 1980, August 1, 1991, April 7, 1994



BYLAWS

REVISED – CLEAN COPY

BOARD POLICY – FILLING VACANCIES

BP 9223

Events Causing a Vacancy

A vacancy on the County Board of Education may arise from any of the following events:

1. The death of an incumbent (Government Code 1770)
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her office for the remainder of his/her term (Government Code 1770)
3. A County Board member's resignation (Government Code 1770)
4. A County Board member's removal from office by recall (Elections Code 11384; Government Code 1770)
5. A County Board member's ceasing to inhabit the trustee area represented on the County Board (Government Code 1770)
6. A County Board member's absence from the state for more than 60 days, except in the following situations: (Government Code 1064, 1770)
 - a. Upon County Board business with the approval of the County Board
 - b. With the consent of the County Board, for an additional period not to exceed a total absence of 90 days. However, in the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the County Board.
 - c. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard

If the absence of the County Board member for military deployment exceeds six months, the County Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the County Board may appoint an interim member to serve during the absence.

If two or more County Board members are absent by reason of military deployment, and those absences result in the inability to establish a quorum at a regular meeting, the County Board may immediately appoint one or more interim members, as necessary, to enable the County Board to conduct business and discharge County Board responsibilities. The term of an interim member appointed in these circumstances shall not extend beyond the return of the absent County Board member or beyond the next regularly scheduled election for that office, whichever occurs first.

7. A County Board member's ceasing to discharge the duties of the office for the period of three consecutive months, except when prevented by illness or when absent from the state without the permission required by law (Government Code 1770)
8. A County Board member's conviction of a felony or any offense involving a violation of official duties or conviction of a designated crime resulting in a forfeiture of office (Government Code 1770, 3000-3003)
9. A County Board member's refusal or neglect to file the required oath within the time prescribed (Government Code 1770)
10. The decision of a competent tribunal declaring void a County Board member's election or appointment (Government Code 1770)
11. A County Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final (Government Code 1770)
12. A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a County Board seat(s) (Education Code 5090, 5326, 5328)

Timelines for Filling a Vacancy

When a vacancy occurs, the County Board shall take the following action, as appropriate: (Education Code 1008)

1. When a vacancy occurs within four months of the end of a County Board member's term, the County Board shall take no action. (Education Code 5093)
2. When a vacancy occurs between six months and 130 days before a regularly scheduled County Board election at which the vacant position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person elected shall take office at the first regularly scheduled County Board meeting following the certification of the election and shall serve until the

end of the term of the position which the person was elected to fill. (Education Code 5093)

3. When a vacancy occurs any time outside of the statutory time windows identified in Items #1 and #2 above, the County Board shall either order an election or make a provisional appointment within 60 days of the date of the vacancy or the filing of the member's deferred resignation. If the County Board fails to make a provisional appointment or order an election within 60 days, the County Superintendent of Schools must call an election to fill the vacancy. (Education Code 5091, 5093)

Eligibility

In order to be appointed or elected to fill a vacancy on the County Board, a person must meet the eligibility requirements specified in Education Code 1000 and 1006 and described in Board Bylaw 9220.

When the boundaries of the trustee area represented by a County Board member have changed since the County Board member's term of office became effective, any special election to fill the seat vacated by the County Board member shall be held subject to the trustee area boundaries in effect when the County Board member was elected.

Provisional Appointments

When a special election is not required, the County Board is authorized by law to make a provisional appointment to fill a vacancy on the County Board. Before making a provisional appointment, the County Board shall advertise in the local media to solicit candidate applications or nominations. The County Board shall ensure that applicants are eligible for County Board membership, interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

Within 10 days after the appointment is made, the County Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in at least three public places within the jurisdiction of the County Board. (Education Code 5092)

The notice shall contain: (Education Code 5092)

1. The date that the vacancy occurred or the date of the filing of, and the effective date of, the resignation
2. The full name of the provisional appointee
3. The date of appointment

4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, the appointment shall become effective

The person appointed shall be afforded all the powers and duties of a County Board member immediately upon appointment and shall hold office until the next regularly scheduled election for County Board members. (Education Code 5091)

If within 30 days of the County Board’s appointment, registered voters of the trustee area for which the appointment is made submit a petition for special election which the County Superintendent determines to be legally sufficient, the provisional appointment is terminated, and a special election shall be held in accordance with Education Code 5091 to fill the vacancy. Any such petition for a special election shall contain the county election official’s estimate of the cost of conducting the special election, expressed on a per-student basis.

Appointment Due to Failure to Elect

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and an election will not be held, the County Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the election. (Education Code 5328)

When an appointment is being made because of a failure to elect, the County Board shall publish a notice once in a newspaper of general circulation published in the county, or if no such newspaper exists, in a newspaper having general circulation within the county. This notice shall state that the County Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures specified above in the “Provisional Appointments” section.

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Federal

18 USC 704

Description

Military medals or decorations

Management Resources

Attorney General Opinion
Attorney General Opinion
CSBA Publication

Description

58 Ops.Cal.Atty.Gen. 888 (1975)
105 Ops.Cal.Atty.Gen. 182 (2022)
Filling a Board Vacancy, rev. December 2010

Website
Website

CSBA
California State Attorney General's Office, Quo Warranto
Applications

State

Ed. Code 35107
Ed. Code 35178
Ed. Code 5000-5033
Ed. Code 5090-5095
Ed. Code 5200-5208
Ed. Code 5300-5304
Ed. Code 5320-5329
Ed. Code 5340-5345
Ed. Code 5360-5363
Ed. Code 5420-5426
Ed. Code 5440-5442
Elec. Code 10600-10604
Elec. Code 11000-11386
Gov. Code 1064
Gov. Code 1770
Gov. Code 3000-3003
Gov. Code 3060-3075
Gov. Code 54950-54963
Gov. Code 6061
Pen. Code 88

Description

School district employees
Resignation with deferred effective date
Election of school district board members
Vacancy on the board
Districts governed by boards of education
General provisions; conduct of elections
Order and call of elections
Consolidation of elections
Election notice
Cost of elections
Miscellaneous provisions
School district elections
Candidates for recall
Absence from state
Vacancy of office
Forfeiture of office
Removal other than by impeachment
The Ralph M. Brown Act
One time notice
Bribery, forfeiture from office

ADOPTED BY COUNTY BOARD: July 3, 1975

REVISED: April 3, 1980, August 1, 1991, April 7, 1994



NEW

BYLAWS

BOARD POLICY – OATH OR AFFIRMATION

BP 9224

Prior to entering upon the duties of their office, all members of the County Board of Education shall take the oath or affirmation required by law. (California Constitution, Article 20, Section 3; Government Code 1360)

The oath may be administered and certified by any County Board member, the secretary or assistant secretary to the County Board, the County Superintendent of Schools, the Superintendent of Public Instruction, or any other person authorized in Education Code 60 or Government Code 1225.

The executed oath shall be filed with the County Clerk. (Government Code 1363)

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Management Resources

Court Decision
Court Decision

Description

Vogel v. County of Los Angeles (1967) 68 Cal. 2d 18, 22
Chilton v. Contra Costa Community College District (1976)
55 Cal. App. 3d 544

State

CA Constitution Article 20, Section 3
Ed. Code 60
Gov. Code 1225
Gov. Code 1303
Gov. Code 1360-1369
Gov. Code 3100-3109

Description

[Oath of office](#)
Persons authorized to administer and certify oaths
Right to administer and certify oaths
Misdemeanor for failure to take oath
Oath of office
Oath or affirmation of allegiance

APPROVED BY COUNTY BOARD:

Information Items



Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307
Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

Santa Barbara County Board of Education

Personnel reports pertaining to SBCEO personnel, employed by the Santa Barbara County Superintendent of Schools

The certificated and classified personnel reports are provided to the board as an information item.

Certificated Personnel Report

Certificated employees are those whose positions require a specific credential issued by the California Commission on Teacher Credentialing.

The certificated personnel report is generated regularly and includes all actions made regarding employment of certificated employees at SBCEO such as appointments and separations.

Classified Personnel Report

Classified employees are those whose positions do not require a state-issued credential. Since 1975, the Santa Barbara County Education Office has operated a Merit System for the classified service. Merit System law (Education Code § 45240-45320) provides that classified employees are selected, retained and promoted on the basis of merit and fitness, exclusive of discrimination due to actual or perceived race, color, ethnicity, age, religion, political affiliation, marital status, disability, gender, sexual orientation or national origin. The Personnel Commission, composed of three members, is the impartial body authorized by the state to be responsible for implementing and interpreting Merit System rules and adjudicating appeals on those facets of employment within its purview.

The classified personnel report is typically generated monthly and includes all personnel actions affecting classified employees at SBCEO such as appointments, changes to status, and separations.

Santa Barbara County Board of Education
Santa Barbara County Education Office

Certificated Personnel Report
March 14 , 2024

Appointments		Effective Date
Offer of Employment		
Murray, Nicole	Special Day Class Teacher	February 6, 2024

Separations		Effective Date
Retirements		
Akins, Tracy	Special Day Class Teacher	June 7, 2024
Wood, Kristin	Special Day Class Teacher	July 9, 2024

Santa Barbara County Board of Education

Classified Personnel Report

March 14, 2024

Appointments

Limited Term/Substitute

Alarcon, Elvira
Clerical Assistant • Special Education • North County
• Hourly as needed
January 25, 2024

Babikian, Darcey
Paraeducator • Special Education • Various Sites
• Hourly as needed
January 29, 2024

Chan, Tiana
Accounting Assistant • Internal Services • Cathedral Oaks
• Hourly as needed
February 2, 2024

Maldonado, Noemi
Paraeducator • Special Education • Various Sites
• Hourly as needed
February 8, 2024

Moore, Lauren
Accounting Assistant • Internal Services • Cathedral Oaks
• Hourly as needed
February 1, 2024

Paterson, Renata
Paraeducator • Special Education • Various Sites
• Hourly as needed
February 8, 2024

Probationary

Boykin, Warren
Accounting Technician, Senior • Internal Services • Accounting
100% • 12 months
January 24, 2024

Hendricks, Kasandra
Paraeducator • Special Education • Meridian Head Start
43.75% • 10 months
February 8, 2024

Changes

Anniversary Increase

Aguilera, Jesus Custodian • Internal Services • Operations South 2 62.5% • 12 months	February 1, 2024
Barajas-Rodriguez, Carolina Clerical Assistant • Early Care and Education • Early Care and Education - Santa Maria 2 100% • 12 months	February 1, 2024
Burquez, Patricia Paraeducator • Special Education • Cabrillo High School 93.75% • 10 months	February 1, 2024
Carroll, Jaime Paraeducator • Special Education • Allan Hancock Preschool 87.5% • 10 months	February 1, 2024
Flores, Julie Health Advocate - Bilingual • Children and Family Resource Services • Health Linkages - South County 100% • 12 months	February 1, 2024
Garcia, Breanna Accounting Technician • Early Care and Education • Early Care and Education - Hope Center 5 100% • 12 months	February 1, 2024
Gomez Sanchez, Grisel Program Associate • Partners In Education • Partners in Education - Program Services 100% • 12 months	February 1, 2024
Gonzales, Selena Office Assistant • Juvenile Court and Community Schools • Dos Puertas Juvenile Hall School 100% • 12 months	February 1, 2024
Hokedo, Paul Administrative Assistant, Senior • Special Education • Special Education Support Staff North 100% • 12 months	February 1, 2024

Monette, Kayna
Paraeducator • Special Education • Taylor Preschool
87.5% • 10 months
February 1, 2024

Rodriguez, Alondra
Office Assistant • Partners In Education • Partners in Education - Program Services
100% • 12 months
February 1, 2024

Smith, Randy
Computer/Network Support Supervisor • Information Technology Services • Information Technology Services
100% • 12 months
February 1, 2024

Taylor, Michael
Delivery Specialist I • Internal Services • Operations South 2
100% • 12 months
February 1, 2024

Van Gundy, Samuel
Senior Software Engineer • Information Technology Services • Information Technology Services
100% • 12 months
February 1, 2024

Yamasaki, Katherine
Administrative Assistant • Children's Creative Project • Children's Creative Project
100% • 12 months
February 1, 2024

Probation to Permanent

Locke, Wilson
Benefits and Employee Relations Analyst • Human Resources • Benefits
100% • 12 months
February 1, 2024

Mock, Julie
Clerical Assistant • Early Care and Education • Early Care and Education - Santa Maria 2
100% • 12 months
February 1, 2024

Warson, Johnathan
Accounting Assistant • Internal Services • Fiscal Services - Budgeting
100% • 12 months
February 1, 2024

Professional Growth

Perez del Campo, Chiara February 2, 2024
Administrative Assistant • Early Care and Education • Early Care and Education - Hope Center 3
100% • 12 months
Professional Growth x 2

Promotion

Gomez Suarez, Isaac February 6, 2024
Custodian/Maintenance Worker • Early Care and Education • Early Care and Education - North County
100% • 12 months
From Custodian

Grimaldo, Monica February 1, 2024
Manager, Alternative Payment Program • Early Care and Education • Early Care and Education - Santa Maria
100% • 12 months
From Alternative Payment Program Supervisor

Reassignment

Watson, Clarissa February 1, 2024
Paraeducator • Special Education • Dos Puertas School
68.75% • 12 months
From Los Robles

Separation

Released

Sedgwick, Shane January 31, 2024
Computer/Network Technician, Information Technology Services • ITS • Cathedral Oaks
100% • 12 months
Non completion of probation

Resignation

Edwards, Ajani January 31, 2024
Educational Interpreter, ASL, Waiver • Special Education • Ralph Dunlap School DHOH
75% • 10 months

Hoyos, Silkia February 2, 2024
Paraeducator • Special Education • Taylor Preschool
87.5% • 10 months

Monette, Kayna

Paraeducator • Special Education • Taylor Preschool
87.5% • 10 months

February 5, 2024