

## Governance Compact

Placer County Superintendent of Schools &  
Placer County Board of Education

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### SECTION 1 – Preamble

California law has created a special and unique relationship between a county board and a county superintendent. Each entity is separately elected<sup>1</sup> and has distinct duties and responsibilities. Both the Placer County Superintendent of Schools and the Placer County Board of Education trustees are elected by the voters of Placer County. To jointly lead the Placer County Office of Education (PCOE) successfully, both entities agree to the concept of “shared governance” characterized by shared authority, accountability, and responsibility.

The purpose of this Governance Compact (Compact) is to enable both entities to govern together effectively and seamlessly for the benefit of the students and families in our community. The shared governance concept, which relies on trust and collaboration between the two entities, allows the Placer County Superintendent of Schools and the Placer County Board of Education to fulfill their respective duties confident in the support of the other entity.

There are duties and responsibilities for the county superintendent and the county board in the California Education Code that clearly describe and delineate each entity's authority and

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<sup>1</sup> Fifty-three out of 58 county superintendents of schools are elected by their voters on the gubernatorial election cycle. San Diego, Santa Clara, San Francisco and Sacramento County Superintendents of Schools are all appointed by their respective county board of education. Los Angeles County Superintendent of Schools is appointed by the Los Angeles Board of Supervisors along with the Los Angeles County Board of Education members.

responsibility. There are, however, situations regarding these roles and responsibilities that are ambiguous and unclear. This Compact, which has been agreed upon by the Placer County Superintendent of Schools and the Placer County Board of Education, addresses this lack of clarity and establishes a process for understanding and implementing the roles and responsibilities of the two entities.

These ambiguous situations can typically be categorized into two types. In the first case, each entity has a specific legal responsibility, but there is no direction or guidance on how the two entities should interact operationally to achieve the necessary outcome. The second case occurs when there is conflicting language<sup>2</sup> or a lack of clarity regarding which entity has the legal responsibility or the controlling legal authority<sup>3</sup>. In both cases where there is a lack of clear authority, the Placer County Superintendent of Schools and the Placer County Board of Education agree to follow a process that enables each entity to fulfill its responsibilities in a manner that facilitates efficient and effective operation of PCOE.

This Compact describes how each separate entity will engage in work that we have agreed represents the unique and positive relationship between the Placer County Superintendent of Schools and the Placer County Board of Education which benefits the greater Placer County community. Therefore, both the Placer County Superintendent of Schools and the Placer County Board of Education accept this Compact and agree to govern subject to its terms.

## **SECTION 2 - Setting Direction**

The Placer County Superintendent of Schools and the Placer County Board of Education have agreed to a joint Vision Statement that encompasses the ideals of public education in Placer County. Additionally, both entities have agreed to a shared Mission Statement which outlines goals for strategic direction, responsibility, and accountability.

### **Vision, Mission and Strategic Goals<sup>4</sup>**

The vision of the Placer County Superintendent of Schools and the Placer County Board of Education is to provide exemplary leadership and service to schools, parents, and the community as we work together to provide a globally competitive, comprehensive, rigorous, and relevant education to all students.

*November 2020*

### **MISSION**

The Placer County Superintendent of Schools works in collaboration with the Placer County Board of Education to provide leadership, accountability, resources, educational programs, and student services to the students and families of Placer County.

*November 2020*

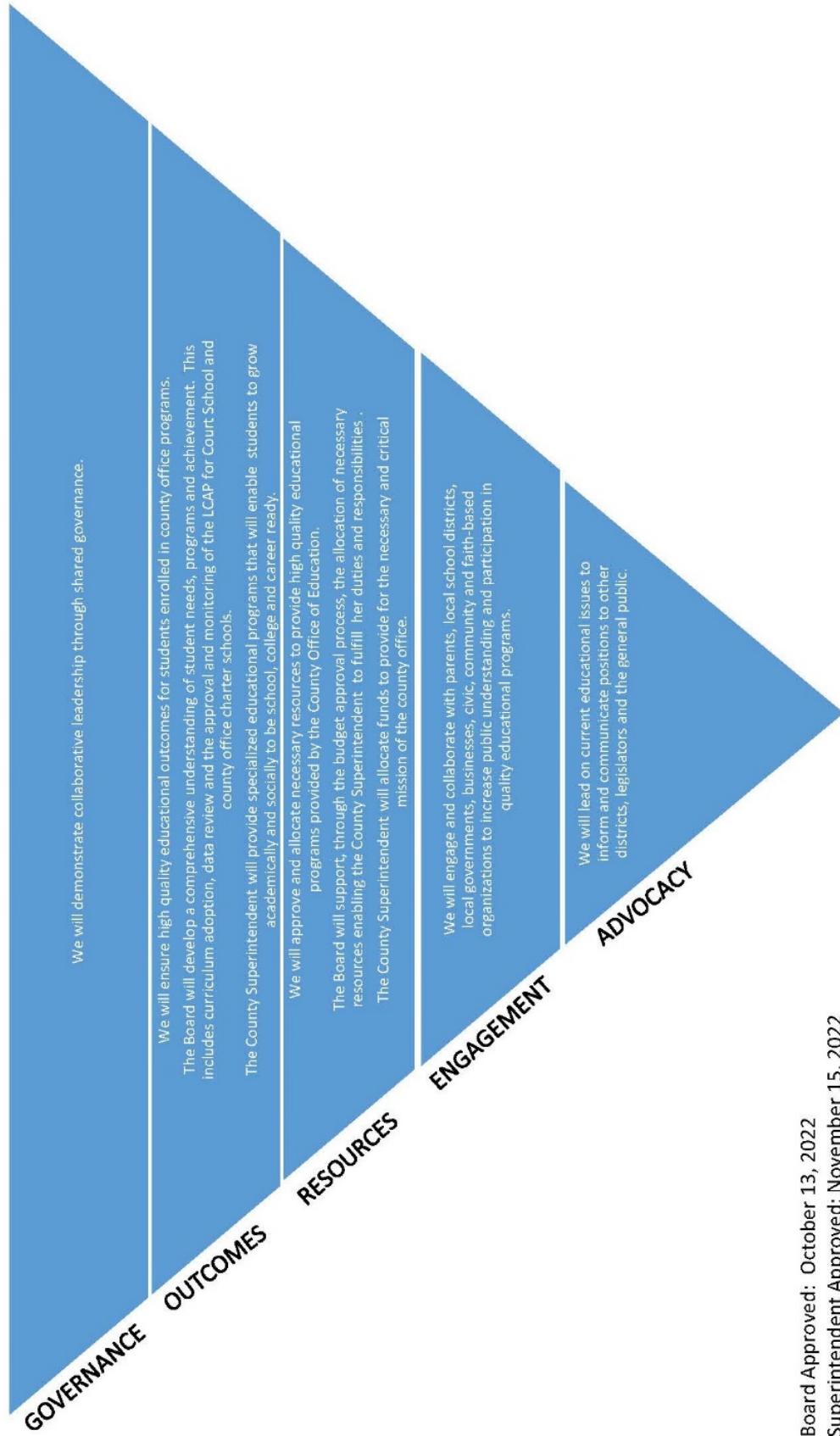
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<sup>2</sup> Conflicting language refers to language that appears in various legal citations, case laws or attorney general opinions.

<sup>3</sup> Controlling authority refers to a body of rules of action or conduct having binding legal effect.

<sup>4</sup> The Vision, Mission and Strategic Goals are from 2020 and will be updated by the Placer County Board of Education prior to their 2022 Governance Retreat.

## PLACER COUNTY BOARD OF EDUCATION & COUNTY SUPERINTENDENT SHARED GOALS



Board of Education Objectives (2022-2023)  
Board Approved 10/13/2022

County Superintendent Objectives  
Superintendent Approved 11/15/2022

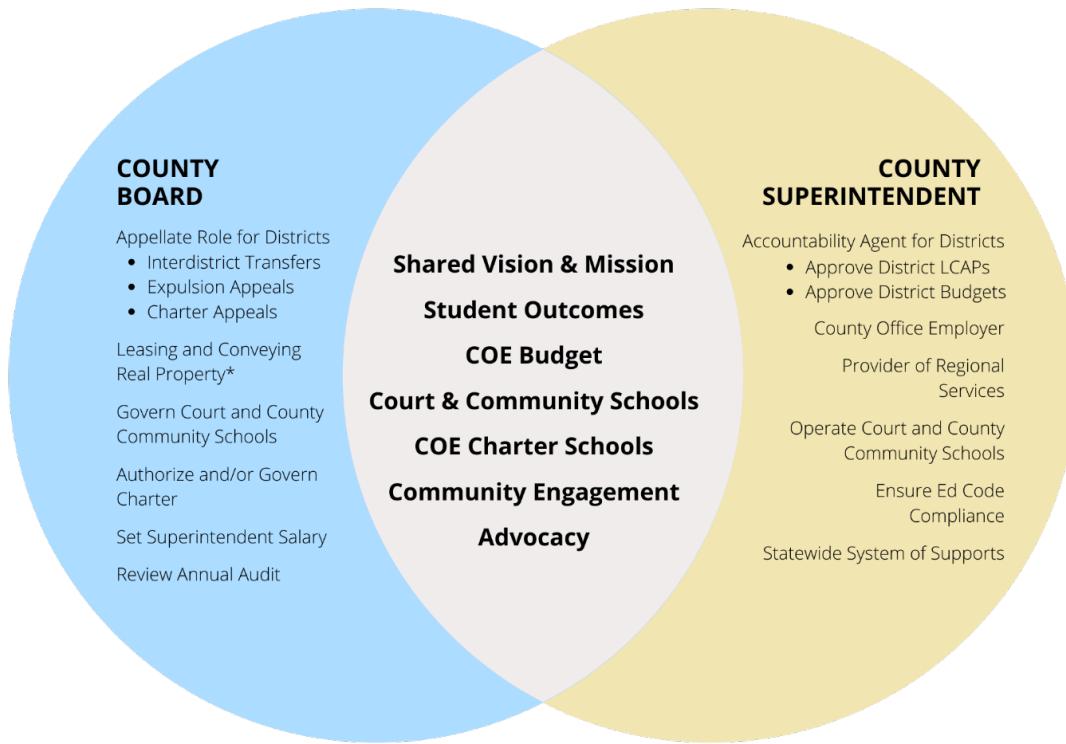
Updated January 31, 2023  
Governance Calendar & Shared Goals

<p><b>GOVERNANCE</b></p> <ul style="list-style-type: none"><li>The board will continue to implement the governance compact. Board members will serve as liaisons to PCOE staff and report on their activities at board meetings.</li><li>The board will review expulsion and interdistrict transfer policies to enhance our understanding the legal differences of the specific roles.</li><li>The board will review and update policies associated with charter schools at the recommendation of the Board Policy Advisory Committee.</li></ul>	<p><b>GOVERNANCE</b></p> <ul style="list-style-type: none"><li>The County Superintendent will implement the Governance Compact and utilize liaisons to support the Board of Education in common focus areas.</li><li>The County Superintendent will visit schools in the county and learn of their successes and challenges and how the county office may provide support.</li></ul>	<p><b>STUDENT OUTCOMES</b></p> <ul style="list-style-type: none"><li>The County Superintendent will provide high quality technical assistance to school districts to improve educational outcomes for all students throughout the county.</li><li>The County Superintendent will provide support to students and schools in the area of social-emotional wellness throughout the county.</li><li>The County Superintendent will provide necessary programs to meet the needs of diverse learners in unique settings in county operated programs.</li></ul>	<p><b>RESOURCES</b></p> <ul style="list-style-type: none"><li>The County Superintendent will manage taxpayer dollars in an efficient and transparent manner to support student learning throughout the county.</li><li>The County Superintendent will provide fiscal support to develop and implement innovative county operated avenues for students to become active and productive citizens in our community.</li><li>The County Superintendent will develop innovative educational and administrative programs to advance regional priorities.</li></ul>	<p><b>COMMUNITY ENGAGEMENT</b></p> <ul style="list-style-type: none"><li>The board will increase their knowledge about the projected 3-5 year budget needs based on the strategic direction of PCOE.</li></ul>	<p><b>COMMUNITY ENGAGEMENT</b></p> <ul style="list-style-type: none"><li>The County Superintendent will foster collaboration and partnerships among educational agencies and community based organizations to promote a prosperous region.</li><li>The County Superintendent will promote high quality public education in Pacer County.</li><li>The County Superintendent will support parent participation in their children's education.</li></ul>	<p><b>ADVOCACY</b></p> <ul style="list-style-type: none"><li>The Board will continue to advocate for public education and students enrolled in PCOE programs.</li></ul>	<p><b>ADVOCACY</b></p> <ul style="list-style-type: none"><li>The County Superintendent will be a statewide leader and advocate for PK12 education and county operated student programs.</li><li>The County Superintendent will advocate for local control of public education, reduced regulatory burden upon schools and districts, and fiscal transparency.</li></ul>
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### SECTION 3 –Common Focus Areas

California law has created a special and unique relationship between a county board and a county superintendent. The Venn diagram below, inspired by the California School Boards Association (CBSA), represents some<sup>5</sup> of the independent duties and responsibilities of each entity and the areas where the Placer County Superintendent of Schools and the Placer County Board of Education share duties and responsibilities.

#### COUNTY BOARD AND COUNTY SUPERINTENDENT ROLES & SHARED GOVERNANCE



\*Past practice in Placer County has the Placer County Board of Education responsible for leasing and conveying real property, however Education Code 1605 allows for the county superintendent to purchase and hold title in real property as well.

<sup>5</sup> Duties listed are those that are primary in nature and/or have been agreed to previously.

The chart below illustrates the interaction needed to successfully govern the areas identified in the “shared governance” column. For instance, both the Placer County Superintendent of Schools and the Placer County Board of Education share a responsibility to improve student outcomes for students served by PCOE. The Placer County Superintendent has the responsibility to meet and respond to stakeholders and prepare Local Control Accountability Plan(s) (LCAP). The Placer County Board of Education has the responsibility to review, consider and approve the LCAP(s). Using a continuous improvement model, both entities will work together to identify program gaps, strengths and weaknesses, and to identify where improvements are needed.

County Board	Shared Governance	County Superintendent
Approve COE LCAPs	<b>Student Outcomes</b>	Develop COE LCAPs Approve School District LCAPs
Approve	<b>COE Budget</b>	Develop
Establish and Govern	<b>Court &amp; Community Schools</b>	Operate
Authorize and Govern	<b>COE Charters (Dependent)</b>	Operate and Oversight <sup>6</sup>
Authorize	<b>COE Charters (Independent)</b>	Oversight <sup>7</sup>
Listen and Respond	<b>Community Engagement</b>	Listen and Respond
Confer and Align	<b>Advocacy</b>	Confer and Align

#### SECTION 4 – Governance Tools

- i. Board Bylaw 9000
- ii. Superintendent Policy 1000
- iii. County Board of Education Liaisons
- iv. Governance Calendar
- v. Board Agenda
- vi. Governance Norms
- i. BOARD BYLAW 9000 – Roles of the County Board of Education – *see appendix*  
Board Bylaw 9000 identifies the major roles and responsibilities of county boards of education and separates them into four sections: Governance, Operations, Programs and Services, and Petitions and Appeals.
- ii. SUPERINTENDENT POLICY 1000 – Roles of the County Superintendent – *see appendix*  
Superintendent Policy 1000 identifies the major roles and responsibilities of a county superintendent and separates them into six sections: Governance, Management and

Operations, Programs and Services, General Oversight of Districts, Fiscal Oversight of Districts, and Reporting Obligations.

III. COUNTY BOARD OF EDUCATION LIAISONS

The Compact provides for liaisons to be appointed to serve as the contact between the Placer County Superintendent of Schools and/or her staff and the full Placer County Board of Education in specific content areas. Placer County Board of Education trustees have an ongoing responsibility to be knowledgeable about each content area.

Additionally, the Placer County Board of Education will appoint liaisons who will develop more comprehensive content knowledge and will participate in relevant PCOE activities in the content area. The Placer County Board of Education President will annually appoint trustees for the liaison positions based on their interest and availability to serve in a particular capacity for a term of one year at the Annual Organizational Meeting in December. Due to the time involved to develop expertise, the liaison may serve in the same role for multiple years. In addition, two liaisons can be appointed in one focus area to provide both continuity and multiple perspectives. While liaison work is ongoing, the expectation is that liaisons, in addition to the staff report, will update to the full Placer County Board of Education at meetings, or as otherwise requested as outlined in the Governance Calendar.

The following is a list of focus areas:

Focus Area	Board Appointments	Superintendent and/or Designee
COE Student Outcomes	1-2 Board Liaisons	Assistant Superintendent of Student Services
COE Budget	1-2 Board Liaisons	Associate Superintendent of Business Services
COE Charter Schools (Dependent)	1-2 Board Liaisons	Assistant Superintendent of Student Services
COE Charter Schools (Independent)	1-2 Board Liaisons	Assistant Superintendents of Educational Services
Community Engagement	Vice President	County Superintendent and/or Chief Communications Officer
Advocacy	Board President	County Superintendent

Liaisons for Student Outcomes

To approve the LCAP, the tool that outlines the goals, actions, and resources to meet goals to improve student outcomes, the Placer County Superintendent of Schools and the Placer County Board of Education must work together to provide a comprehensive and challenging educational program that meets the needs of the students enrolled in PCOE schools. The Placer County Superintendent of Schools and her staff will structure the LCAP development process in a way that provides the liaison the opportunity to participate in a meaningful and collaborative manner. The expectation is that liaisons, in

addition to staff, will report to the full Placer County Board of Education at meetings, or as otherwise requested as outlined in the Governance Calendar.

#### Liaisons for the PCOE Budget

The Placer County Superintendent of Schools and her staff will structure the development process for the budget and the Budget Overview for Parents in a way that provides the liaison the opportunity to participate in a meaningful and collaborative manner. It is the objective of the Placer County Superintendent of Schools and the Placer County Board of Education to ensure that the PCOE resources support all aspects of the organization in a manner consistent with sound fiscal practices and transparency. Fiscal resources are allocated to PCOE from local, state, and federal agencies for the sole purpose of funding the work of the county office. Funding shall be allocated to the Placer County Superintendent of Schools and the Placer County Board of Education so that each entity can fulfill their respected fiscal duties.

The budget includes funding that supports the work of the Placer County Superintendent of Schools in her role as:

- the accountability agent for school districts,
- the operator of specialized student programs,
- a vendor for professional services,
- the local education agency for specific student programs, and
- the employer who hires the staff to carry out the duties of the county office.

The budget also includes funding to support the Placer County Board of Education in its area of responsibilities including:

- interdistrict, expulsion and charter school appeals,
- governance of court and community schools, and
- oversight of county office authorized charter schools.

A portion of the budget is also directly tied to programs and activities that both the Placer County Superintendent of Schools and the Placer County Board of Education have a responsibility. As such, both entities agree to empower and support the other to perform within their independent roles as well as their overlapping roles and responsibilities. For example, the process of developing a budget (county superintendent's role) and adopting the budget (county board's role) is an important purpose of this Compact.

The Placer County Superintendent of Schools and her staff will structure the budget development process in a way that provides opportunities for the liaison to participate in a meaningful and collaborative manner. To fulfill this role, the liaison in this area will be provided the opportunity to attend budget workshops and to meet with the PCOE Business Services staff to better understand the programmatic and operational priorities of the PCOE budget. Additionally, the liaison in this area will meet with the auditors, along with staff, to receive a more in-depth understanding of the annual audit. The liaison, in addition to staff and the auditors, will update the full County Board at the

meeting where the audit is presented to the Placer County Board of Education for review.

#### Liaisons for the PCOE Charter Schools ~ Dependent

As the holder of the charter, the Placer County Board of Education is specifically responsible for the charter in whole. For existing charters, the Placer County Superintendent of Schools and the Placer County Board of Education have agreed that the oversight responsibilities and operations of the County Board as the charter authorizer be performed by the County Superintendent of Schools.

PCOE currently has a board-approved charter school, called “Pathways Charter School” that consists of three programs: iLearn which is a TK-8 independent study program that offers a traditional home-study model or a hybrid (three days a week) independent study model; iCARE which is a 7-12 grade community school program designed for at-promise students who are expelled or probation referred; and the “Come Back Program” which is designed as a high school completion program for adults who are in search of obtaining their high school diploma after years away from traditional education.

The LCAP is the overarching planning document that covers the instructional program for this charter school and is the primary driver of the charter school’s budget. The Placer County Superintendent of Schools and her staff will structure the LCAP development process in a way that provides opportunities for the liaison to participate in a meaningful and collaborative manner. The liaison in this area will have the opportunity to attend LCAP stakeholder input sessions for the programs covered by the PCOE charter LCAP, including those regarding overall student progress, site visits, goal setting and any other school activity relevant to student programs. The liaison will be aware of the governance and operations of the charter school. The expectation is that liaisons, in addition to staff, will report to the full Placer County Board of Education at meetings, or as otherwise requested as outlined in the Governance Calendar.

#### Liaisons for County Office of Education Charter Schools ~ Independent

The Placer County Board of Education can approve charter schools. Once approved the County Board serves as the authorizer and provides oversight. Additionally, Ackerman Charter District is approved by the State Board of Education (SBE) and the State Board has assigned the oversight of this charter district to the Placer County Board of Education and the operations of the oversight to the Placer County Superintendent of Schools.

The Placer County Board of Education has delegated<sup>6</sup> the review of new charter school petitions and charter school oversight activities to the Placer County Superintendent of Schools. Consistent with this delegation, new petition review, renewal reviews and much of the annual oversight work is completed by the PCOE Assistant Superintendent

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<sup>6</sup>Duties accepted by the Placer County Superintendent of Schools.

of Educational Services. PCOE staff provides the Placer County Board of Education with evaluations of charter petitions as needed. PCOE staff also provide updates and drafts an annual performance report for each charter school to assist the County Board in meeting its oversight obligations and builds a record that provides a basis for future approvals/denials. To better understand and support the complex nature of board-authorized charter schools and the board policy that sets the standard for charter school success, the liaison in this area will participate in activities such as high-quality reviews of charter petitions and setting renewal criteria. The liaison will help the Placer County Board of Education better understand the nature of the independent authorized charter schools, their academic programs, their successes, and challenges. The expectation is that liaisons, in addition to staff, will report to the full Placer County Board of Education at meetings, or as otherwise requested as outlined in the Governance Calendar.

**Liaisons for County Office of Education Community Engagement**

It is the goal of both the Placer County Superintendent of Schools and the Placer County Board of Education to engage with the larger Placer County community to promote public education and PCOE as a whole. The liaison in this area works with the Office of the Placer County Superintendent of Schools and/or their designee on ways in which the Placer County Board of Education can interface positively with the Placer County community. This liaison in this area may be involved with varied activities with districts in the county, other elected officials, parents, and/or civic, business and non-profit organizations. The Placer County Superintendent of Schools and her staff will provide an opportunity for the liaison to participate in relevant activities on behalf of the Placer County Board of Education. The expectation is that liaisons, in addition to staff, will report to the full Placer County Board of Education at meetings, or as otherwise requested as outlined in the Governance Calendar.

**Liaison for County Office of Education Advocacy**

There is a recognized need for strong advocacy in public education. It is the goal of the Placer County Superintendent of Schools and the Placer County Board of Education to present a unified voice. As separately elected entities, each may have its own political perspective concerning public education and its role in a larger democracy. If there are unresolved differences, both entities agree to present their views as their own and not reflective of the other entity's position.

The Placer County Board of Education President shall serve as the liaison for advocacy. The Placer County Superintendent of Schools and the County Board President, on behalf of the full Placer County Board of Education, will communicate frequently about legislative proposals, initiatives, and upcoming bills and report progress at monthly board meetings as needed. The Placer County Superintendent of Schools and her staff will provide an opportunity for the liaison to participate in relevant advocacy activities. The expectation is that liaisons, in addition to the Placer County Superintendent of Schools, will report to the full Placer County Board of Education at meetings, or as otherwise requested as outlined in the Governance Calendar.

Adopted: November 18, 2021



Book	PCOE Policies
Section	Board Bylaws
Title	Role and Responsibility of the Board
Code	9000 Board Bylaw
Status	Active
Adopted	August 10, 2006
Last Revised	October 8, 2015

The Placer County Board of Education ("County Board") provides leadership and citizen input for educational programs and services operated by the Placer County Office of Education ("County Office"), including services provided to school districts and the community. In 1881, county boards of education were established in Article IX, Section 7, of the California Constitution, with members of the board appointed by the county board of supervisors. By legislation enacted in 1955, members were first elected to serve on county boards of education in 1956. The County Board voted on April 26, 1966, to become fiscally independent on July 1, 1966, pursuant to Resolution 66-151, which transferred certain duties and functions from the Placer County Board of Supervisors to the County Board.

The roles and responsibilities of the County Board are generally provided for in the California Constitution, in the California Education Code ("EC"), and Title 5 of the California Code of Regulations ("CCR"). In addition, Education Code Sections 35160 and 35160.1 permit county boards of education to initiate and carry on any program or activity, or otherwise act in any manner not preempted by, or in conflict or inconsistent with any law, or with the purposes that county offices of education exist.

**Major roles of the County Board include:**

- Exercising leadership on behalf of the County Office in support of public education
- Working with the Placer County Superintendent of Schools ("County Superintendent") to establish the direction and priorities for the County Office through its budgetary and planning responsibilities
- Acting as the appellate body for denials by district governing boards of interdistrict transfer requests and charter school petitions, and for their approvals of expulsion orders
- Acting as the governing board for juvenile court schools, county community schools, county authorized charter schools, and for regional occupational programs

**To fulfill its role as the governing board of the Placer County Office of Education, it is the responsibility of the County Board, consistent with state and federal law, and as a non-merit system, fiscally independent county board of education, to exercise its discretion to:**

**A. Governance**

1. Adopt rules and regulations consistent with laws of the state for their own governance.
2. Hold a regular meeting at least once a month. (EC 1011)
3. Keep a record of their proceedings including all votes of the county board. (EC 1040 (b), 1015)
4. Conduct the biannual election of the county board. (EC 1007)
5. Conduct an advisory election on substantive issues or on ballot proposals. (Elect. Code 9603)
6. Adopt or repeal a limit on the number of terms a member may serve on the County Board. (EC 1006)
7. Determine the monthly compensation of County Board members. (EC 1090)
8. Act by resolution to approve the meeting stipend of an absent board member when permitted by law. (EC 1090)

(d))

9. Appoint individuals or group representatives to a county school attendance review board other than district representatives. (EC 48321)
10. Act as the governing board for any regional occupational program ("ROP"). (EC 52310.5)
11. Receive annually in November a report from the county superintendent on the monitoring of low decile schools in the county. (EC 1240 (c) (2) (F))
12. Receive annually, at the discretion of the County Superintendent, a report on the "State of the Schools" in Placer County. (EC 1240 (c) (1))
13. Render a city or county zoning ordinance related to storage or the transmission of water or electrical energy facilities inapplicable to a proposed use of property by the county office. (Gov't Code 53096)
14. Take action on any claim for damages presented in accordance with the provisions governing claims filed against public entities. (Gov't Code 911.6)
15. Accept on behalf of the County Office, any gifts, donations, devices and bequests made to the County Office for the benefit of any school or program maintained by the County Office. (EC 41032)
16. Fill by appointment any vacancy that may occur during the term of the County Superintendent. (EC 1042 (e))
17. Fill by appointment any vacancy that may occur during the term of a County Board member. (EC 1008)
18. Fill by appointment of the President, members of the County Board to a seat on a district governing board when a majority of those seats are vacant. (EC 5094)
19. Conduct a hearing, if requested by the Commission on Teacher Credentialing, for any credential holder serving in Placer County charged by the CTC with misconduct. (EC 44422)
20. Act as the county committee on school district organization upon the order of the SBE. (EC 4020)
21. Initiate and carry on any program or activity for the purpose that county offices exist, in any manner not preempted by or in conflict with any law. (EC 35160, 33319.5)

## **B. Operations**

22. Adopt the annual budget. (EC 1040 1040 (c))
23. Include in the budget a general reserve to meet the cash requirements for the following fiscal year until the adequate proceeds of the taxes levied or the apportionment of state funds are available. (EC 1621 (b))
24. Include in the budget a designated fund balance, available for appropriation for any specific purpose, by a majority vote of the County Board. (EC 1621 (c))
25. File the adopted budget with the State Superintendent of Public Instruction ("SPI"), County Board of Supervisors, and the County Auditor. (EC 1622 (a))
26. Review the report of the annual audit. (EC 1040 (e))
27. Review the interim budget reports. (EC 1240 (l) (1) (A))
28. Adopt regulations to pay the actual and necessary travel expenses of the County Superintendent and County Office staff. (EC 1081, 1200; CCR 17433)
29. Ensure that services and programs designed to address the language needs of English learners in county community schools are provided. (EC 1983 (g))
30. Ensure that assessments are administered in all areas of suspected disability and appropriate services and programs are provided in county community schools as specified in a student's individualized education program. (EC 1983 (f))
31. Fix the salary and fringe benefits of the County Superintendent. (CA Const. Art. IX, Sec. 3.1 (b); EC 1207, 1209)
32. Annually hold a public hearing and make a determination whether students in County Office programs have sufficient textbooks and/or instructional materials that are aligned to state content standards. (EC 60119)
33. Adopt the Local Control and Accountability Plan ("LCAP") and annual updates. (EC 52068)
34. Adopt revisions to the LCAP during the period the plan is in effect. (EC 52068)
35. Review and adopt updates for any LCAP adopted by County Board authorized charter schools. (EC 47604.33, 52067-52068)
36. Hold at least one public hearing to solicit the recommendations and comments of members of the public on the specific actions and expenditures to be included in the LCAP and annual updates. (EC 52068)
37. Provide technical assistance to County Board authorized charter schools consistent with state law. (EC 47607.3)
38. Ensure that all reports required of County Board authorized charter schools, including updates to the LCAP, are filed in a timely manner. (EC 47604.32 (c))
39. Monitor the fiscal condition of each County Board authorized charter school. (EC 47604.32 (d))
40. Ensure that County Board authorized charter schools that qualify as Quality Education Investment Act schools comply with the requirements of state law. (EC 52055.750)
41. Exercise the power of eminent domain. (EC 1047)
42. Acquire, lease, lease-purchase, lease leaseback, and hold and convey real property for the purpose of housing the offices and the services of the County Superintendent. (EC 1042 (c))
43. Review and consider for approval and/or, make revisions, reductions, or additions to the annual itemized

estimates of anticipated revenue and expenditures, prepared by the County Superintendent. (EC 1042 (b), 1080 (a))

44. Consider a resolution prepared by the County Superintendent identifying the estimated appropriations limit for current fiscal year and the actual appropriation limit for the prior fiscal year. (EC 1629)
45. Consider short and long term borrowing based projected tax revenue or estimated state apportionment as recommended by the County Superintendent. (Gov't. Code 53822)
46. Approve the issuance of revenue bonds or agreements for financing pursuant to the California School Finance Authority Act. (EC 17150)
47. Consider any consultant contract, in excess of \$25,000, that constitutes a budget revision, as submitted by the County Superintendent for discussion and approval. (EC 1281 (b))
48. Consider any budget revision in excess of \$25,000, as submitted by the County Superintendent for discussion and approval. (EC 1280)
49. Consider the disposal of personal property worth over \$25,000, as submitted by the County Superintendent for discussion and approval. (EC 1279 (a))
50. Consider any increase in the retirement benefits for an employee, as submitted by the County Superintendent for discussion and approval. (EC 1302 (a))
51. Review any bonus or salary increase of \$10,000 or more for an employee, as submitted for discussion purposes only by the County Superintendent. (EC 1302 (b))
52. Consider any request for a sabbatical leave, not otherwise included in the certificated bargaining agreement, as submitted by the County Superintendent for discussion and approval. (EC 1294)
53. Consider any request for any paid or unpaid leaves of absence, not otherwise included in the classified bargaining agreement, as submitted by the County Superintendent for discussion and approval. (EC 1295)
54. Consider any request by an employee or job applicant to appeal the decision made by the County Superintendent regarding a complaint filed pursuant to "whistleblower" statutes. (Gov't. Code 53296-53297)
55. Adopt and update the County Office Conflict of Interest Code as submitted by the County Superintendent. (Gov't. Code 87300)
56. Contract with and employ persons to furnish the County Board with special services and advice in financial, economic, accounting, engineering, legal or administrative matters. (EC 1042 (d))
57. Adopt rules and regulations governing the administration of the office of the County Superintendent. (EC 1042 (a))
58. Issue temporary teaching certificates to certificated employees for the purpose of authorizing salary payments. (EC 44332)
59. Consider plans submitted by the County Superintendent for the construction of any juvenile court classrooms and facilities. (EC 48645.6)
60. Consider along with the concurrence of the County Superintendent, the approval of any loan requested by a charter school that the County Board or the County Superintendent has supervisory and oversight responsibilities. (EC 1042 (f))

#### **C. Programs and Services**

61. Request the State Board of Education ("SBE") to waive all or any part of the Education Code or any regulation adopted by the SBE. (EC 33050)
62. Provide for the administration and operation of juvenile court schools. (EC 48645.2)
63. Adopt a course of study for juvenile court schools as recommended by the County Superintendent. (EC 48645.3)
64. Evaluate the educational program established for juvenile court schools. (EC 48645.3)
65. Annually select for the juvenile court and community school programs, State approved textbooks and instructional materials for grades K-8, for specific career and technical education courses. (EC 60200)
66. Adopt standards aligned textbooks and instructional materials for grades 9-12, as recommended by the County Superintendent. (EC 60400)
67. Establish and maintain an employer advisory board for ROP. (EC 52302.2)
68. Review biannually the career technical courses and/or program offered by ROP. (EC 52302.3)
69. Approve the program philosophy, goals and objectives of the child care and development program operated by the County Superintendent. (5 CCR 18271)
70. Consider establishing and maintaining one or more county community schools. (EC 1980)
71. Adopt a course of study for county community schools as recommended by the County Superintendent. (EC 1983)
72. Certify by resolution the compliance of curriculum in ROP with state course approval criteria. (EC 52309)
73. Adopt an annual school calendar for juvenile court schools as recommended by the County Superintendent. (EC 48645.3)
74. Consider the use of the county school service fund to provide emergency education funding for children residing in the county as recommended by the County Superintendent. (EC 1920)
75. Consider the use of the county school service fund to provide outdoor science education and youth conservation

training programs to students in the county as recommended by the County Superintendent. (EC 1780)

76. Consider the use of the county school service fund to provide technical, agricultural and natural resource conservation training to students in the county as recommended by the County Superintendent. (EC 1790, 1791)
77. Consider the use of the county school service fund to provide advisory services in school business administration and maintenance of school buildings and grounds as recommended by the County Superintendent. (EC 1945)
78. Consider entering into an agreement with any school or community college district within the jurisdiction of the County Superintendent, to provide under the direction of the County Superintendent, centralized in-service training program to certificated or classified employees of those districts or of the County Office. (EC 1946)
79. Consider the establishment of child development programs and centers as recommended by the County Superintendent and approved by the SPI. (EC 8321)
80. Consider the use of the county school service fund to provide classes to serve prisoners in county jail facilities as recommended by the County Superintendent and approved by the Board of Supervisors. (EC 1900)
81. Consider the use of the county school service fund to provide classes to serve prisoners in state correctional facilities pursuant to a contract with the Director of Corrections as recommended by the County Superintendent (EC 1259)
82. Consider the use of the county school service fund to provide for the supervision of instruction at elementary school districts as recommended by the County Superintendent. (EC 1730)
83. Consider the use of the county school service fund to provide for the supervision of attendance of students at elementary, high school and unified school districts, as recommended by the County Superintendent. (EC 1740)
84. Consider the use of the county school service fund for the provision of health services to districts as recommended by the County Superintendent. (EC 1750)
85. Consider the use of the county school service fund for the provision of guidance services to districts as recommended by the County Superintendent. (EC 1760)
86. Consider the use of the county school services fund for the provision of library services to districts as recommended by the County Superintendent. (EC 1770)
87. Consider the use of the county school service fund to prepare, with the cooperation of school and community college districts, courses of study and the development of curriculum and instructional materials as recommended by the County Superintendent. (EC 1720)
88. Consider the County Superintendent studying or joining with districts to study the future management, conditions, needs and financial support of the schools in the county as recommended by the County Superintendent, (EC 1260 (a))
89. Consider the membership of the County Superintendent in any society, association, or organization which has the purpose of promoting and advancing public education, as recommended by the County Superintendent. (EC 1260)
90. Consider the County Superintendent informing and making known to the citizens of the county the educational programs and activities of school districts in the county as recommended by the County Superintendent. (EC 1260 (c))
91. Consider providing inservice programs and coordinative services for district and community college governing boards in the county as recommended by the County Superintendent. (EC 1260 (e))
92. Consider installing and maintaining exhibits of educational programs and activities of school districts within the county at any county fair or agricultural fair in the county, as recommended by the County Superintendent. (EC 1260)
93. Consider as part of the countywide charter school petitioning process, entering an agreement with a third party to oversee, monitor and report to the County Board on the operations of the charter school. (EC 47605.6 (c))
94. Consider performing the supervisorial and oversight duties of a charter school located in the county that was approved on appeal by the SBE. (EC 47605 (k))
95. Consider contracting with the SBE to perform the oversight, monitoring and reporting duties on the operations of a statewide benefit charter school established by the SBE. (EC 47605.8)

#### **D. Petitions and Appeals**

96. Consider a petition submitted to the County Board to establish a charter school for the purpose of serving students for whom the County Office would otherwise be responsible for providing direct education and related services. (EC 47605.5)
97. Consider a petition submitted to the County Board to establish a countywide charter school for the purpose of providing instructional services to students that are not generally provided by a county office of education. (EC 47605.6)
98. Consider requests to materially revise the petition of a charter school authorized by the County Board. (EC 47605, 47605.6, 47607)

99. Consider requests to renew the petition of a charter school authorized by the County Board. (EC 47607)
100. Consider the revocation of a charter school authorized by the County Board. (EC 47607)
101. Act as the appeals board for the denial of charter school petitions by a district governing board. (EC 47605 (j) (1))
102. Act as the appeals board for the non-renewal of a charter school petition by a district governing board. (EC 47607 (a) (2))
103. Act as the appeals board for the revocation of a charter school petition by a district governing board. (EC 47607 (f))
104. Act as the appeals board for an interdistrict transfer attendance request denied by a district governing board. (EC 46601)
105. Act as the appeals board for a student expulsion ordered by a district governing board. (EC 48919)

Legal References:

CALIFORNIA CONSTITUTION  
Article IX, Sections 3.1, 7 County Board of Education  
EDUCATION CODE  
1006 Term limits  
1007 Elections  
1008 County Board member vacancy  
1011 Regular meetings  
1015 Voting  
1040 Duties of the County Board  
1042 Additional powers of the County Board  
1043 Transfer of functions from the Board of Supervisors  
1047 Eminent domain  
1080 Transfer of duties from the Board of Supervisors  
1081 Travel expenses  
1090 County Board member compensation  
1200 Travel Expenses  
1207 Fixing the salary of County Superintendent  
1209 Salary of County Superintendent  
1240 Duties of County Superintendent  
1259 Classes in state correctional facilities  
1260 Promotion of public education  
1279 Disposal of personal property  
1280 Budget revisions  
1281 Consultant contracts  
1294 Sabbatical leave  
1295 Classified employee leaves  
1302 Employee salary increases and retirement benefits  
1621 Budget reserve and designated fund balance  
1622 Annual budget  
1629 Appropriations limit  
1720-23 Preparation of course of study and curriculum  
1730-32 Supervision of instruction  
1740-42 Supervision of attendance  
1750-54 Health services  
1760-62 Guidance services  
1770-75 Library services  
1780-84 Conservation education  
1790-1809 Technical, agricultural and resource conversation schools  
1980 County community schools  
1983 Courses of study community schools and English Learners  
1900-1909.5 Education of county prisoners  
1920 Emergency education funding  
1945 Advisory services  
1946 Centralized in-service training programs  
4020 County committee on school district organization  
5094 Appointment to fill district board vacancy  
8321 Child development programs and centers

17150 Issuance of revenue bonds  
 33050 Waivers  
 33319.5 Implementation of authority of local agencies  
 35160-35160.1 Authority of County Board  
 41032 Acceptance of gifts  
 44332 Temporary teaching certificates  
 44422 Suspension or revocation of a credential  
 46601 Interdistrict attendance appeals  
 47604.32 Duties of chartering authority  
 47604.33 Local Control and Accountability Plan updates  
 47605 Charter school appeals and contracts for oversight  
 47605.5 County Office charter petition  
 47605.6 Countywide charter petition  
 47605.8 Statewide benefit charter schools  
 47607 Charter school renewal and revocation appeals  
 47607.3 Technical assistance to charter schools  
 48321 County school attendance review boards  
 48645.2 Juvenile court schools  
 48654.3 Juvenile courts schools courses of study and school calendar  
 48645.6 Construction of juvenile court school facilities  
 48919 Expulsion appeals to County Board  
 52055.750 QEIA charter schools  
 52067 Update of Local Control and Accountability Plan  
 52068 Adoption of Local Control and Accountability Plan  
 52302.2 Employer advisory board  
 52302.3 Review of career technical courses  
 52309 Certification of curriculum  
 52310.5 Governing board of ROP  
 60119 Sufficiency of textbooks and instructional materials  
 60200 Selection of instructional materials  
 60400 Adoption of instructional materials

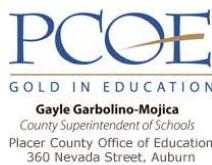
**ELECTIONS CODE**  
 9603 Advisory elections

**GOVERNMENT CODE**  
 900-949 Claims against public entities  
 53096 Inapplicability of city or county zoning ordinance  
 53296-53297 Whistleblowers  
 53822-23 Long and short term borrowing  
 87300 Conflict of interest code  
 Common Core Funding Chapter 86, Section 85, Statutes of 2013(AB 97)

**CODE OF REGULATIONS, TITLE 5**  
 17433 Travel expenses  
 18271 Child Care and Development Program

**ATTORNEY GENERAL OPINIONS**  
 61 Ops. Cal. Atty. Gen. 384 (1978)  
 62 Ops. Cal. Atty. Gen. 356 (1979)

08-10-2006	Adopted
02-24-2011	Review by Board Policy Committee
03-03-2011	Review by Board of Education
03-10-2011	Adopted
04-05-2011	Review by Board Policy Committee
04-14-2011	Adopted
10-10-2013	Review by Board Policy Committee
11-14-2013	Adopted
11-13-2014	Review by Board Policy Committee
12-11-2014	Adopted
09-08-2015	Reviewed by Board Policy Committee
10-08-2015	Adopted



Book	PCOE Policies
Section	Administration
Title	Roles and Responsibilities of the Superintendent
Code	1000 Superintendent Policy
Status	Active
Adopted	November 13, 2014
Last Revised	January 7, 2015

The Placer County Superintendent of Schools manages the Placer County Office of Education, operates the education programs and services of the county office, and supports the financial and academic stability of school districts located in Placer County. In 1849, the position of county superintendent was first established in Article 9 of the State Constitution as an ex officio duty of the county assessor. The position became elected in 1856 and in 1879, the new California Constitution included the county superintendent of schools as a constitutional officer. (CA Const. Art. 9, Sec. 3) The county superintendent is also an officer of the county as provided for in Government Code Section 24000 (k).

The roles and responsibilities of county superintendents are generally provided for in the California Constitution, in the California Education Code ("EC"), and in Title 5 of the California Code of Regulations ("CCR"). In addition, EC Sections 35160 and 35160.1 permit county superintendents to initiate and carry on any program or activity, or otherwise act in any manner not preempted by, or in conflict or inconsistent with any law, or with the purposes that county offices of education exist.

**Major roles of the County Superintendent include:**

- Managing the Placer County Office of Education
- Superintending the schools of the county
- Performing the AB 1200 fiscal oversight for districts in the county
- Reviewing and approving district Local Control Accountability Plans
- Providing fiscal and academic assistance to districts in the county
- Working with the Placer County Board of Education to establish the direction and priorities of the county office and to provide leadership in support of public education

**To fulfill his/her role as the superintendent of schools of Placer County, it is the responsibility of the Placer County Superintendent to, consistent with state and federal law, to exercise his/her discretion to:**

**A. Governance**

1. Initiate and carry on any program or activity for the purposes that county offices of education exist in a manner not preempted by, or otherwise inconsistent with or in conflict with any law (EC 35160, 33319.5)
2. Serve as ex-officio secretary and executive officer of the county board (EC 1010)
3. Serve as secretary of the County Committee on District Organization (EC 4012)
4. Appoint district members to a county school attendance review board following their nomination by their respective governing boards (EC 48321)

5. Convene at the beginning of each school year a meeting of a county school attendance review board to promote interagency and community cooperation (EC 48321)
6. Publish district budget hearing notices (EC 42103)
7. Accept school district trustee resignations (EC 5090)
8. Call district trustee and county board member elections including elections to fill vacancies (EC 5302, 5091)
9. Call elections to approve district re-organizations (EC 35710, 35710.51)
10. Assist districts with the re-organization petitioning process (EC 35700.1)
11. Accept district re-organization petitions and review for sufficiency (EC 35704)
12. Keep official records of district boundaries (EC 2600)
13. Appoint to a successor redevelopment agency oversight board a member to represent the schools in Placer County (H & S Code 34179)

**B. Management and Operations**

14. Prepare and submit the annual budget to the county board for adoption (EC 1621)
15. Approve interim budget reports (EC 1240 (I) (A))
16. Prepare and file with the county auditor an annual anticipated itemized estimate of revenue and expenditures following approval by the county board (EC 1042 (b))
17. Submit the county office budget adopted by the county board to the State Superintendent of Public Instruction ("SPI") (EC 14050)
18. Approve budget revisions of \$25,000 and under (EC 1280)
19. Contract with consultants when it does not constitute a budget revision of \$25,000 or more (EC 1281 (b))
20. Approve salary increases and bonuses for employees of less than \$10,000 (EC 1302 (a))
21. Execute warrants for county office and county committee operations (EC 1604, 42636)
22. Hire certificated and classified employees (EC 1293-1294.5, 1311)
23. Grant requests for sabbatical leaves, not otherwise included in the certificated bargaining agreement, with approval of the county board (EC 1294)
24. Grant leaves of absence, not otherwise included in the classified bargaining agreement, with the approval of the county board (EC 1295)
25. Sunshine collective bargaining proposals (Gov't Code 3547)
26. Disclose major provisions of collective bargaining agreements and certify that the costs incurred by the county office can be met during the term of the agreement (Gov't. Code 3547.5)
27. Ratify employee collective bargaining agreements (PERB Order No. 323)
28. Develop and implement courses of study for county office schools (EC 1986, 48645.2)
29. Appoint Parent and English Language Learner Advisory Committees (EC 52069)
30. Develop and submit the budget for county board approval implementing the Common Core academic standards (Chapter 86, Sec. 85 (d), Statutes of 2013 (AB 97))
31. Develop and present the Local Control Accountability Plan ("LCAP") and updates to the county board for adoption (EC 52066)
32. Dispense personal property of the county office worth \$25,000 or less (EC 1279 (b))
33. Hold title to property purchased with county school service funds by the county superintendent (EC 1605)

34. Destroy county office records (EC 1246)
35. Investigate interdistrict appeal requests (EC 46601)
36. Approve with the concurrence of the county board, any loan requested by a charter school that the county superintendent or the county board has supervisory and oversight responsibilities (EC 1042 (f))

**C. Programs and Services**

37. Develop a plan with district superintendents to provide services to expelled students enrolled in county community schools (EC 48926)
38. Operate County Community schools established by the county board (EC 1986)
39. Operate Juvenile Court schools as provided for by the county board (EC 48645.2)
40. Provide services to direct service districts (EC 1700)
41. Approve non-bid, emergency contracts approved by school districts (Pub. Cont. 20113)
42. Provide fiscal, budgetary and data processing services to fiscally accountable districts (EC 42650)
43. Initiate and submit a countywide plan for special education to the SPI demonstrating the coordination of all the local plans for special education in the county (EC 56140 (a), 56022)
44. Join with districts in the county which elect to submit to the SPI a local plan or plans for special education (EC 56140 (d))
45. Establish with the board of supervisors the child care and development council (EC 8499.3)
46. Operate a professional development institute for teachers countywide (EC 1278)
47. Organize administrator trainings and evaluation (EC 44682)
48. Coordinate with county board approval, various services for districts including library, audio and visual, health and guidance services (EC 1750, 1760, 1770, 1830)
49. Provide with county board approval, the supervision of instruction at elementary districts and for the supervision of attendance at school districts (EC 1730, 1740)
50. Prepare with the cooperation of school and community college districts, courses of study and the development of curriculum and instructional materials as approved by the county board (EC 1720)
51. Provide advisory services in school business administration and maintenance of school facilities and grounds as approved by the county board (EC 1945)
52. Contract with any school or community college district within the jurisdiction of the county superintendent to provide, with the approval of the county board, centralized in-service training programs to employees of those districts or of the county office (EC 1946)
53. Study or join with districts to study the future management, conditions, needs and financial support of the schools in the county as approved by the county board (EC 1260 (a))
54. Inform and make known to the citizens of the county about the educational programs and activities of districts in the county as approved by the county board (EC 1260 (c))
55. Provide inservice programs and coordinative services for district and community college governing boards as approved by the county board (EC 1260 (e))
56. Examine pay orders and issue warrants for school districts (EC 42636, 42639)
57. Prescribe with approval of the county board, the county auditor and the SPI, an alternate payroll procedure for designated districts (EC 42646)
58. Establish with the approval of the State Compensation Fund and with the consent of local school districts, a group Workers' Compensation Fund (EC 1252)
59. Provide classes or schools to prisoners in county jail facilities with the approval of the county board and the board of supervisors (EC 1900-1909.5)

60. Provide classes to prisoners in correctional facilities pursuant to an agreement with the Director of Corrections and with the approval of the county board (EC 1259)
61. Contract with a district outside the county to serve the district's expelled students (EC 48916.1)
62. Contract with districts, with county board approval, to provide outdoor science education and youth conservation education training programs (EC 1780, 8765)
63. Provide technical, agricultural and natural resource conservation training to students in the county with the approval of the county board (EC 1790)
64. Contract with the SPI to supply services to migrant children (EC 54444)
65. Establish and maintain, with the approval of the county board and the SPI, child development programs and centers (EC 8321)
66. Provide with county board approval, emergency education funding for children residing in the county (EC 1920)
67. Provide for the operation of a district school if a school board neglects or refuses to do so. (EC 1256)
68. Establish and maintain a Regional Occupational Program with the consent of the State Board of Education ("SBE") (EC 52301)

#### **D. General Oversight of Districts**

69. Visit and examine the schools of the county (EC 1240 (c) (1))
70. Enforce the course of study (EC 1240 (h))
71. Determine the status of the sufficiency of state adopted/aligned textbooks and instructional materials in schools of the districts (EC 1240.3)
72. Monitor and review district credential assignment practices (EC 44258.9)
73. Investigate school and district efforts to ensure that any teacher serving in an assignment requiring a specific certificate or training obtains or completes the requirement ( EC 44258.9 (b) (2))
74. Monitor low performing schools (EC 1240 (c) (2) (I-L))
75. Monitor annually schools receiving QEIA funding (EC 52055.740)
76. Maintain the responsibility for the fiscal oversight of each school district in the county as provided for in law (EC 1240 (b))
77. Review and comment on non-voter approved debt approved by school districts (EC 17150.1)
78. Transmit to the county auditor by August 15, the amounts to be levied on the property tax rolls of each school district for purposes that exceed state apportionments, when those amounts are calculated by the county superintendent (EC 42127 (b))
79. Exercise duties and oversight of a re-organized school district until the district is legally able to exercise authority (EC 42127.6 (j))
80. Approve the fiscal accountability status of a school district enabling the district to draw warrants on the county treasury (EC 42650)
81. Audit at any time the expenditures and internal controls of a fiscally accountable school district (EC 1241.5 (b))
82. Revoke or suspend the authority to draw warrants of fiscally accountable districts that have a qualified or a negative certification (EC 42652)
83. Audit the expenditures and internal controls of districts and charter schools suspected of fraud, misappropriation of funds (EC 1241.5 (c))
84. Investigate and monitor charter schools based upon a written complaint or other information that justifies an investigation (EC 47604.4)
85. Verify the mathematical accuracy of district annual receipts and expenditure statements and submit them to the SPI on or before October 15 (EC 42100)

86. Review district collective bargaining disclosure statements (Gov't Code 3547.5)
87. Review and approve district LCAPs (EC 52070)
88. Provide technical assistance to districts requesting or not meeting their LCAP goals (EC 52071)
89. Request the SPI to arrange technical assistance for a charter school located in the county that is not meeting student outcomes established in the LCAP (EC 52074)
90. Post on the county office website the LCAP approved by the county board, district LCAPs and updates or links thereto as approved by the county superintendent, and transmit them to the SPI (EC 52065)
91. Determine whether a district meets its budgetary obligations due to student transfers out of the district and into a district of choice (EC 48307)
92. Consider performing the supervisorial and oversight responsibilities duties of a charter school located in the county that was approved on appeal by the SBE (EC 47605 (k))
93. Consider contracting with the SBE to perform the oversight, monitoring and reporting duties on the operations of a statewide benefit charter school established by the SBE (EC 47605.8)

**E. Fiscal Oversight of Districts**

94. Determine whether a district's budget complies with standards and criteria adopted by the SBE (EC 42127 (c) (1))
95. Determine whether a district's adopted budgets meets current and multi-year commitments (EC 42127 (c) (2))
96. Determine whether a district's adopted budget includes expenditures necessary to implement the LCAP approved by the county superintendent (EC 42127 (c) (3))
97. Determine whether a district's adopted budget includes an ending fund balance that exceeds the minimum reserve for economic uncertainty (EC 42127 (c) (4))
98. Determine whether to exempt a district from the minimum ending fund balance requirement (EC 42127.01)
99. Approve, conditionally approve, or disapprove by August 15 the adopted budget of each school district (EC 42127 (d))
100. Submit a report to the SPI by October 8 identifying each district for which budgets have been disapproved or budget review committees waived (EC 42127 (h))
101. Notify the SPI and the district at any time during the year that a district's budget does not comply with the standards and criteria adopted by the SBE (EC 42637)
102. Notify the SPI and the district at any time during the year, and provide the basis for determining that the district is a "going concern" and may be unable to meet its financial obligations for the current or two subsequent years (EC 42127.6)
103. Notify the SPI and the district of any change made by the county superintendent to a district interim budget report certification (EC 42131 (a) (2) (A))

**F. Reporting Obligations**

104. Submit to the SPI student attendance credited to each school in the county (EC 1244)
105. Submit any reports as required by the SPI (EC 1245)
106. Report to the SPI the amount of miscellaneous funds annually received by districts that are deposited in their general fund (5 CCR 17260)
107. Report to the SPI miscellaneous funds a district has received including in lieu of taxes or income from bonuses or royalties (EC 41604, 5 CCR 17261)
108. Submit annually a report to Commission on Teacher Credentialing ("CTC") and to the California Department of Education summarizing the results of district assignment monitoring and review (EC 44258.9 (c))
109. Report each November on the monitoring of low decile schools to the county board, district governing boards, and the board of supervisors (EC 1240 (c) (2) (F))

110. Report quarterly to the governing boards with low decile schools the results of Williams monitoring activities (EC 1240 (c) (2) (H))
111. Report to the district, the state controller, the SPI, and the district attorney, any fraud or misappropriation of funds involving orders to withdraw funds (EC 42638)
112. Report to the CTC any certificated employee who knowingly and willingly reports false fiscal expenditures for an educational program (EC 1240 (n))
113. Submit reports on the fiscal stability of districts receiving emergency state loans (EC 41327.2)
114. Report to the SPI and the district by August 15 regarding the fiscal solvency of any district with a disapproved budget, a qualified or negative interim certification, or is a going concern due to fiscal uncertainty (EC 1240 (e))
115. Report annually to the county board and the board of supervisors, at the discretion of the County Superintendent, on the state of the schools in the Placer County (EC 1240 (c) (1))

*Legal References:*

**CALIFORNIA CONSTITUTION**

Article 9, Sec. 3, County Superintendent of Schools

**EDUCATION CODE**

- 1010 Ex-officio secretary and executive officer of the county board
- 1042 Annual estimate of revenue and expenditures and charter school loans
- 1240 General duties of the county superintendent
- 1240.3 Sufficiency of textbooks or instructional materials in district schools
- 1241.5 Audit of expenditures and internal controls
- 1244 Student attendance reports
- 1245 Reports to the SPI
- 1246 Records destruction
- 1252 Workers' Compensation
- 1256 Operation of school district
- 1259 Classes to inmates in prison
- 1260 Promotion of public education
- 1278 Professional development institute
- 1279 Disposal of personal property
- 1280 Budget revisions
- 1281 Consultants
- 1293-1294.5 Certificated employees
- 1295 Classified employee leaves of absence
- 1302 Salary and retirement increases and bonuses
- 1311 Classified employees
- 1604 County office and county committee warrants
- 1605 Title to property
- 1621 County office budget
- 1700 Direct service districts
- 1720-23 Preparation of courses of study and curriculum
- 1730-32 Supervision of instruction
- 1740-42 Supervision of attendance
- 1750-54 Health services
- 1760-62 Guidance services
- 1770-75 Library services
- 1780-84 Conservation education
- 1790-1809 Technical, agricultural and resource conservation schools
- 1830-36 Audio and visual services
- 1986 Operation of community schools
- 1900-1909.5 Education of county prisoners
- 1920 Emergency education
- 1945 Advisory services
- 1946 Centralized in-service training programs
- 2600 District boundaries
- 4012 Secretary of county committee
- 5090 Trustee resignations
- 5091 Election to fill board vacancies

- 5302 Trustee elections
- 8321 Child development programs and centers
- 8499.3 Child care and development councils
- 8765 Outdoor science and conservation education
- 14050 Submission of budget to SPI
- 17150.1 Non-voter approved debt
- 33319.5 Implementation of authority of local agencies
- 35160 Authority of county superintendent
- 35700.1 Reorganization petitions
- 35704 Sufficiency of petitions
- 35710 District re-organization elections
- 35710.51 District reorganization elections
- 41327.2 Reports on state loans
- 41604 Reporting miscellaneous funds
- 42100 District annual receipt and expenditure statements
- 42103 District budget hearing notices
- 42127 Fiscal oversight of district budgets
- 42127.01 Exemption from minimum reserve requirement
- 42127.6 Districts under financial distress
- 42131 Certification of interim reports
- 42636 Orders and warrants
- 42637 District budgets and standards and criteria
- 42638 Fraud and misappropriation of funds
- 42639 Pay orders, requisitions and warrants
- 42646 Alternate payroll procedure
- 42650 Services to fiscally accountable districts
- 42652 Revocation of fiscal accountability status
- 44258.9 Credential monitoring, investigating and reporting
- 44682 Administrator trainings
- 46601 Investigation of interdistrict appeals
- 47604.4 Investigation of charter schools
- 47605 Oversight of SBE charter schools approved on appeal
- 47605.8 Oversight of SBE statewide benefit charter schools
- 48307 Districts of choice
- 48321 County school attendance review boards
- 48645.2 Operation of juvenile court schools
- 48916.1 Out-of-county expelled students
- 48926 Plan for expelled students
- 52055.740 QEIA monitoring
- 52065 Posting and transmitting LCAPs
- 52066 Local control advisory plans
- 52069 Parent advisory committees
- 52070 Review of district LCAPs
- 52071 Technical assistance by the county superintendent
- 52074 Technical assistance by the SPI
- 52301 Regional Occupational Centers
- 54444 Migrant education
- 56022 County office defined for special education purposes
- 56140 Countywide and local special education plans
- Common Core Funding Chapter 86, Section 85, Statutes of 2013 (AB 97)
- GOVERNMENT CODE**
  - 3547 Sunshine of bargaining proposals
  - 3547.5 Collective bargaining disclosure statements
- HEALTH AND SAFETY CODE**
  - 34179 Successor redevelopment agencies
- PUBLIC CONTRACT CODE**
  - 20113 Emergency contracts
- CODE OF REGULATIONS, TITLE 5**
  - 17101-17436 County Superintendents
- COURT DECISIONS**
  - Neumarkel v. Allard (1985) 163 Cal App. 3d. 457
  - Polster v. Sacramento County Office of Education (2009) 180 Cal. App 4th 649
- ATTORNEY GENERAL OPINIONS**
  - 65 Ops. Cal. Atty. Gen. 305 (1982)
  - 72 Ops. Cal. Atty. Gen. 25 (1989)

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS  
Alameda County Board of Education, PERB Order No. 323 (1983)

Approved: 11/13/2014  
Revised: 01/07/15

Placer County Board of Education  
Governance Calendar

		Job Areas	July	August	September	October	November	December	January	February	March	April	May	June
<b>Section 1</b> Governing	<b>Setting Direction</b>	Review Vision Mission & Goals (A); Progress on Goals (I)	Attend CBOE Annual Conference			Attend CSBA AEC Conference; Annual Reorganization Meeting (A)	Set Date for Annual Org Meeting (A)	Governance Retreat Planning (I); President Recognition	Governance Retreat; Attend PCBA Outzoning Meeting (A)	Board Workshop - Appellate Roles (I); Trustee Workshop; TENTATIVE	Conduct BOE Self-Governance Retreat Planning (I); Resolution Authorizing Consolidated Nov Election (every 2 yrs)	Review BOE Self-Governance Evaluation (2023); Mid-Year Review of Goals (D)		
	<b>Policy</b>	Policy Committee Meeting (A); Review Conflict of Interest Code (every 2 years); Obsolete Policies (A)			Policy Updates (A/C); Policy Committee Meeting (A)	BB 9600 Superintendent Compensation (A)	Prior to new term	Policy Committee Meeting (A)	Policy Updates (A/C)	Policy Committee Meeting (A)	Policy Updates (A/C)	Policy Updates (A/C)		
<b>Section 1</b> Interdistrict, Especial & Charter Appeals														
<b>Section 2</b> Programs & Operations	<b>Student Achievement &amp; Learning</b>		Adequacy of Instructional Materials-CCS (A); History, Social Science Adoption Timeline (I)	Annual Attendance Supervisor Certifications (C/A)	Annual Attendance Certifications (C/A)	William's Monitoring Schools Report (I); - CASP/BCAC Report (I)		SAC Approval (A/C); Review CA Dashboard Data (I);	Progress Toward LCAP Goals (I)	School Plan for Student Achievement, if needed (A/C); CCS Academic Calendar (A/C)		Approve LCAP (PH& A) Both Charter and Court; Plan for Exemplified Students every 3 yrs (last 2021) (A); UN/TK - Support County & PCOE Plans (I);		
	<b>Finance</b>		Quarterly Report of Investments (I); Retire Actuarial Report (every 2-3 years, last in 2021)	ConnApp (A/C); Surplus Property Report (A/C)	Budget Revision (A); GAIN Limit (A); Surplus Property Report (A/C);	1st Interim Report (I); GASB 74/75 OFEB Multi-Year Plan (I)	Approve Budget Calendar (A); Audit Report (I); Surplus Property Report (A/C)	Budget Workshop (I); 2nd Interim Report (I); Budget Revisions (A); Quarterly Report of Investments (I)		Annual Investment Update (A); Budget Development Quarterly Report (A/C)	Health Insurance Update (A); Budget Development Quarterly Report (A/C)	Approve Budget (PH & A); Education Protection Funds (A); 3rd Interim Report (A); COE Annual Plan for LCAP Support (I)		
<b>Section 2</b> Facilities														
<b>Section 3</b> Community Engagement	<b>Charter Schools</b>													
	<b>Department &amp; Program Updates</b>	Williams Quarterly Report Apr-Jun (I); TOCs Jan-Jun (I)	Annual ECE Update (I); Textbook Adoption Plan (I)	Williams Quarterly Report Jul-Sep (I); Credential Program Update (I)	Wellness Update (I)	Differentiated Assistance (I)	Williams Quarterly Report Oct-Dec (I); TOCs Jul-Dec (I)	HSS Update	Williams Quarterly Report Jan-Mar (I)	Charter Oversight Report & Presentations-Pathways & Achievement (A/I)				
<b>Section 3</b> Community Engagement														
<b>Section 3</b> Community Engagement	<b>Community Relations</b>	Recognize PCOE Community and Business Partners (2023)		Recognize PCOE Employees of the Year; Community Leader Breakfast		Recognize PCOE Community and Business Partners		Recognize Aca Deca Winners	Recognize Spelling Bee Winners	Progress on Board Recognition (I)				
	<b>Advocacy</b>										Legislative Advocacy (I)			



**Tuesday, June 1, 2021**

**NEW TEMPLATE - DRAFT 2: Board of Education Regular Meeting, 5 P.M. | Burns Room  
| 360 Nevada Street, Auburn CA 95603 |**

**Accommodating Those Individuals with Special Needs:**

**In compliance with the Americans with Disabilities Act, the Placer County Office of Education encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact Suzie Arcuri, Executive Assistant, at (530) 889-5941 at least 48 hours in advance of the meeting you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.**

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**1. OPENING ITEMS**

1.1 Call to Order and Roll Call

1.2 Pledge of Allegiance

1.3 Public Comments - This is the time in which anyone in the audience may address the Board on any items not on the agenda. Comments will be limited to three (3) minutes unless the Board agrees to extend the time beyond three (3) minutes. Members of the public utilizing a translator to address the Board shall be limited to six (6) minutes unless the Board agrees to extend the time beyond six (6) minutes. The Board has the discretion to restrict public comments to those matters it deems relevant to its subject matter jurisdiction.

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**2. SETTING DIRECTION**

2.1 ACTION: Approve Board Policy(s)

2.2 New and/or Revised Superintendent Policies and Regulations (Report)

2.3 Ad Hoc Committee Update (Information)

2.4 ACTION: Governance Retreat Planning

2.5 Placer County Board of Education Governance Calendar (Information)

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**3. PROGRAM AND OPERATIONS - CONSENT AGENDA**

3.1 ACTION: Approve Consent Agenda Items [list item numbers here] (Single Motion Needed)

3.2 Minutes: ----- Regular Board Meeting

3.3 Surplus Property Report

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**4. PROGRAM AND OPERATIONS**

4.1 Williams Quarterly Report (Information)

4.2 Temporary County Certificates (Information)

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**5. COMMUNITY ENGAGEMENT**

5.1 Special Presentation (Information)

5.2 Correspondence (Information)

5.3 County Superintendent of Schools Activities Involving the County Office of Education (Report)

5.4 Board Members Comments (Report)

5.5 Future Agenda Items As Suggested by Members of the Board of Education (Discussion)

**6. CLOSED SESSION - HEARINGS (Education Code 35146 To consider any action involving a student where disclosure of information would violate the privacy of student records protected from disclosure by state or federal law.)**

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6.1 (Time Approximate 6:05 PM) Appeal of the Denial of an Interdistrict Attendance Transfer from the ---- School District to the ---- School District for Student 2022-##

6.2 Reconvene to Open Session

6.3 Report of Action Taken in Closed Session

**7. ADJOURNMENT**

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7.1 Adjourn the Meeting

7.2 The Next Regular Meeting of the Placer County Board of Education will be held on ---- at 5:00 p.m. (Information)



## PLACER COUNTY BOARD OF EDUCATION “NORMS” FOR CONDUCT OF MEMBERS

1. RESPECT BOARD DECISIONS
2. TREAT WITH COURTESY
3. ADDRESS CONFLICTS
4. AVOID SURPRISES
5. MODEL PRODUCTIVE AND COLLABORATIVE DELIBERATION
6. EXPECT EXCELLENCE IN OUR WORK

Adopted: July 11, 2013  
Revised: August 9, 2014  
Adopted: September 18, 2014  
Adopted: November 12, 2015  
Adopted: August 9, 2018  
Reviewed: August 10, 2019  
Revised: November 18, 2021