

**Meeting of
Madera County Board of Education
Tuesday, April 14, 2026
3:30 p.m.**

This meeting will be held at
1105 South Madera Avenue, Conference Room 5
Madera, CA 93637

AGENDA

Reasonable Accommodation for any Individual with Disability – Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Madera County Board of Education, may request assistance by contacting the Office of the Madera County Superintendent of Schools. All documents pertaining to open session agenda items are available to anyone upon request from the office at 1105 South Madera Avenue, Madera, CA 93637; Telephone: (559) 662-6274; FAX (559) 673-5569.

1.0 Call to Order

1.1 Flag Salute

2.0 Consideration of Minutes

2.1 Regular Meeting March 10, 2026 (Action) [Board]

3.0 Adoption of Board Agenda

(Action) [Board]

4.0 Information

4.1 Public Comment

[This time is offered to members of the public wishing to address the Board on matters under the jurisdiction of the Board, but not listed on the agenda. Board members may listen to but not discuss matters not on the agenda. (G.C. 54954.2) The Board will not take action on any items presented under public comment. Speakers are limited to 3 minutes.]

4.2 Letters and Communications

[Protzman]

4.2.1 Awards of Excellence

4.2.1.1 Eliana Cantu, Matilda Torres High School
Outstanding Defense Pretrial Attorney,
California Mock Trial

4.2.1.2 Hope Judd, Glacier High School
Second Highest Score Overall in
Scholastic Division IV and Bronze
Medals in Art & Literature, California
Academic Decathlon

4.2.1.3 Ian Judd, Glacier High School
Highest Scoring Student on the Glacier

Team and Bronze in Science, California
Academic Decathlon

- 4.3 Non-School Sources [Protzman]
- 4.4 Madera County School Boards Association (MCSBA)
Executive Committee Meeting Report [Deniz]
- 4.5 Madera County Foundation Board Report [Marsh]
- 4.6 Member Report(s) [Member]
- 5.0 Information from the Superintendent and Staff**
- 5.1 MCSOS Williams Quarterly Report [Drake]
- 5.2 Student Events [Winter]
[Presentation of student events throughout the year.]
- 5.3 Math Curriculum [Cogan]
[Update on math curriculum and future math adoption.]
- 6.0 Old Business**
- 6.1 Review, Discussion, and Approval of Bylaws [Board]
[Revisions to Bylaws to reflect changes in laws,
legislation, and best practices] **(Action)**
- 7.0 Closed Session**
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Code Section 54956.8
- 7.1 Property: 901 S. Madera Ave., Madera, CA
- MCSOS Negotiators: Tricia Protzman, Superintendent, Marisol Verduzco,
Chief Business and Administrative Services Officer, and David A. Soldani
- Party with Whom MCSOS is Negotiating: Camarena Health and Matthew
Nutting, Esq.
- Update on Completed Real Property Transaction: Escrow Closed
- 8.0 New Business**
- 8.1 Consideration Issuance of Temporary County Certificates [Casarez]
[Ratification of Temporary County Certificates
issued previous month] **(Action)**

- 8.2 Consideration Disposition of Surplus/Obsolete Equipment
[Equipment to be declared obsolete and removed from inventory] (Action) [Verduzco]
- 8.3 Consideration of Apportionment of Forest Reserve
[Approval of apportionments to districts] (Action) [Verduzco]

9.0 Other

10.0 Adjournment

UNADOPTED

Minutes of Madera County Board of Education March 10, 2026

In Attendance: Danny Bonilla, Shelley Deniz, Tammy Loveland, Dianna Marsh, Wallace Nishimoto, Tricia Protzman, Executive Secretary

Absent: Cathie Bustos, Alfred Soares, Jr.

Also Present: Rosie Blanco, Joe Casarez, Donell Clark, Fred Cogan, Jessica Drake, Matthew Hernandez, Betty Klein, Dr. Cecilia A. Massetti, Jennifer Pascale, Tony Persons, Kellie Stiles, Dr. Elisa Torres-Barton, Marisol Verduzco, Christina Zakarian

1.0 Call to Order

1.1 Flag Salute

Vice President Marsh called the meeting to order at 3:30 p.m., followed by the flag salute.

2.0 Consideration of Minutes

2.1 Regular Meeting February 10, 2026

Vice President Marsh noted Shelley Deniz was marked as “Abstain” instead of “Absent” in the minutes.

Danny Bonilla moved to approve the corrected minutes of February 10, 2026, seconded by Tammy Loveland and carried by unanimous vote.

Ayes: Bonilla, Loveland, Marsh, Nishimoto

Noes: None

Abstain: Deniz

Absent: Bustos, Soares, Jr.

3.0 Adoption of Board Agenda

A correction to the cover letter for agenda item 8.7 will be made. The “Topic,” will be changed to read, “Consideration Adoption of 2026-2027 School Calendars.” The title for this item was correct on the agenda and did not need to be modified. There were no changes to the order of the agenda.

Shelley Deniz moved to adopt the agenda as presented, seconded by Danny Bonilla and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto

Noes: None

Abstain: None

Absent: Bustos, Soares, Jr.

4.0 Information

4.1 Public Comment

Vice President Marsh stated this time is offered to members of the public wishing to address the Board on matters under the jurisdiction of the Board, but not listed on the agenda. Board members may listen to but not discuss matters not on the agenda. (G.C. 54954.2) The Board will not take action on any items presented under public comment. Speakers are limited to three minutes.

No one came forward to address the Board.

4.2 Letters and Communications

4.2.1 Special Recognition: Matthew Hernandez

Superintendent Protzman introduced Matthew Hernandez. Mr. Hernandez won the Rotary District 5220 speech contest. He went on to compete in the area level competition and won second place.

Mr. Hernandez presented his award-winning speech to the Board. The speech centered on, "service above self." The Board presented Mr. Hernandez with an Award of Excellence.

Other items under Letters and Communications included:

- Careers in Education will be held March 17 from 1-5 p.m. This job fair is different from other school career fairs in that it provides opportunities for classified staff. Since positions are made available through EdJoin, participants will have an opportunity to create EdJoin accounts at the fair if they don't have one already. Pre-registration may be completed using the QR code on the flyer, however walk-ins are welcome.
- Mock Trial was held January 15, 20, 22, and February 11. Matilda Torres and Madera South high schools competed in the championship round with Matilda Torres winning the competition. Torres will move on to the State Mock Trial in Oakland on March 20 & 22.
- Glacier High School Charter won the Academic Decathlon in February and will be moving on to the state competition on March 19-22.
- Place winners in the Academic Pentathlon competition included: Mountain Home School - 3rd, Sherman Thomas - 2nd, and Wasuma - 1st place.

4.3 Non-School Sources

None

4.4 Madera County School Boards Association (MCSBA) Executive Committee Meeting Report

Mrs. Deniz reported MCSBA met in Chowchilla at Fairmead Elementary in the new multi-purpose room. Andrea Ball from the Ball/Frost Group, LLC presented legislative updates,

talked about the Governor's budget proposals, and noted that lots of change is on the horizon. The next meeting will be held on August 26th in the Golden Valley Unified School District. The topic will be, "AI and Its Effects on Mental Health in Adolescence."

4.5 Madera County Foundation Board Report

Mrs. Marsh stated she was unable to attend the meeting, however she had notes from Kristi Winter. Mrs. Winter reported that the Foundation has received \$24,000 in donations thus far. A CD was established using a \$50,000 bequeathal from Norma Maston. Only the interest earned is being used for scholarships. This year, the scholarship from this fund was \$5,000. ArtsFest will be held Saturday, May 2nd with Gallery Night on April 29th. Staff and board members will have an opportunity to vote for people's choice award. The STEM competition will be held at Madera Community College.

4.6 Member Report(s)

Mrs. Marsh congratulated Mrs. Protzman for running unopposed.

5.0 Information from the Superintendent and Staff

5.1 Adult Transition Program (ATP)

Ms. Drake introduced Special Education Program Director Tony Persons. Mr. Persons supervises the Deaf and Hard of Hearing (DHH) programs along with the Adult Transition Programs (ATP).

ATP is available to students with special needs who have not earned a diploma and are between the ages 18-22. Goals of the program include academics, functional life skills, vocational training, community engagement, and self-advocacy. MCSOS has 41 students in six classrooms at five locations: Chowchilla, Gould, Apollo, Liberty, & Yosemite. Some medically fragile students participate in ATP, however, they are not placed in work experience. Instead, they learn work skills in a classroom environment.

The WorkAbility program started in 1981. It provides services such as school-based preparatory experiences, career and work-based learning, and collaboration of youth development and leadership. WorkAbility is available to any student on an IEP between the ages 16-22. Work locations include Dollar General, Chowchilla Memorial Healthcare District, Myerwood Apartments, Valley Harvest Church, Round Table Pizza, Nishimoto Elementary School, Perko's Café, and Madera County Library. Recently, the program has begun featuring a student spotlight, which celebrates the successes students are having in the program.

5.2 The 2026 Brown Act Handbook

Mrs. Protzman provided the Board with copies of the latest version of the Brown Act Handbook.

6.0 Old Business

6.1 Review, Discussion, and Approval of Bylaws

Superintendent Protzman explained Dr. Massetti is helping to revise the policies and worked to review the Board Bylaws with the Ad Hoc Committee.

Dr. Massetti stated that MCBE BB 9022 Electronic Communications is a new Bylaw meant to address social media concerns related to board members.

Vice President Marsh asked about the use of “bond” in MCBE BB 9221 Filling of Vacancies. Dr. Massetti will obtain clarification and bring the policy back to the Board for review.

MCBE BB 9240 Development in Service stipulates Board members must complete an ethics training every two years. Mr. Soares, Jr., asked if the Board would be notified when their next training is needed. Dr. Massetti stated the next training must be completed by January 2027. The new requirement for financial training may be included with the ethics training.

Under the 9300 section, Dr. Massetti talked about MCBE BB 9321 Time, Place, Notification of Meetings, Teleconferencing. She explained the requirements for attending a meeting remotely, specifying that the location of where the Board member will be during the meeting must be included on the agenda. The Board member must post the agenda at the site. The public must have access to the location, which must be ADA compliant. She also reviewed the reasons and limitations for “Just Cause”. Lastly, she stated the board member must attend the meeting with both audio and visual connections. Should the technology be disconnected for any reason, the meeting would pause until the connection was restored.

Regarding MCBE BB 9250 Compensation, Benefits, and Reimbursement, Dr. Massetti explained legislation regarding this policy was passed in the 1980’s. Recently, legislation was revised. MCSOS is now considered a class four county, which provides a maximum compensation to Board members of \$1,000. Prior to the revised legislation, \$200 was the maximum compensation and Board members agreed to accept \$40 to meet the minimum requirements specified by SISC to collect insurance benefits. Board members discussed reasons for maintaining and increasing the compensation. Namely, they felt the monetary compensation was not a benefit for which they sought the position. Their interests were in having an impact on the lives of students throughout the county. After considering the effect the increase in compensation would have on the budget and the rising costs of travel, the Board agreed to increase Board member compensation to \$100.

Danny Bonilla moved to approve the suggested modifications to the Madera County Board of Education Bylaws, excluding MCBE BB 9221, seconded by Shelley Deniz and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto

Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

7.0 Closed Session

None

8.0 New Business

8.1 Consideration Review and Accept the 2024-2025 Audit Report

Christina Zakarian of Borchardt, Corona, Faeth, & Zakarian presented the 2024-2025 Audit Report, which has already been submitted to the State. Due to the Federal guidelines being released much later than usual (November instead of May), the report deadline was extended. Page one of the report is the Independent Auditor's Report showing MCSOS' financial statements as "present fairly" and the auditor has provided MCSOS with a "clean opinion."

Page four provides a summary of financial activity with comparison of the prior year.

Table one on page six shows the Net Position of MCSOS. All government funds including capital assets and long-term debts equal approximately \$57.6 million. There was an increase from one-time funds that have not been spent.

Page seven, table two shows an increase of about \$20 million in the Net Position.

Page nine shows the total capital assets including the Almond Avenue building project. The total long-term debt decreased due to the net pension liability. The total OPEB liability is about \$14 million.

Page 57 shows State mandated schedules. MCSOS' daily attendance has increased by fourteen ADA over the past two years. A decrease of 16 ADA is anticipated during fiscal year 2025-2026.

The Report on Compliance for Each Major Federal Program can be found on pages 66-67. Special Education and the educational academy were audited with no findings.

While performing an audit on District Funded County Programs, the auditor noted the average daily attendance reported on the Annual Report of Attendance for two districts of residents were incorrectly reported. The effect of the errors noted resulted in the Chowchilla Union High School District of Residence Annual ADA to be overstated by 0.087 and the Madera Unified School District of Residence Annual ADA to be understated by 0.087. The recommendation was to review with personnel who summarize attendance to ensure proper reporting on the Annual Report of Attendance.

Vice President Marsh thanked Ms. Zakarian for the thorough report.

Shelley Deniz moved to approve the Audit Report for 2024-2025 Fiscal Year, seconded

by Wallace Nishimoto and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

8.2 Consideration Issuance of Temporary County Certificates

Joe Casarez asked the Board to ratify the issuance of Temporary County Certificates (TCCs) from February 1-27, 2026. TCCs are issued in order to authorize the individual to work while the California Commission on Teacher Credentialing reviews their waiver request, emergency permit, initial and/or renewal credential application packet.

Tammy Loveland moved to ratify the TCCs, seconded by Danny Bonilla and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

8.3 Consideration Disposition of Surplus/Obsolete Equipment

Mrs. Verduzco provided a list of equipment declared obsolete. The list included laptops, a printer, and computers.

Shelley Deniz moved to approve the list of equipment declared obsolete, seconded by Danny Bonilla and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

8.4 Consideration Second Interim Report/Budget

Mrs. Verduzco explained there are three types of certifications: positive, qualified, and negative. MCSOS has a positive certification.

The Second Interim Report was prepared on the following assumptions:

- ADA continues to be conservatively presented.
- The COLA for 2025-2026 is 2.30%, 2.41% for 2026-2027, and 3.06% for 2027-2028.
- Step and Column increases are projected to be 1.5%.
- The PERS rates used are 26.81% for 2025-2026, 26.40% for 2026-2027, and 26.90% for 2027-2028. STRS rates will remain at 19.10% for the next 3 years.

Mrs. Verduzco reported the bulk of expenses goes toward salary and benefits. There have been savings due to vacant positions of approximately \$1 million. Books and supplies have increased by \$151,556. Capital outlay increased due to IT purchasing the Rubrik software and Special Education installing a new roof at Gould.

The multi-year projection shows a decrease in restricted funds. Due to risks associated with the Governor's 26-27 budget, LEAs are being told to exercise caution before budgeting for any increases other than the statutory COLA. LEAs should plan accordingly to maintain fiscal solvency and educational program integrity.

Danny Bonilla moved to accept the Second Interim Positive Certification as presented, seconded by Shelley Deniz and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

8.5 Consideration Educational Resources and Services Instructional Materials Recommendations

Rosie Blanco brought examples of the books to be included in the ERS. The list for approval had just over 30 books.

Tammy Loveland moved to accept the selections of Educational Resources and Services list of materials for inclusion in the County collection, seconded by Danny Bonilla and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

8.6 Consideration Transportation Plan 2025-2026

Home-to-School Transportation Reimbursement was implemented by Assembly Bill 181 and later amended by Assembly Bill 185. The bill provides up to 60% reimbursement funding for school districts and county offices of education based on the prior year eligible transportation expenditures and prior year Local Control Funding Formula (LCFF) transportation related add-on funding. To be reimbursed, a Transportation Plan describing the transportation services offered to students and how it will prioritize planned transportation services for students in transitional kindergarten, kindergarten, and any grades 1-6 inclusive, and students who are low income.

Wallace Nishimoto moved to approve the submission of the 2025-2026 Transportation Plan, seconded by Shelley Deniz and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto

Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

8.7 Consideration Adoption of 2026-2027 School Calendars

8.7.1 Endeavor Secondary (Juvenile Hall) & Voyager Secondary

8.7.2 Pioneer Technical Center/Madera County Independent Academy

8.7.3 Pioneer Technical Center – Chowchilla

8.7.4 Madera County Superintendent of Schools Special Education (Gould)

Danny Bonilla moved to adopt the 2026-2027 School Calendars, seconded by Tammy Loveland and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

8.8 Consideration of Official 2026 Delegate Assembly Ballot, County Delegate Region 10 (Mariposa, Madera, Fresno, and Kings Counties)

Shelley Deniz moved to vote for Marcy Masumoto, Fresno County Office of Education, as the County Delegate for Region 10, seconded by Danny Bonilla and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

8.9 Consideration and approval of the Madera County Independent Academy (MCIA) Charter Renewal

Vice President Marsh pointed out that the agenda's note for agenda item 8.9 stated the charter expires on June 30, 2025. The agenda should have read June 30, 2026.

Mr. Cogan reviewed the Charter Renewal Petition citing MCIA has a strong ADA, SBAC scores continue to climb, EL progress is growing, and students are showing improved results on reading at grade level. LCAP survey results show that parents and students are happy with the school. Over the last seven years, professional development has increased both in-house and externally.

Mr. Bonilla asked if parent involvement has increased. Mr. Cogan reported it has. Mrs. Marsh stated Mr. Cogan has much to be proud of.

Danny Bonilla moved to approve the Madera County Independent Academy Charter Renewal for a five-year term from July 1, 2026, to June 30, 2031, seconded by Shelley Deniz and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

9.0 Other

9.1 Spring Fling Event – May 7, 2026

Mrs. Protzman stated the theme for the event is MCSOS: The Best in the West. The event begins at 4 p.m. Board members planning to attend may RSVP to Jennifer Pascale.

10.0 Adjournment

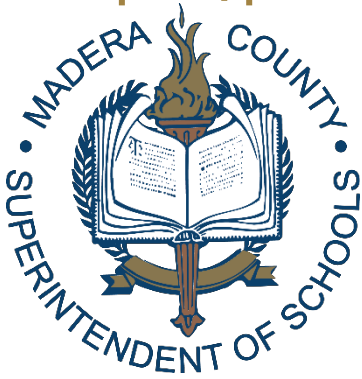
Shelley Deniz moved to adjourn the meeting, seconded by Tammy Loveland and carried by unanimous vote.

Ayes: Bonilla, Deniz, Loveland, Marsh, Nishimoto
Noes: None
Abstain: None
Absent: Bustos, Soares, Jr.

The meeting adjourned at 5:34 p.m.

Respectfully submitted,

Tricia Protzman
Executive Secretary



Tricia Protzman
Superintendent of Schools

Agenda Item 6.1

Board of Education Action Item April 14, 2026

Topic:

Review, Discussion, and Approval of Bylaws

Background:

The Ad hoc Committee of the Board met on April 7, 2026, to discuss and review suggested modifications to the Madera County Board of Education Bylaws. The bylaws were updated to reflect changes in laws, legislation and best practices. The proposed modifications to the policies are highlighted in the policies provided in the packet. A renumbering and reviewed section 9700 County Superintendent to 9800 in order to create a section on Charter Schools that will be presented at a future meeting.

Please note that the numbering on the bottom of the policies will be corrected after the Board's discussion and the policies are adopted. The policies for review, discussion and action are:

9200 MEMBERS

9221 Filling of Vacancies

9300 METHODS OF OPERATION

9320 Meetings

9322 Public and Closed Session Meetings

9325 Meeting Conduct

AR 9325.1 Meeting Conduct

AR 9325.2 Request to Address the Board

AR 9325.3 Order of Business

AR 9325.4 Construction of Agenda

AR 9325.5 Actions Taken by the Board

AR 9325.6 Minutes

9330 County Board/County Office Records Public Access

9340 Membership in Associations

9350 Member Participation in Conferences

9500 ELECTIONS

9510 Election Procedures

9520 Cost of Candidates' Statements

9700 renumbers to 9800 COUNTY SUPERINTENDENT

9701 to 9801 County Superintendent Remuneration

9705 to 9805 Filing County Superintendent Vacancy

Financial Impact:

To be determined upon action of the Board.

Resource:

Ad hoc Committee members of the Board:

- Tammy Loveland
- Wallace Nishimoto
- Alfred Soares, Jr.
- Tricia Protzman, Madera County Superintendent of Schools
- Dr. Cecilia A. Massetti, Retired Madera County Superintendent of Schools

Recommendation:

Board discretion to approve changes to Board Bylaws presented.

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- 9520** Cost of Candidates' Statements

9600 APPEALS

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9700 CHARTER SCHOOLS (proposed new section)

- 9701 Authorization of County Charter Schools (drafting)
- 9705 Appeals of District Decisions Regarding Charter Schools (drafting)

9700 **9800 COUNTY SUPERINTENDENT**

- ~~9701~~ **9801** County Superintendent Remuneration
- ~~9705~~ **9805** Filling County Superintendent Vacancy

Revised: August 9, 2022

Revised: 2026

BYLAWS OF THE BOARD

9200 MEMBERS

9221 – FILLING OF VACANCIES

Filling of Vacancies

MCBE BB 9221

There will be a vacancy on the County Board of Education for any of the following events before the expiration of the board member's term:

1. The death ~~of the Board Member~~ **an incumbent.**
2. A judgment (pursuant to legal proceedings) declaring that the incumbent is physically or mentally incapacitated due to disease, illness or accident and that there is reasonable cause to believe that ~~he/she~~ **the incumbent** will not be able to perform the duties of ~~his/her~~ **the office** for the remainder of ~~his/her~~ **the incumbent's** term.
3. Board member's resignation.
4. Board member's removal from office.
5. An incumbent shall be removed from ~~his/her~~ office if ~~he/she~~ **the incumbent** ceases to be an inhabitant of the trustee area which elected ~~him/her~~ **the incumbent.**
6. The absence of the Board member from the state without the permission required by law beyond the period allowed by law.
7. The Board member ceases to discharge the duties of ~~his/her~~ **a County Board member's** office for the period of three (3) consecutive months, except when prevented by sickness, or when absent from the state with the permission required by law.
8. Conviction of a felony or of any offense involving a violation of the Board member's official duties. A Board member shall be deemed to have been convicted under this subdivision when trial court judgment is entered.
9. ~~Refusal or neglect to file his/her~~ **the County Board member's required oath or bond** within the time prescribed.
10. The decision of a competent tribunal declaring void the Board member's election or appointment.
11. ~~The making of an order vacating the Board member's office or declaring his/her~~ **the Board member's office vacant when he/she** ~~the Board member fails to furnish an additional or supplemental bond.~~
- 12.11 Commitment of a Board member to a hospital or sanitarium by a court of competent jurisdiction as a drug addict, dipsomaniac, inebriate, or stimulant addict. The office shall not be deemed vacant until the order of commitment has become final.
- 13.12 Recall of the Board member pursuant to Elections Code Section 27000et seq.

- 44.13 Upon entry of judgment of removal pursuant to Government Code Section 3072 after initiation of proceedings pursuant to Code Sections 3060 et seq.
- 45.14 An accusation, in writing and supported by at least 12 grand jurors, against a member of the County Board of Education for willful or corrupt misconduct in office, shall, if the accused pleads guilty or refuses to answer the accusation, result in a judgment of conviction and the court shall order removal of the accused Board member from the County Board. If the accused denies all charges **he/she the Board member** shall be tried by a jury in the same manner as a trial on an indictment. If found guilty, the court shall order **his/her the Board member's** removal from the County Board.
- 46.15 The member becomes ineligible under Education Code 1006.
- 47.16 A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a County Board seat(s)

Legal Reference
<u>Education Code Sections</u>
1000 Election, Jurisdiction, Organization and Procedure
1006 Election, Jurisdiction, Organization and Procedure
1008 Election, Jurisdiction, Organization and Procedure
5090 Vacancies
5091 Vacancies
5092 Vacancies
5093 Vacancies
5094 Vacancies
5095 Vacancies
<u>Election Code</u>
2500 et seq. Election Management Systems
<u>Government Code</u>
1770 Vacancies
3060 et seq.
6235.5 General Provisions

Adopted: April 14, 1987
 Revised: July 30, 1996
 Reformatted: December 9, 2014
 Revised: November 10, 2020
 Revised: May 11, 2021
 Revised: 2026

BYLAWS OF THE BOARD

9200 MEMBERS

9221 – FILLING OF VACANCIES

Filling of Vacancies

MCBE BB AR 9221

The County Board of Education recognizes that a vacancy on the Board may occur before the expiration of a Board member's term of office.

Upon the county superintendent becoming aware of a vacancy on the Board, the superintendent shall consult with the Board president to review options to fill the open position.

The Board has the authority to fill the vacancy by a provisional appointment method, or have the county superintendent call a special election to fill the open seat.

Some of the considerations for a provisional appointment may be:

- ♦ Notice placed in local media
- ♦ Qualifications of applicants
- ♦ Application process
- ♦ Ad hoc committee to review applications
- ♦ Invitation of applicants for interview by the Board
- ♦ Resolution to "fill Board vacancy by provisional appointment and establish procedures for the appointment of a provisional Board member
- ♦ Public notice of Board appointment when vacancy is filled

Adopted: July 12, 2022

Revised: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9320 MEETINGS

Meetings

MCBE BB 9320

Regular Meetings

Meetings of the Madera County Board of Education are conducted for the purpose of accomplishing Madera County Board of Education business. In accordance with state open meeting laws (The Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during the meeting only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public.

The County Board of Education shall hold regular meetings according to a schedule adopted by the Board at the organization meeting, but in any case, not less often than once each month.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the Madera County Superintendent of Schools website on the Board of Education page.

A County Board of Education meeting exists whenever a majority of the Board members gather at the same time and location, including teleconference location as permitted by Government Code 54953, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the Madera County Board of Education.

Special Meetings (Non-Emergency)

Special meeting may be called by the president whenever necessary. On the written request of any three board members the president shall call a special meeting.

However, a special meeting shall not be called regarding salary, salary schedule, or other compensation of the County Superintendent.

All members of the County Board of Education and the County Superintendent shall be notified, by written notice delivered to them at least 24 hours in advance of the special meeting, and the purpose or purposes for which it is called. The notice also shall be posted on the Madera County Superintendent of Schools website on the Board of Education page. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of meeting and the business to be transacted or discussed. No other business shall be considered at this meeting.

Newspapers of general circulation in the county, radio stations and television stations, organizations, and property owners in the county who have requested notice of special meetings shall be notified by a mailing unless the special meeting is called less than one week in advance, in which case notice, including the business to be transacted, will be given by telephone during business hours or by email as soon after the call as practicable.

An agenda shall be prepared as specified for regular County Board of Education meetings and shall be delivered with the notice of special meeting to board members, together with supporting documents, if any. The agenda shall be ~~posed~~ **posted** according to law. The agenda for the special meeting may be mailed or emailed with the notice to news media, organizations and property owners, or the business to be transacted shall be stated in the notice.

Only those items of business listed in the agenda for the special meeting shall be considered at that special meeting. (MCBE BB9321)

Special **Emergency** Meetings (~~Emergency~~)

In the case of an emergency involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the County Board of Education may hold a special meeting without complying with the 24-hour notice requirement of Government Code Section 54956.

An emergency situation means any of the following:

1. A work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the County Board.
2. A crippling disaster, **mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the County Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the County Board.** ~~which severely impairs public health, safety, or both as determined by a majority of the members of the County Board of Education.~~

Except in the case of a dire emergency, the County Board President or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings.

~~Each local newspaper of general circulation and radio or television station which has requested notice of special meetings shall be notified by the president of the county board or the president's designee, one hour prior to the special meeting.~~ In the event that telephone services or email are not functioning, the notice requirement of one hour is waived, but the County Board or its designee shall notify, as soon after the meeting as possible, such newspapers, radio stations, or television stations of the holding of the meeting, and of any action taken by the Board.

No closed session may be held during an emergency ~~special~~ meeting, and all other rules governing special meetings shall be observed with the exception of the 24-hour notice. The minutes of the meeting, a list of persons the president or designee notified or attempted to notify, a copy of the roll-call vote, and any actions taken at such meeting shall be posted for a minimum of ten (10) days in a public place as soon after the meeting as possible.

Adjourned/Continued Meetings

A majority vote by the County Board of Education may ~~terminate~~ **adjourn or continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. at any place in the agenda, providing arrangements have been made to complete the items of business on the agenda at an adjourned meeting. Less** than a quorum of the Board may adjourn such a meeting. If no County Board of Education members are present, the Secretary of the Board may declare the meeting adjourned to a later time and shall give notice in the same manner required for a special meeting.

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be posted on or near the door of the place where the meeting was held.

Annual Organizational Meeting

The County Board of Education shall organize at a meeting held in each year by electing one of its members as president of the board. The meeting at which the organization is conducted shall be the first meeting on or after the second Friday in December.

Board members, before entering office, shall take and subscribe to the oath or affirmation set forth in Section 3 or Article XX of the Constitution of California.

Legal Reference

Education Code Sections

1009 Election, Jurisdiction, Organization and Procedure

1011 Election, Jurisdiction, Organization and Procedure, Meeting Times

1012 Election, Jurisdiction, Organization and Procedure, Special Meetings

1013 Election, Jurisdiction, Organization and Procedure, Quorum

Government Codes

54950 Meetings

54953 Meetings, Open Meetings

54954 Meetings

54956 Meetings, Special Meetings

54956.5 Meetings "Emergency Situation"

54957.9 Meeting Interrupted by a Group

Adopted: April 14, 1987

Revised: August 13, 1996

Reformatted: December 9, 2014

Revised: November 10, 2020

Revised: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9322 PUBLIC AND CLOSED SESSIONS MEETINGS

Public and Closed Session Meetings

MCBE BB 9322

Public Meetings

All meetings of the County Board of Education shall be open to the public, with the exception that closed sessions may be held for certain purposes specified in law, and the public may be excluded from such closed sessions.

Closed Sessions

Closed sessions will be held only in conformity with the provisions of the open meeting laws.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law.

The Board of Education shall disclose in open session the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered on the agenda.

County Board members shall not disclose confidential information received in a closed session unless the County Board authorizes the disclosure of that information.

After each closed session, but before adjourning the meeting, The County Board of Education shall reconvene in open and, when applicable, report closed session actions, the votes or abstentions and other disclosures.

Legal Reference
<u>Government Code</u>
54957 Meetings

Adopted: September 10, 1996
Reformatted: December 9, 2014
Reformatted: November 10, 2020
Revised: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9325 MEETING CONDUCT

Meeting Conduct

MCBE BB 9325

Meetings of the Board of Education shall be conducted by the president in a manner consistent with the adopted bylaws of the Board.

All Board meeting shall ~~commence~~ **begin** at the stated time and shall be guided by an agenda which will have been prepared and delivered in advance to all Board members and other designated persons **in accordance with the Ralph M. Brown Act (open meeting requirements) and all other applicable laws.**

The conduct of meetings shall, to the fullest extent possible, enable members of the Board to:

1. Consider **issues**, problems to be solved, weigh evidence related thereto, and make wise decisions intended to **address issues and solve the problems**,
2. receive, consider and take any needed action with respect to reports of accomplishment both as to students and as to County Office of Education operations

Legal Reference

Education Code Sections

32210 Willful Disturbance, Public Schools or Meetings

1040(a) Duties and Responsibilities

Government Codes

54960 Meetings

1126 Incompatible Activities

54957.9 Meetings

Adopted: April 14, 1987

Revised: September 13, 1994

Revised: August 13, 1996

Reformatted: December 9, 2014

Revised: November 10, 2020

Revised: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9325 MEETING CONDUCT

Meeting Conduct

MCBE BB AR 9325.1

Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies within the jurisdiction, shall be as follows:

1. Three minutes may be allotted to each speaker (~~chair~~ **president** determination) and a maximum of twenty minutes to each subject matter.
2. No boisterous conduct shall be permitted at any County Board meeting. Persistence in boisterous conduct shall be grounds for summary termination by the ~~chair~~ **president**, of that persons' privilege of address.

"Any person who willfully disturbs any public school or any public school meeting is guilty of a misdemeanor, and shall be punished by a fine of not more than ~~two hundred fifty~~ **five hundred** dollars (~~\$250~~ **\$500**)." (Government Code 32210)

The County Board President shall not permit an individual to actually disrupt a County Board meeting. Actual disruption by an individual or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the County Board chair to terminate the privilege of addressing the County Board for that meeting and remove the individual from the meeting. (Government Code 54957.95)

Prior to removal, the individual shall be warned that the individual's behavior is disrupting the meeting and that failure to cease the disruptive behavior may result in removal. If, after being warned, the individual does not promptly cease the disruptive behavior, the County Board President, or designee, may then remove the individual from the meeting. (Government Code 54957.95)

When an individual's behavior constitutes the use of force or a true threat of force, the individual shall be removed from a County Board meeting without a warning. (Government Code 54957.95)

Disrupting means engaging in behavior during a County Board meeting that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, a failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law, or engaging in behavior that constitutes use of force or a true threat of force. (Government Code 54957.95)

True threat of force means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat. (Government Code 54957.95)

Additionally, the County Board may order the room cleared when a group or groups of persons willfully interrupts so as to render the orderly conduct of the meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting. (Government Code 54957.9)

3. No oral presentation shall include charges or complaints against any employee of the County Superintendent of Schools regardless of whether or not the employee is identified by name or by another reference which tends to identify. As the employer, all charges or complaints against employees shall be submitted to the County Superintendent of Schools under provisions of the County policies.

It is explicitly recognized that California State Law requires that all actions of the County Board of Education shall be taken openly and that all its deliberation shall be conducted openly. In the event of willful interruption of a meeting of the County Board of Education by a group, the Board may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be heard in such session. Duly accredited representatives of the press or other news media shall be allowed to attend the session unless they are participating in the disturbance. The board may re-admit other persons not causing the disturbance.

Adopted: April 14, 1987

Revised: August 13, 1996

Reformatted: December 9, 2014

Revised: November 10, 2020

Revised: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9325 MEETING CONDUCT

Request to Address the Board

MCBE BB AR 9325.2

**Madera County Board of Education
Request to Address the Board
(Presentation limited to three (3) minutes)**

Board Meeting Date: _____
(Completion of this form is voluntary pursuant to Government Code 54953.3)

Name of Person Initiating Request: _____

Name or Organization (if any): _____

Address: _____

Telephone: _____

Matter to be Discussed: _____

Please submit to Superintendent's Executive Assistant prior to Board meeting.

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9325 MEETING CONDUCT

Order of Business

MCBE BB AR 9325.3

Regular Business Meeting

The County Board's business will be transacted in regular meetings in the order outlined below:

- 1.0 Call To Order
- 2.0 Consideration of Minutes
- 3.0 Adoption of Board Agenda
- 4.0 Information ~~and Proposal/Non-Action~~
 - 4.1 Public Comment
[This time is offered to members of the public wishing to address the Board on matters under the jurisdiction of the Board, but not listed on the agenda. Board members may listen but not discuss matters not on the agenda. (G.C. 54954.2) The Board will not take action on any items presented under public comment. Speakers are limited to 3 minutes.]
 - 4.2 Letters and Communications
 - 4.3 Non-School Sources
 - 4.4 Madera County School Boards Association (MCSBA) Executive Committee Meeting Report
 - ~~4.5 Communications Committee Report~~
 - 4.6 Madera County Foundation Board Report
 - 4.7 Member Report(s)
- 5.0 Information from the Superintendent and Staff
- 6.0 Old Business
- 7.0 Closed Session
- 8.0 New Business
- 9.0 Other
- 10.0 Adjournment

Accommodations for Access

The agenda shall include information regarding how, when, and to whom a request should be made if an individual requires disability-related accommodations or modifications,

including auxiliary aids and services, in order to participate in the county board meeting
(Government Code 54954.2)

Adopted: April 14, 1987
Revised: September 13, 1994
Reformatted: December 9, 2014
Revised: November 10, 2020
Revised: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9325 MEETING CONDUCT

Construction of Agenda

MCBE BB AR 9325.4

1. The Superintendent and Board President will prepare the agenda for each meeting.
2. Board members may contribute items to the agenda 24 hours prior to the mailing with notification to the President.
3. The agenda, with supporting data and minutes of the previous meeting, will be mailed so that the trustees will receive it by three days prior to the scheduled meeting.
4. At least 72 hours before each regular meeting, each County Board member shall be provided with a copy of the agenda and all related materials. Additional materials related to agenda items may be distributed to the County Board less than 72 hours before each regular meeting, as permitted by law.
5. The Superintendent and the Board President may allocate a time limit for presentation and discussion of each agenda item [**three minutes**]. The time limit may be changed by President determination.
6. Any requests for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year (Government Code section 54954.1)

Legal Reference
<u>Government Code</u>
54950 Meetings
54954.1 Meetings

Adopted: April 14, 1987

Revised: September 13, 1994

Reformatted: December 9, 2014

Revised: November 10, 2020

Revised: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9325 MEETING CONDUCT

Action Taken by the Board

MCBE BB AR 9325.5

It is the intention of the legislature of the State of California that actions of public bodies be taken openly and that their deliberations be conducted openly. The Madera County Board of Education, therefore, shall take no action outside of a regular or special public meeting of the Board except on those subjects and under those conditions described for closed sessions in Government Code Sections 54957 through 54957.6.

An action, as used here, means a collective decision made by a majority of the members of the County Board of Education, or a collective commitment by a majority of the members to make a positive or negative decision, or an actual vote by a majority of the members when sitting as the governing board, upon a motion, proposal, resolution, or order.

The County Board will, as required by GC 54957.1, publicly report immediately following closed session any action taken with the roll-call vote. No action will be taken on any subject unless that subject was listed in the agenda published for that meeting, except that in place of an agenda, the notice of a call for a special meeting shall specify the business to be transacted.

The County Board shall not adopt a resolution except where such adoption is required by law, or where the intent of the Board is to publish a status position of the Board, as in advising the legislature of the Board's attitude on a proposed law, or in commending staff members or other agencies for work well done.

All actions taken by the Board shall be clearly identified in the minutes of the Board meeting, as required in Education Code Section 35145(a).

<u>Legal Reference</u>
<u>Education Code Sections</u>
35144 Meetings
35145 Meetings
35146 Meetings
35164 Powers and Duties
39500-39503 No Requirement for First Refusal
<u>Government Codes</u>
54952.6 Meetings
54956 Meetings
54957.1 Meetings Report Closed Session Items
54957.2 Meetings Record Minutes of Closed Session

Adopted: April 14, 1987

Reformatted: December 9, 2014

Revised: November 10, 2020

Reviewed: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9325 MEETING CONDUCT

Minutes

MCBE BB AR 9325.6

Minutes

The County Superintendent, as secretary of the County Board of Education, shall keep minutes of all meeting of the Board. Copies of the proceedings shall be made for distribution to the Board members with the agenda for the next regular meeting. ~~The official minutes of the Board meeting and the master copy of the policy manual shall be kept in a fireproof vault.~~

Official county Board minutes and documents shall be stored in a secure location and shall be retained in accordance with law.

Any minutes or recordings kept for County Board meetings held in closed session shall be kept separately from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions are not public records (Government Code 54957.2)

Recording of Votes

Motions or resolutions shall be recorded as having passed or failed, and individual votes will be recorded. All resolutions shall be numbered for each fiscal year beginning July.

Maintaining the Minutes

The County Board minutes shall be maintained as outlined below:

1. Content - County Board procedure
 - a. The date, place, and type of each meeting
 - b. Members present and members absent by name, and whether a member is not present for part of the meeting due to late arrival and/or early departure
 - c. Call to order
 - d. Adjournment of the meeting
2. Content - County Board actions
 - a. Approval or amended approval of the minutes of preceding meetings
 - b. A brief summary of the County Board's discussion on each agenda topic
 - c. A summary for each agenda item, the specific language of the motion, including the roll-call record of the vote on a motion.
 - d. All County Board resolutions in complete context, numbered serially for each fiscal year.
 - e. A record of the superintendent's reports to the County Board.
 - f. Approval of all policies, Board-adopted regulations and bylaws.
 - g. A record of all delegations appearing before the Board.
 - h. The minutes shall be signed by the secretary.

<u>Legal References</u>
<u>Education Code Sections</u> 1011 County Board Meetings 1015 Recording Votes 35145(a) Meetings 35163 Powers and Duties 35164 Powers and Duties
<u>Government Code</u> 54957.1 Meetings Report Closed Session Items

Adopted: April 14, 1987
Reformatted: December 9, 2014
Revised: November 10, 2020
Revised: 2026

BYLAWS OF THE BOARD

9300 METHOD OF OPERATION

9330 COUNTY BOARD/COUNTY OFFICE RECORDS PUBLIC ACCESS

County Board/County Office Records Public Access

MCBE BB 9330

The County Superintendent's office shall make its records available to public inspection except employee records, students records and other records which may be exempted by law. The records shall be available during regular office hours.

In order for the office to ascertain whether or not requested information is or may be exempt from public access under the law and in order to meet requests in an efficient, orderly manner, all requests for information may, at the discretion of the Superintendent or a designee, be required in writing.

Approved records shall be provided to authorized persons in a timely manner and a place provided for them to examine the records provided. The office will take all necessary steps to ensure the security of the records and where necessary require the records to be examined in the presence of office personnel. **The County Superintendent or designee shall charge an amount for copies that reflect the direct costs of duplication in accordance with law.** ~~A charge of ten cents (\$0.10) per page will be levied for all copying. When access to records is denied, the party requesting access may appeal the decision to deny access to the County Board of Education.~~

Written requests to waive the fee shall be submitted to the County Superintendent or designee.

<p>Legal Reference</p> <p><u>Education Code Sections</u></p> <p>1040 Duties and Responsibilities; County Board of Education</p> <p>1240 Duties, Responsibilities, and General Powers</p> <p>35145 Meetings</p> <p>42103 Statements, Budget</p> <p>49060-49078 Pupil Records</p> <p><u>Government Codes</u></p> <p>6250-6270 General Provisions Inspection of Public Records</p> <p>81008 Disclosure</p>
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Adopted: April 4, 1987

Reformatted: December 9, 2014

Revised: November 10, 2020

Revised: 2026

BYLAWS OF THE BOARD

9300 METHOD OF OPERATION

9340 MEMBERSHIP IN ASSOCIATIONS

Membership in Associations

MCBE BB 9340

The County Board of Education shall ordinarily hold membership in and attend meetings of such local, state, regional, and national school board associations as may exist, and shall look upon such memberships as opportunities for inservice training.

Legal Reference
<u>Education Code Sections</u> 1095 Salaries and Expenses 1096 Salaries and Expenses

Adopted: April 14, 1987
Reformatted: December 9, 2014
Reformatted: November 10, 2020
Reviewed: 2026

BYLAWS OF THE BOARD

9300 METHODS OF OPERATION

9350 MEMBER PARTICIPATING IN CONFERENCES

Member Participation in Conferences

MCBE BB 9350

The Madera County Board of Education promotes professional development opportunities for its members within resources available. The Board considers attendance at Board meetings an important commitment for any member; therefore, the Board establishes the following guidelines for conference/workshop participation based upon the criteria which includes member attendance at Board meetings.

1. Each member requesting to attend a conference shall have met an attendance requirement of 75% of the preceding 12 months of Board meetings including special meetings.
2. To receive reimbursement of travel expenses, arrangements for conference fees and overnight accommodations shall be made through the office of the Madera County Superintendent of Schools in accordance with the approved travel policy.

Adopted: February 10, 1998
Reformatted: December 9, 2014
Revised: November 10, 2020
Revised: May 11, 2021
Reviewed: 2026

BYLAWS OF THE BOARD

9500 ELECTIONS

9510 ELECTION PROCEDURES

Election Procedures

MCBE BB 9510

County Board of Education election procedures shall be conducted in accordance with the Election Code of the State of California and the State Elections Code.

Legal Reference

Education Code Sections

1000 Election, Jurisdiction, Organization and Procedure
1006 Election, Jurisdiction, Organization and Procedure
1007 Election, Jurisdiction, Organization and Procedure
1008 Election, Jurisdiction, Organization and Procedure
1017 Election, Jurisdiction, Organization and Procedure

Adopted: April 14, 1987

Reformatted: December 9, 2014

Revised: November 10, 2020

Reviewed: 2026

BYLAWS OF THE BOARD

9500 ELECTIONS

9520 COST OF CANDIDATES' STATEMENTS

Cost of Candidates' Statements

MCBE BB 9520

It is the policy of the Board that the cost of producing written statements for candidates for the Board of Education shall be borne by the candidates. The office of the Madera County Superintendent of Schools shall bear no obligation in these costs.

The candidates' statements of qualifications shall be limited to 200 words. The costs of printing and distributing such statements shall be borne by the candidates who file them. Two meetings prior to the opening date for candidates to file for each election the Board shall affirm that each candidate who files a statement shall be required to pay in advance to the Registrar of Voters.

Adopted: April 10, 1990
Revised: May 9, 2000
Reformatted: December 9, 2014
Revised: November 10, 2020
Reviewed: 2026

BYLAWS OF THE BOARD

~~9700~~ **9800** COUNTY SUPERINTENDENT

~~9704~~ **9801** COUNTY SUPERINTENDENT REMUNERATION

County Superintendent Remuneration

MCBE BB ~~9801~~ 9704

The County Board of Education believes that the County Superintendent of Schools renders services that promote the success of students and of the County Office of Education and that anyone occupying the position should be fairly compensated for ~~their~~ **his/her** service. In accordance with law, the County Board shall fix the salary of the County Superintendent and may adopt a remuneration package that includes, but is not limited to salary allowances, sick leave, health and welfare benefits, and other benefits as appropriate. The County Superintendent shall receive reimbursement for **his/her** ~~their~~ actual and necessary traveling expenses.

Any discussion and/or action taken on the County Superintendent remuneration shall take place in open session at a regularly scheduled meeting of the County Board.

Any changes to the County Superintendent's salary, financial remuneration, or any benefit, for any reason, may only be made upon approval of the County Board after discussion at a regularly scheduled meeting of the County Board. (Education Code 1209, Government Code 54956)

The county superintendent shall possess the appropriate California credential to be placed on the county superintendent salary schedule.

A newly elected or appointed county superintendent will normally be placed on Step 1 of the superintendent's salary schedule recognizing the experience and duties of a county superintendent are different than those of a district superintendent.

The Board of Education president may meet annually with the county superintendent or at a minimum every other year for the purposes of considering an adjustment to the salary schedule.

The Attorney General has opined that a County Board may increase or decrease the County Superintendent's salary at any point during the term for which the County Superintendent was elected, but that any salary decrease may not be retroactive. Due to the conflict recognized by the Attorney General between the California Constitution and Education Code 1207, prior to decreasing a County Superintendent's salary, the County Board should first contact legal counsel.

The County Superintendent shall receive reimbursement for **his/her** ~~their~~ actual and necessary traveling expenses. (Education Code 1200, 1201)

Legal References

Education Code Sections

1200-1209 Appointment, Qualifications, Salary, and Expenses of County Superintendent

Government Codes

3511.1-3511.2 Local Agency Executives

53243.3-53243.4 Abuse of Office

54954 Time and Place of Regular Meetings

54956 Regular Meetings

54957 Closed Session Personnel Matters

California Constitution

Article 9, Section 3.1 County Superintendent Qualifications and Salaries

Court Decisions

Woodcock v Dick, (1950) 36 Cal 2d 146

Attorney General Opinions

61 Ops.Cal.Atty.Gen. 384 (1978)

61 Ops.Cal.Atty.Gen. 356 (1979)

Adopted: November 20, 2020

Revised: July 12, 2022

Revised: August 9, 2022

Revised and Renumbered: 2026

BYLAWS OF THE BOARD

~~9700~~ **9800** COUNTY SUPERINTENDENT

~~9705~~ **9805** FILLING COUNTY SUPERINTENDENT VACANCY

Filling County Superintendent Vacancy

MCBE BB ~~9805~~ **9705**

The Legislature of the State of California has given to county boards of education the power of appointment to fill any vacancy during the term of office of a county superintendent of schools.

The Madera County Board of Education seeks to have this authority in order to promote flexibility and responsiveness in the event of any vacancy during the term of office of the Madera County Superintendent of Schools and in compliance with requirements of Education Code Section 1042(e).

It is the policy of the Madera County Board of Education that the authority to fill any vacancy during the term of the office of the Madera County Superintendent of Schools shall be vested in the Madera County Board of Education. Any person appointed shall serve until the next regular gubernatorial election.

(cf. 9000 – Role of the Board)

LEGAL REFERENCE

Education Code:

- 1042 County boards, authority
- 1042(e)(1) Duties and responsibility

Government Code:

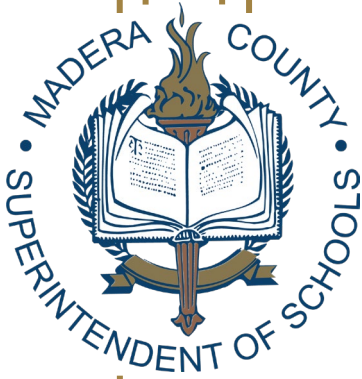
- 25304-25304.5 County officers; vacancies

California Constitution

- Article 9, Section 3 Education

Adopted: August 9, 2022

Reviewed and Renumbered: **2026**



Tricia Protzman
Superintendent of Schools

Agenda Item 8.1

Board of Education Action Item April 14, 2026

Topic:

Consideration Issuance of Temporary County Certificates.

Background:

Attached is a listing of the Temporary County Certificates (TCC) issued from March 1, 2026. TCC's are issued in order to authorize the individual to work while the California Commission on Teacher Credentialing reviews his/her waiver request, emergency permit, initial and/or renewal credential application packet.

Patricia M. Protzman, Madera County Superintendent of Schools or an assigned designee, approved and signed each certificate. The Board is now requested to ratify this action.

Financial Impact:

None

Resource:

Joe Casarez
Chief Human Resources Officer
Human Resources

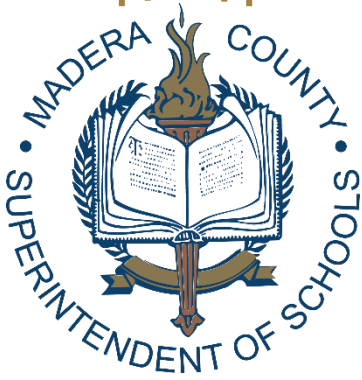
Recommendation:

It is recommended the Board ratify the issuance of Temporary County Certificates from March 1-31, 2026.

MADERA COUNTY SUPERINTENDENT of SCHOOLS

TEMPORARY COUNTY CERTIFICATES Issued 03/01/2026-03/31/2026

<i>Last Name</i>	<i>First Name</i>	<i>Credential Applied For</i>	<i>Valid Dates of TCC</i>	<i>Employing District</i>	<i>Date Issued</i>	<i>Application Type</i>
Belding	Teri	Administrative Services Credential	03/01/2026-04/01/2027	Madera USD	3/31/2026	Remainder of Time
Belding	Teri	Pupil Personnel Services Credential	03/01/2026-04/01/2027	Madera USD	3/31/2026	Renewal
Castellanos Verduzco	Ana	Multiple Subject Teaching Credential	08/01/2026-09/01/2027	Madera USD	3/31/2026	Extension
Cody	Alyssa	BCLAD	03/01/2026-04/01/2027	Madera USD	3/31/2026	New
Espericueta	Maria	BCLAD	02/01/2026-03/01/2027	Madera USD	3/31/2026	New
Garcia	Olga	EM- 30 Day Sub Permit	04/01/2026-05/01/2027	County-Wide Substitute Teacher List	3/31/2026	Renewal
Gomez Mendez	Karla	Provisional Internship Permit	12/01/2025-01/01/2027	Madera USD	3/31/2026	New
Preciado-Quezada	Kimberly	Prospective Substitute Teacher Permit	03/17/2026-04/01/2027	County-Wide Substitute Teacher List	3/31/2026	New
Rivera	Marisela	Single Subject Teaching Credential	02/01/2026-03/01/2027	Madera USD	3/31/2026	New
Solis	Ernesto	Prospective Substitute Teacher Permit	02/23/2026-03/01/2027	County-Wide Substitute Teacher List	3/31/2026	New



Tricia Protzman
Superintendent of Schools

Agenda Item 8.2

Board of Education Action Item April 14, 2026

Topic:

Consideration Disposition of Surplus/Obsolete Equipment.

Background:

MCSOS staff members have completed a review of other equipment not in use and have determined that the items on the attached list cannot be used in an alternative placement. The equipment consists of a variety of laptops, computers and printers. Once declared obsolete, these items will be removed from our Fixed Asset Inventory and discarded.

Financial Impact:

None

Resource:

Marisol Verduzco
Chief Officer
Business & Administrative Services

Recommendation:

It is recommended the Board approve the attached list and be declared obsolete then removed from inventory.

April 14, 2026 – Obsolete List:

Work Order #	Req Date	Work Requested
OB26-00226	2/11/2026	ASSET: 24353 Description: Large Scanner for Building Plans/Old green bar reports Make: Unknown Model: Unknown Obsolete
OB26-00227	2/11/2026	ASSET: 26284 DESCRIPTION: SIT STAND Make: Unknown Model: Unknown BROKEN
OB26-00228	2/11/2026	Asset: Unknown DESCRIPTION: Toshiba Color TV SN: 69498878 Make: Toshiba Model:CZ32V51 Broken
OB26-00229	2/11/2026	Asset: Unknown DESCRIPTION: Toshiba Color TV SN: 69498737 Make: Toshiba Model:CZ32V51 Broken
OB26-00238	2/24/2026	Asset# 25788 Description: Laptop Make Dell Model Latitude 3490 Broken
OB26-00239	2/24/2026	Asset# 25922 Description: Unknown Make clear touch Model CTI-PCMOD-PC25-IG Obsolete
OB26-00240	2/27/2026	Asset# 25778 I Description: Laptop Make Dell Model Latitude 3490 Obsolete
OB26-00241	2/27/2026	Asset# 26432 Description: Smart Board Module Make Newline Model EPR8A65800-000 Broken
OB26-00242	2/27/2026	Asset# 27611 Description: CMOS Module Make: Clear Touch Model: CTI-PCOPS-PC27-VP Broken

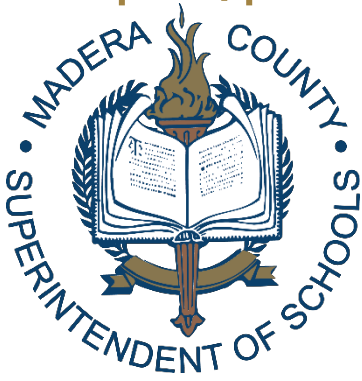
OB26-00243	2/27/2026	Asset# 25147 Description: AIO computer. Make Dell Model OptiPlex 9030 AIO Obsolete
OB26-00244	2/27/2026	Asset# 24862 Description: laptop Make Dell Model Latitude E5540 Obsolete
OB26-00245	3/3/2026	Description: Big Talk Triple Play Make: Enabling Devices Model: Purple Broken
OB26-00246	3/3/2026	Description: Roger Pen Make: Phonak Model: N/A S/N: 1628NY9K1 Obsolete
OB26-00247	3/3/2026	Asset: 25411 Description: Roger Pen Make: Phonak Model: N/A Obsolete
OB26-00248	3/3/2026	Asset: 25538 Description: Roger Pen Make: Phonak Model: N/A Obsolete
OB26-00249	3/3/2026	Asset: 25410 Description: Roger Pen Make: Phonak Model: N/A Obsolete:
OB26-00250	3/3/2026	Description: Roger Pen Make: Phonak Model: N/A S/N: 1844NY6FU Obsolete
OB26-00251	3/3/2026	Asset: 26168 Description: Roger Pen Make: Phonak Model: N/A Obsolete
OB26-00252	3/3/2026	Asset: 25492 Description: Roger Pen Make: Phonak Model: N/A Obsolete

OB26-00253	3/3/2026	Asset: 25087 Description: Roger DigiMaster X Make: Phonak Model: N/A Obsolete
OB26-00254	3/3/2026	Asset# 25137 Description: Surface Pro-Tablet Make Microsoft Model Surface Pro 3 Obsolete
OB26-00255	3/11/2026	Asset# 25435 Description: Dell laptop Make Dell Model XPS 13 9360 Obsolete
OB26-00256	3/11/2026	Asset# 24649 Description: Dell workstation Make Dell Model Optiplex 9020 AIO Obsolete
OB26-00257	3/11/2026	Asset# 24896 Description: laptop Make Dell Model Latitude E5540 Obsolete
OB26-00258	3/11/2026	Asset# 25808 Description: All in one comp. Make Dell Model Optiplex 7450 AIO Series Obsolete
OB26-00259	3/11/2026	Asset# 24660 Description: Computer Make Dell Model Optiplex 9020 AIO Obsolete
OB26-00260	3/11/2026	Asset# 24675 Description: computer Make: Dell Model Optiplex 9020 AIO Obsolete
OB26-00261	3/11/2026	Asset# 24856 Description: Computer Make Dell Model Optiplex 9030 AIO Obsolete
OB26-00262	3/11/2026	Asset# 25676 Description: laptop Make Dell Model Latitude 3590 Obsolete

OB26-00263	3/11/2026	Asset# 25498 Description: Laptop Make Dell Model Latitude 5580 Obsolete
OB26-00264	3/11/2026	Asset# 25483 Description: Laptop Make Dell Model Latitude E5570 Obsolete
OB26-00265	3/11/2026	Asset# 24661 Description: Dell All-In-One Make Dell Model Optiplex 9020 AIO Obsolete
OB26-00266	3/11/2026	Asset# 24686 Description: laptop Make Dell Model Latitude E5530 Obsolete
OB26-00267	3/11/2026	Asset# 25498 Description: laptop Make Dell Model Latitude 3580 Obsolete
OB26-00268	3/12/2026	Asset# 25516 Description: laptop Make Dell Model Latitude 3580 Obsolete
OB26-00269	3/12/2026	Asset# 25284 Description: computer Make Dell Model Optiplex 7440 AIO Obsolete
OB26-00270	3/12/2026	Asset# 25439 Description: laptop Make Dell Model XPS 13 9360 Obsolete
OB26-00271	3/12/2026	Asset# 25438 Description: laptop Make Dell Model XPS 13 9360 Obsolete

OB26-00272	3/12/2026	Asset# 25445 Description: laptop Make Dell Model XPS 13 9360 Obsolete
OB26-00273	3/12/2026	Asset# 25436 Description: laptop Make Dell Model XPS 13 9360 Obsolete
OB26-00274	3/12/2026	Asset# 25436 Description: laptop Make Dell Model XPS 13 9360 Obsolete
OB26-00275	3/12/2026	Asset# 25845 Description: Laptop Make DELL Model Latitude 3380 Obsolete
OB26-00276	3/12/2026	Asset# 25448 Description: laptop Make Dell Model XPS 13 9360 Obsolete
OB26-00277	3/12/2026	Asset# 25440 Description: laptop Make Dell Model XPS 13 9360 Obsolete
OB26-00278	3/12/2026	Asset# 24698 Description: ipad Make apple Model A1474 Obsolete
OB26-00279	3/12/2026	Asset# 25844 Description: Laptop Make DELL Model Latitude 3380 Obsolete
OB26-00280	3/12/2026	Asset# 25228 Description: Firecast device. Make ASUS Model PN52 Obsolete
OB26-00281	3/19/2026	Asset# 24921 Description: laptop Make Dell Model Latitude E5540 Obsolete

OB26-00282	3/19/2026	Asset# 25840 Description: Dell Laptop Make DELL Model Latitude 3380 Obsolete
OB26-00283	3/19/2026	Asset# 25873 Description: Dell Laptop Make DELL Model Latitude 3380 Obsolete
OB26-00284	3/19/2026	Asset# 25843 Description: Dell Laptop Make DELL Model Latitude 3380 Obsolete
OB26-00285	3/19/2026	Asset# 25841 Description: Dell Laptop Make DELL Model Latitude 3380 Obsolete
OB26-00286	3/19/2026	Asset# 25874 Description: Dell Latitude 3380 Laptop Make Latitude Model 3380 Obsolete
OB26-00287	3/27/2026	Asset# 25520 Description: Laptop Make Dell Model Latitude E5570 Obsolete
OB26-00288	3/27/2026	Asset# 25092 Description: Surface 3 Tablet Make Microsoft Model Surface 3 Obsolete



Tricia Protzman
Superintendent of Schools

Agenda Item 8.3

Board of Education Action Item April 14, 2026

Topic:

Consideration of Apportionment of Forest Reserve

Background:

The County Board of Education must approve the amounts apportioned to each school district before the distribution of funds can be made.

Forest Reserve Funds are authorized and appropriated at the Federal level, one year at a time. They are generally received in one annual apportionment. We continue to hear that this will be the last year for Forest Reserves! We are pleasantly surprised to bring this year's receipt forward for your approval. The apportionment is in the amount of \$119,078.10 which is based on original historical allocation from the early 1900's. The funds will be allocated to the districts based on year 24/25 Corrected Per An R1 P2 ADA, as per the attached calculation.

Financial Impact:

MCSOS's share of these funds is 15% of the total received, or \$17,861.70, with \$101,216.40 being paid out to four of the Madera County Districts.

Resource:

Marisol Verduzco
Chief Officer
Business & Administrative Services

Recommendation:

It is recommended the Board adopt the Forest Reserve Apportionment for 2025-2026.

Forest Reserve Apportionment

2025-26

Amount of Forest County Schools Coalition	\$ 119,078.10
Less: 15% to CSSF	<u>17,861.70</u>
Balance to be apportioned to schools	\$ 101,216.40

Total second period ADA for 2024-25 Corrt. For An R1 3,051

Apportionment per ADA 85%

Districts:	2024-25 Corrt. For	% of Total ADA	Amount To District
Bass Lake	733	24.02%	\$ 24,312.18
Chawanakee	990	32.45%	32,844.72
Raymond-Knowles	81	2.65%	2,682.23
Yosemite Unified	1,247	40.88%	41,377.26
TOTALS	3,051	100%	\$ 101,216.40

Patricia Protzman
Executive Secretary, Madera County Board of Education

Board of Education approval date April 14th 2026