

# SHASTA COUNTY BOARD OF EDUCATION

Shasta County Office of Education  
1644 Magnolia Ave.  
Redding, CA 96001

**October 11, 2017**  
**Regular Meeting Minutes**

**ADOPTED**

## **1. CALL MEETING TO ORDER**

The meeting was called to order by President Hull at 1:30 p.m.

### Members Present

Kathy Barry  
Diane Gerard  
Rhonda Hull, President  
Steve MacFarland  
Laura Manuel, Vice-President  
Denny Mills  
Elizabeth “Buffy” Tanner  
Averitt Johns, Student Board Member  
Naomi Pierce, Student Board Member

### Administrators Present

Judy Flores, Shasta County Superintendent of Schools  
Adam Hillman, Associate Superintendent, Administrative Services  
Jennifer Baker, Assistant Superintendent, Instructional Services

### Others Present

Robin Beeson, Executive Assistant to the Superintendent (Recording Secretary)  
(NOTE: The following listed their name and representation on a sign-in sheet, there may have been others in attendance. Those in attendance may have attended only a portion of the meeting.)  
Rebecca Lewis, SCOE  
De’An Chambless, SCOE  
Jodie VanOrnum, SCOE  
Michele Lambert, SCOE  
John Husome, R-STEM  
Jessica Tegerstrand, SCOE  
Renee Menefee, SCOE

## **2. PLEDGE OF ALLEGIANCE**

President Hull led the Pledge of Allegiance.

## **3. APPROVAL OF AGENDA**

**ACTION:** Board Member MacFarland moved to approve the Agenda as submitted. Board Member Mills seconded the motion. The motion was approved unanimously.

## **4. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD**

There were none.

## **5. APPROVAL OF CONSENT AGENDA**

### **5.1. Board:**

#### **5.1.1. September 13, 2017 Regular Meeting Minutes**

### **5.2. Administrative Services:**

#### **5.2.1. Credentials and Oaths for Temporary Certificates**

#### **5.2.2. Resolution Fixing Appropriations Limit as Required by the Gann Amendment**

**ACTION:** Board Member Gerard moved to approve the Consent Agenda as submitted. Board Member Mills seconded the motion. The motion was approved unanimously.

## **6. INFORMATION**

Materials were provided in the Board agenda packet for the following Information items, no discussion took place during the Board meeting unless otherwise noted below.

### **6.1. Administrative Services:**

#### **6.1.1. General Fund Board Report**

#### **6.1.2. Shasta County Office of Education Unaudited Actuals for 2016/17**

#### **6.1.3. Chrysalis Charter School Unaudited Actuals for 2016/17**

#### **6.1.4. Redding STEM Academy Unaudited Actuals for 2016/17**

## **7. STUDENT PROGRAM UPDATE**

### **7.1. Alternative Education – Juvenile Hall**

Kathy Thompson, Director of Special Education, shared that she is enjoying her current assignment that includes working with Probation and County Office staff at Juvenile Hall. She reported there are six classrooms at the facility with two being occupied; technology is being utilized for educational programs. Staff and student population information was reviewed. It was noted there is a high population of students with Individualized Educational Plans (IEP's), which has resulted in increased time for the Special Education teacher. Director Thompson added there are a few students at the facility who are high risk.

The GROW Program includes gardens that produce enough to use in the kitchen to feed the students; they also have chickens that hatch eggs. An overview was given of hands-on science activities that have taken place.

This past spring there was a Western Association of Schools and Colleges (WASC) review that resulted in a six-year renewal. Goals that resulted from the visit for 2017/18 include increasing parent involvement, vocational training, and career and college exploration. Director Thompson provided an explanation of how goals will be met.

## **8. PROGRAM PROFILE**

### **8.1. Foster Youth Technical Assistance Grant**

Austin Preller, Director of the Youth Services Technical Assistance Project, shared he is new to his position and that has given him the opportunity for personal and professional growth. He provided an overview of the background on services for Foster Youth including funding, contracts with the California Department of Education, and areas served. An explanation was provided on how

Shasta County was identified to provide services to 36 counties across the northern half of California.

Director Preller reviewed staff for the program and provided an overview of their roles. Services include the coordination of regional meetings and learning communities, resource development, and trauma informed video modules. Examples were provided for the various services.

Single County Technical Assistance Plans are being developed to identify the needs for each county served. The plans allow Director Preller the opportunity to match counties that need assistance with those that have been identified as having model programs.

## **8.2. Transportation**

Michele Lambert, Director of Transportation, reviewed the number of school buses in the fleet that is made up of buses owned by the County Office, Chrysalis Charter School, and Anderson Union High School District. It was noted that not all buses are in operation every day, some are used for field trips while others need to be surplus. Director Lambert stated that the Transportation team is made up of staff who are bus drivers and those who provide vehicle maintenance, a brief overview of their duties was provided.

Data was shared on staff with commercial and bus driver licenses, number of students transported, fleet miles driven in 2016/17, and vehicles serviced. Information was shared on the status of contracts for providing transportation services. The Transportation facility hosts a variety of trainings for school bus drivers. Requirements to become a trainer and a bus driver were reviewed as well as costs associate with both. It was noted that the vehicle maintenance shop has partnered with the Regional Occupational Program giving students an opportunity to have hands-on vehicle maintenance repair.

Challenges include driver recruitment/training, professional growth, fleet management, and retaining drivers. Goals for the future include discussions about whether to expand the facility, salvage/surplus buses, contracts for general education pupil transportation, assisting districts with information and guidance, field trips, and instructing services. Examples of how these areas are being addressed were shared. An overview of the variety of community involvement and celebrations was given.

Board Members were invited to contact Director Lambert to schedule a bus ride. It was noted that often times a child's first bus ride is a huge highlight of their education.

## **9. DISCUSSION**

### **9.1. Instructional Services:**

#### **9.1.1. Chrysalis Charter School Annual Report**

Irene Salter, Administrator of Chrysalis Charter School, shared that the school has been in operation for 22 years and their mission continues to be "Encouraging the light within each student to shine brighter." She reviewed focus areas, academic outcomes, and that Chrysalis staff continuing to work closely with County Office staff has kept their financial status healthy.

Enrollment has increased from 200 to 222 students as a result of increasing the enrollment cap in upper grades. Information was shared on new grants received that have provided additional educational opportunities for students. After school sports have been implemented and Maker Space opportunities have been expanded. Improvements have been made to the playground, additional solar panels have been added, and there are plans to make upgrades to the insulation and heating/cooling system at the facility that is leased from the Archdiocese and shared with Redding Christian School.

Chrysalis Charter School continues to contract with the County Office for transportation services that allows students to be transported to/from school and provides for off campus excursions as well. The school has been featured in several articles and books and also received an award as a teacher powered school.

### **9.1.2. Redding STEM Academy Annual Report**

John Husome, Director of R-STEM Academy, reviewed student demographics for 2016/17, summarized LCAP goals, and shared assessment data for language arts and math that were compared to local and statewide data. It was noted that the school has a high free and reduced population.

Decisions made and policies established by the R-STEM Board, health/safety procedures, and a summary of changes were shared. It was noted that the facility located on Oasis Rd. and leased from the County Office is very suitable; improvements have been made to meet the needs of students and staff.

Budget and financial projections are on target; however, revenue will be down due to lower than expected enrollment as a result of some families unexpectedly moving out of the area. Enrollment data for all grades was reviewed; there is a waiting list for grades K-4.

Facility lease and insurance information was shared. An additional class has been leased at the Oasis campus and is being utilized for a Maker Space. There have been no major changes to the overall admission practices and the internal/external dispute resolution process was not needed during 2016/17. R-STEM is fulfilling its mission by implementing STEM in every class.

Director Husome shared how STEM activities are utilized to motivate students. It was noted that Project Lead the Way is in its second year and it is hoped results will show improvement at the end of this year.

### **9.1.3. Shasta County Results on Statewide Assessments**

Superintendent Flores reported that the data was not included in the Board agenda packet as it was not released until the day the packet went out and staff had not had a chance to review it; the data will be e-mailed to Board Members after the meeting. Jennifer Baker, Assistant Superintendent of Instructional Services, shared a Google Slide presentation and reviewed the California Assessment of Student Performance and Progress (CAASPP) 2017 test results for math and English Language Arts/Literacy for the county compared to the state, noting areas that were comparable, above average, and below average.

Assistant Superintendent Baker indicated data that reflects change over time with the same cohort of students shows increases and decreases, while other grade level outcomes are flat and do not show a change. Discussion took place regarding how new curriculum and new standards can have an impact; however, they have been in place for a few years now. Discussion also took place regarding the possible reasons for the decrease in some grades.

It was noted that the state is using 11<sup>th</sup> grade assessment results to determine if students are prepared to go to a four-year university. Discussion took place regarding assessments used and results for other states. Data was shared on schools in Shasta County that have made a schoolwide increase of 10% or more.

Superintendent Flores indicated that the results reflect that assistance is still needed in math. Last spring, the County Office offered a collaborative to districts that were identified with low test results to establish a cohort to receive assistance in coaching and content.

It was noted that the data reflects that there are some pockets of improvement that can be used to learn from while other areas show a need for improvement. Superintendent Flores indicated that differentiated assistance will be available to districts. The process will start by sharing information with the Superintendents at their monthly meeting in October where next steps will be discussed.

#### **9.1.4. Board Policy 5111.1 Students – District Residency (first read)**

Assistant Superintendent Baker reported that the policy included in the Board agenda packet was reviewed by Mary Lord, Executive Director of Student Programs, who she will speak to as she is not sure the policy is needed as it does not apply to the programs operated by the County Office at Juvenile Hall, EXCEL, and the Independent Study Charter. It will be determined if other county offices have the policy in place, if not, it will not be brought back to the Board for a second read and approval.

### **10. STUDENT BOARD MEMBER REPORT**

#### **• Averitt Johns, Enterprise High School**

Student Board Member Johns reported that the PSAT was being administered at his school today. Information was provided on upcoming sport events and student activities. It was noted that administration is in their second year and there have been improvements made from last year.

#### **• Naomi Pierce, Foothill High School**

Student Board Member Pierce indicated that her school started PSAT testing today and that the bell/clock system was down a couple weeks and replaced by a new system. She shared that a player kneeling during the National Anthem at a volleyball game has resulted in the student being bullied and administration having to address student safety.

### **11. BOARD BUSINESS**

#### **11.1. Board Comments/Discussion/Reports/Correspondence**

*Phoenix Charter Academy* – President Hull commented that she saw a new sign for the charter school and expressed confusion as the Board denied the charter petition appeal. Superintendent Flores explained that the charter school had already been sponsored by Whitmore School District

when they submitted the appeal petition to the Board as a result of the Shasta Union High School District Board denying the charter school petition when submitted to them.

*Medical Therapy Unit (MTU)* – Board Member Gerard shared that she saw in the newspaper that bids were opened for the MTU that will be located in the Redding School District.

*Shasta College* – Board Member Tanner reported that Shasta College had an accreditation visit last week that resulted in all accreditation areas being met with six minor areas for improvement and 16 areas of commendation.

*Magnolia Park* – At the request of President Hull for an update, Adam Hillman, Associate Superintendent of Administrative Services, reported that the agreement with the City of Redding for the purchase of the park was received earlier today and sent to legal counsel for review. The plan is to share the finalized, fully executed agreement with the Board on the next agenda as an Information item.

#### **11.1.1. Discussion Regarding Resolutions**

Superintendent Flores reported that over the course of the past few months, a couple of requests have come from the public to place a resolution on the Board agenda. The requests were shared with President Hull and Vice-President Manuel and they decided to not place them on the Board agenda as they did not fall within the Board's jurisdiction. Superintendent Flores asked if the Board wants to know each time such requests come to the Board or if the protocol followed is sufficient. Discussion took place and it was agreed if the requestors are referred to those who could provide them assistance, then the current practice is sufficient. Superintendent Flores shared that in both cases they were referred to the districts. Consensus was that the Board is comfortable with the current practice.

### **12. ACTION**

#### **12.1. Board:**

##### **12.1.1. Focus Areas for 2017/18**

Superintendent Flores reported that information from the Board Planning Session on Focus Areas was summarized in the Board agenda packet and includes visits to:

Juvenile Hall (already scheduled for November)

Preschools (Shasta College, collaboration with Head Start, and traditional state preschool program)

Board Member Tanner indicated in a future year, she'd like the Board to make a visit to Whiskeytown Environmental School when students are in session. She added that she does not have interest in holding a Board meeting at the site, only making a visit.

**ACTION:** Board Member Gerard moved to approve item 12.1.1 as submitted. Board Member Tanner seconded the motion. The motion was approved unanimously.

##### **12.1.2. Reaffirm Mission and Consider Proposed Vision**

Superintendent Flores indicated that at the Board Planning Session held in September she shared that Administrative Council had reviewed the current mission of:

*“To be leaders in educational excellence, offering support to schools and community to ensure Shasta County students receive a quality education preparing them for high school graduation and success in career and college”*

and is comfortable with it as is. She added that at the Board Planning Session time was spent discussing a vision statement and samples from other county offices and local school districts were reviewed. At the Board Planning Session following discussion, the Board proposed the following as a vision statement and asked Superintendent Flores to get input from Administrative Council:

*"Shasta County Office of Education is a champion for public education at the local, regional, state, and national levels."*

Superintendent Flores indicated that there was a lot of discussion at Administrative Council, she referred to the ideas proposed that were included in the Board agenda packet and noted that she had e-mailed a video to the Board that addressed the purpose of a vision statement. Discussion took place between the Board and staff regarding mission and vision statements.

**ACTION:** Board Member Gerard moved to approve the following:

Mission Statement – *“Shasta County Office of Education is a leader in improving public education at the local, regional, state, and national levels.”*

Vision Statement – *“All Shasta County students’ career and college ready.”*

The motion died due to the lack of a second.

Superintendent Flores indicated there was no suggestion at the Board Planning Session in regards to changing the current mission statement.

**ACTION:** Board Member Tanner moved to table the mission and vision statement discussion to the November Board meeting. Student Board Member Johns seconded the motion. The motion was approved unanimously.

Superintendent Flores was asked by the Board to seek additional input from Administrative Council.

### **12.1.3. Consider Proposed Resolution in Support of the Deferred Action for Childhood Arrivals (DACA) Program**

Board Member Tanner stated that she and Vice-President Manuel had both used the California School Board Association (CSBA) sample resolution to draft proposed resolutions that were reviewed at the Board Planning Session. The two efforts were combined and the proposed resolution included in the Board agenda packet was drafted. It was noted that not a lot of discussion took place at the Board Planning Session as Board Members Gerard and MacFarland were not in attendance.

Comment was made that since the Planning Session, California became a sanctuary state and it was suggested that a resolution is a moot point. Discussion took place with some Board Members expressing support of the resolution and others not.

**ACTION:** Board Member Mills moved to approve item 12.1.3 as submitted. Vice-President Manuel seconded the motion. The motion passed by majority vote as follows:

**Shasta County Board of Education**

AYES: Barry, Gerard, Manuel, Mills, Tanner

NOES: Hull, MacFarland

ABSTENTIONS: None

ABSENT: None

**Student Board Members**

AYES: Pierce

NOES: Johns

ABSTENTIONS: None

ABSENT: None

**13. SUPERINTENDENT'S REPORT**

**13.1. Community Connection – Reach Higher Shasta Early Childhood Committee**

Superintendent Flores stated that she invited Renee Menefee, Executive Director of Early Childhood Services, to share with the Board the community connections the Reach Higher Shasta Early Childhood Committee has developed.

Executive Director Menefee shared a Google Slide presentation and reported that she and Wendy Dickens, Executive Director of First Five Shasta, co-chair the committee and reviewed the committee membership and purpose. She noted that the County Office Early Childhood Services (ECS) program feeds up to the other Reach Higher Shasta committees and focuses on literacy and preschoolers being kindergarten ready. It was noted that it is important that ECS is part of the committee as it allows for the County Office to have a voice within the community.

Committee goals were reviewed and it was shared that a system has been implemented to identify where children attended preschool when enrolling for kindergarten. Discussion took place regarding transition information that follows a child from preschool including the option for a parent to remove any information they choose. Executive Director Menefee reviewed developmental indicators for a preschooler to be on track and ready for kindergarten.

**13.2. Staffing Update**

Superintendent Flores stated in response to a request from the Board in regards to an update on staffing changes, an organizational chart was included in the Board agenda packet that represents managers in different positions from the prior year. She noted that while the Board does not have jurisdiction over staffing, it is important for the Board to be informed of changes. At the request of the Board, she provided an explanation of the difference between the Associate and Assistant Superintendent positions. Some Board Members expressed their opinions in regards to the titles.

It was noted that county offices throughout the state have a variety of scenarios in regards to positions that are immediately below a county superintendent.

### **13.3. Other Comments**

*Chico State University* – Superintendent Flores shared that she had the opportunity to meet with Dr. Gayle Hutchinson, President of Chico State University (CSU), who shared that students from Shasta County who attend CSU have a lower remediation rate than students from other counties. She noted that this is an indicator that Reach Higher Shasta is making a difference.

*Adverse Childhood Experiences (ACES) Grant* – Superintendent Flores reported that the grant received by Public Health has allowed for 27 people from various agencies in Shasta County to be trained on what happens behind the brain and the long-term impact of bodily functions. Their task is to go out and share the information they learned within the community. The information was recently shared with district superintendents at their monthly meeting where there was a strong interest in providing training to district staff.

*Differentiated Assistance* – It was reported that potentially 200 districts throughout the state will be identified as needing differentiated assistance; county offices of education are being asked to support each other within their regions in order to meet the identified needs in the current school year. -Superintendent Flores shared that she is part of a cross-agency team that will further define the process.

*Board Highlights* – The Board expressed appreciation to Superintendent Flores for the weekly updates on her activities she provides to them.

### **14. SUGGESTIONS FOR FUTURE AGENDA ITEMS**

A request was made that information on county office oversight responsibility in regards to differentiated assistance, including funding, be provided. Superintendent Flores indicated this will be provided in November or December when data is available.

### **15. REMINDERS/UPCOMING EVENTS**

- October 11, 2017, 8:30 a.m.-3:30 p.m. - Foster Youth and Homeless Training at PDC
- October 19, 2017, Times Vary - Read for the Record at Preschool Sites Throughout Shasta County
- October 20, 2017, 9:00 a.m.-2:10 p.m. - Ignite Opportunity STEM Career Day at Shasta County Fairgrounds
- October 20, 2017, 1:00-2:00 p.m. - 1st Quarter Awards Assembly at EXCEL
- October 21-28, 2017, Various Times - Lights On! Event at Various Project SHARE Sites
- October 26, 2017, 9:00-11:00 a.m. - Local Child Care Planning Council at SCOE in Aspen Room
- October 27, 2017, 12:30-2:00 p.m. - Harvest Festival at EXCEL
- October 30, 2017, 12:15-3:30 p.m. - Independent Study/Juvenile Hall Collaboration at SCOE in Aspen Room
- November 8, 2017, 4-7 p.m. Gallery/5 p.m. Meet Artists/5:30 p.m. Presentation - Arts Alive! at SCOE

**16. NEXT MEETING** – November 8, 2017, 1:30 p.m. at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

**17. ADJOURN**

President Hull adjourned the meeting at 5:29 p.m.

Respectfully submitted,

Judy Flores, Shasta County Superintendent of Schools  
Ex-Officio Secretary to the Board