

**SHASTA COUNTY BOARD OF EDUCATION**

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

**June 22, 2016**  
**Regular Meeting Minutes**

**ADOPTED**

**1. CALL MEETING TO ORDER**

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

Members Present

Diane Gerard  
Rhonda Hull  
Sharon Hunter (arrived at 1:33 p.m.)  
Steve MacFarland  
Laura Manuel  
William Stegall, Vice-President  
Elizabeth “Buffy” Tanner, President

Administrators Present

Judy Flores, Assistant Superintendent, Instructional Services  
Adam Hillman, Associate Superintendent, Administrative 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.)  
Cindy Gomes, SCOE  
Allyson Harris, SCOE  
Brian Harris, Teacher RSD  
Irene Salter, Chrysalis  
Jodie VanOrnum, SCOE  
Gina Murphy, SCOE  
De’ An Chambless, SCOE

**2. PLEDGE OF ALLEGIANCE**

President Tanner led the Pledge of Allegiance.

**3. APPROVAL OF REGULAR AGENDA**

**ACTION:** Board Member MacFarland moved to approve the Regular Agenda as submitted. Vice-President Stegall seconded the motion. The motion passed by majority vote as follows:

AYES:	Gerard, Hull, MacFarland, Manuel, Stegall, Tanner
NOES:	None
ABSTENTIONS:	None
ABSENT:	Hunter

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

Allyson Harris, Project SHARE Director, shared that an e-mail was received yesterday from the California Department of Education announcing that the Redding STEM Academy Project SHARE Program received notification that they were approved as a DASH certified site indicating they are a model site in the state for healthy behaviors. They are the only site in Shasta County to receive the certification and one of three in the region.

Adam Hillman, Associate Superintendent of Administrative Services, provided a reminder that Superintendent Armelino is not in attendance as he is traveling to attend a family function out of town.

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

##### **5.1. Board:**

**5.1.1. May 11, 2016 Regular Meeting Minutes**

**5.1.2. June 8, 2016 Special Meeting/Budget Study Session Minutes**

**5.1.3. Excuse Board Member Gerard's Absence at May 11, 2016 Regular Board Meeting for Reasons Deemed Acceptable to the Board per Administrative Regulation 9250 and Ed. Code 1090**

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

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

**5.2.2. Resolution – Interfund Temporary Cash Borrowing**

**5.2.3. Resolution Regarding the Education Protection Account**

**5.2.4. Resolution Regarding the Education Protection Account for Shasta Independent Learning Charter**

**5.2.5. Proposed Revisions to Board Policy 3541.2 – Business and Noninstructional Operations – Transportation for Students With Disabilities**

**5.2.6. Proposed Deletion of Administrative Regulation 3541.2 – Business and Noninstructional Operations – Transportation for Students With Disabilities**

##### **5.3. Instructional Services:**

**5.3.1. Alternative Education Local Education (LEA) Plan**

**5.3.2. Alternative Education Single Plan for Student Achievement**

**5.3.3. Consolidated Application for Funding Categorical Aid Programs for Court and Community School**

**5.3.4. Proposed Revisions to Exhibit 0420.41 – Philosophy, Goals, and Objectives and Comprehensive Plans – Charter School Oversight**

**5.3.5. Proposed Revisions to Board Policy and Administrative Regulation 1312.3 – Community Relations – Uniform Complaint Procedures**

**5.3.6. Proposed Revisions to Administrative Regulation 6173.1 – Instruction – Education for Foster Youth**

##### **5.4. Board:**

**5.4.1. Proposed Revisions to Board Bylaw 9222 – Resignation**

##### **5.5. Other:**

**5.5.1. Revisions to Shasta County Special Education Local Plan Area (SELPA) Local Plan**

**5.5.2. Shasta County Special Education Local Plan Area (SELPA) Local Educational Agency Assurances**

**ACTION:** Board Member Gerard moved to approve the Consent Agenda as submitted. Board Member MacFarland 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. Annual Assignment Monitoring and Review Report**

#### **6.1.3. New, Retired, and Exited Employee Quarterly Report**

#### **6.1.4. AB 1200 Public Disclosure of Proposed Collective Bargaining Agreement with the Child Development Educators Association (CDEA)**

## **7. RECOGNITION**

### **7.1. Shasta County School Administrators Association (SCSAA) Administrators of the Year**

#### **• Allyson Harris, Classified Leader**

#### **• Gina Murphy, Special Education**

Kevin Greene, SCSAA President, indicated the awards being presented are on behalf of the ACSA Region 1 Board who selected Allyson Harris, Project SHARE Director, and Gina Murphy, Special Education Principal, as Administrators of the Year. He indicated they were also selected by SCSAA, the Local ACSA Charter, for the award and will be recognized at the SCSAA Welcome Back Breakfast in the new school year as well. SCSAA President Greene thanked both for the work they do for the students they serve and presented them plaques. Jodie VanOrnum, Executive Director of Student Programs, shared the importance of the work both do and how valuable they are noting the awards are well deserved; she presented both with flowers.

### **7.2. Vice-President Stegall for His Service on the Shasta County Board of Education**

President Tanner indicated that this meeting is Vice-President Stegall's last meeting as he and his wife will be relocating to Fresno to be closer to family. She noted Vice-President Stegall has been on the Board for 15 years and thanked him for the assistance he provided as a veteran Board Member to her when she was new to the Board. Board Members made comments acknowledging the experience and stability Vice-President Stegall has brought to the Board.

Vice-President Stegall indicated he has enjoyed being on the Board as well as the leadership and excitement Superintendent Armelino has brought to the County Office. He plans to get involved in the Fresno community. A golden apple was presented and cake was served in Vice-President Stegall's honor.

## **8. PROGRAM PROFILE**

### **8.1. Transportation**

Cindy Gomes, Director of Transportation, and Michelle Lambert, Supervisor of Transportation, shared a PowerPoint and reported on the number of school buses, commercial drivers and bus drivers, staff including substitutes and an administrative assistant, as well as the number of instructors and instructors in training. Facts on the number of students transported for the County

Office and districts who contract for services, miles driven, and fuel consumption were shared. An update was provided on contracts and oversight provided to various districts as well as training. An overview of staff and facts for the Vehicle Maintenance Department was provided including a partnership with ROP to provide hands-on experience for students. Challenges for the future and department goals for next year were shared. Board Members were invited to visit the department and/or take a bus ride.

## **9. BOARD BUSINESS**

### **9.1. Board Comments/Discussion/Reports/Correspondence:**

#### **9.1.1. New Recognition Category for Certificated Employees who are not Teachers**

President Tanner provided a reminder that she had mentioned previously the idea of creating a new category to recognize certificated staff such as counselors, nurses, psychologists, etc. who are not teachers. It was noted that Riverside County has a category for Site Support staff at the local level; however, there is nothing at the State level.

Judy Flores, Assistant Superintendent of Instructional Services, reported that Riverside County has already approached the California Department of Education regarding recognition for Counselors. She added that the County Office coordinates the Teacher of the Year and Classified Employee of the Year recognitions while ACSA does Administrators of the Year.

Discussion took place regarding how many would qualify for the recognition, it was determined that there would be a large enough pool to justify the additional category. Assistant Superintendent Flores suggested an application process similar to the other recognition programs. President Tanner and Board Member Hull expressed interest in working with Assistant Superintendent Flores on the process; a draft of their work will be shared at a future meeting.

#### **9.1.2. Student Board Member Interview Process**

President Tanner stated that the last interview process was challenging as one Board Member was absent resulting in two tie votes. It was noted that the revised policy included in the agenda packet is proposed and was provided to facilitate discussion on how to improve the process. There was consensus amongst the Board that they did not like the idea of doing a second interview to resolve a tie vote.

After discussion it was determined that an initial vote will be done by Board Members to identify their first choice and then a second vote will be done based on the remaining candidates to determine their second choice. In the event of a tie, it will be determined by “lot” in the same manner it is for Board Members in the event of a tie at an election. It was agreed that the language will be kept regarding the process for deliberations. The policy will be revised based on discussion, forwarded to President Tanner for review, and then included on the July 13, 2016 agenda for action.

#### **9.1.3. Other Comments**

There were none.

## **10. ACTION**

### **10.1. Instructional Services:**

#### **10.1.1. Local Control Accountability Plan (LCAP) and Annual Update**

Judy Flores, Assistant Superintendent of Instructional Services, stated at the last meeting Jodie VanOrnum, Executive Director of Student Programs, reported on the big picture of what is included in the LCAP which was done prior to submitting the draft to the California Department of Education (CDE). Executive Director VanOrnum shared input that was received yesterday from CDE that will require some minor insertions of clarifying verbiage related to the priorities on the LCAP and provided examples. It was noted the final version will be posted on the County Office website.

**ACTION:** Board Member MacFarland moved to approve item 10.1.1 with revisions described by Executive Director VanOrnum. Board Member Hull seconded the motion. The motion was approved unanimously.

#### **10.1.2. North State STEM Regional Collaborative – Board Representative**

Assistant Superintendent Flores shared as a result of the Board's interest in science that there be Board representation at the North State STEM Regional Collaborative meetings. Chris Dell, Director of STEM Education, shared that the collaborative was a collision of STEM things taking place and need. A couple of grants were received which resulted in committees being developed and the formation of the collaboration which meets twice a year and receives updates on STEM education taking place throughout the county.

Director Dell referred to the agenda from the last Collaborative meeting included in the Board agenda packet noting the meetings are scheduled for two and a half hours and are attended by a variety of representatives from districts and business partners. The next meeting is scheduled for September 22, 2016 from 3:00-5:30 p.m.; the second meeting will take place the last week of April. President Tanner and Board Members Hull, Hunter, and Manuel expressed interest in attending the meetings. Director Dell suggested Board Members rotate their attendance. It was agreed that Board Member attendance at the September and April Collaborative meetings will be placed on the Board agenda two Board meetings prior to the Collaborative meeting dates to determine which Board Members will attend.

**ACTION:** Board Member Hull moved to approve item 10.1.2 as discussed. Board Member MacFarland seconded the motion. The motion was approved unanimously.

### **10.2. Administrative Services:**

#### **10.2.1. Annual Declaration of Need for Fully Qualified Educators**

Brandy McDaniel, Credentials Coordinator, reported that the California Department of Education requires county offices to submit a report each year on the projected number of teachers who are not fully qualified. She noted that projected number is high to avoid the possibility of having to bring it back to the Board.

**ACTION:** Board Member Hunter moved to approve item 10.2.1 as submitted. Board Member MacFarland seconded the motion. The motion was approved unanimously.

### **10.2.2. 2016/17 Budget**

Associate Superintendent Hillman referred to the budget booklet in the agenda packet and noted that three hours was spent on an in-depth review of the budget at the Budget Study Session on June 8, 2016 noting there have not been any changes to the information since it was reviewed.

At the Board's request, Executive Director VanOrnum, provided an overview of the County Office Alternative Education Programs that will be in operation for 2016/17 that include the South County Pathways class where students will continue to have the option to attend ROP, a class at the Juvenile Rehabilitation Facility, and a high school Special Day Class at ERC that will serve 9-12<sup>th</sup> graders. In addition, the Independent Study Charter School classes at Magnolia and Shasta College will continue. It was noted that transition meetings have taken place with Shasta Union High and Gateway Unified School Districts as they prepare to serve their own Alternative Education students next year.

Associate Superintendent Hillman and De'An Chambless, Executive Director of Business Services, responded to an inquiry from the Board regarding what their budget concerns are. Both responded that while the multiyear projection shows deficit spending, it does not reflect a corrective action plan that they are confident will be put in place. Discussion took place regarding the uncertainty of the economy.

**ACTION:** Board Member MacFarland moved to approve item 10.2.2 as submitted. Board Member Gerard seconded the motion. The motion was approved unanimously.

### **10.3. Board:**

#### **10.3.1. Governing Board Member Election Information and Resolutions Required for November 8, 2016 Governing Board Member Elections**

- Ordering Governing Board Member Elections and Specifications of the Election Order**
- Cost of Candidate Statement**
- Establishing Procedure in Case of Tie Vote at Governing Board Election**

It was noted that the resolutions included in the agenda packet are provided to the Board in election years and reflect which seats are up for election, that candidates are responsible for the cost of candidate statements if they choose to submit one, and that a tie vote will be determined by lot.

**ACTION:** Board Member MacFarland moved to approve item 10.3.1 as submitted. Board Member Hunter seconded the motion. The motion was approved unanimously.

#### **10.3.2. Membership Dues for 2016/17**

- CSBA (California School Boards Association)**
- CCBE (California County Boards of Education)**
- Education Legal Alliance**

Associate Superintendent Hillman stated this information is brought to the Board annually. It was noted there is an increase from the prior year which is customary.

**ACTION:** Board Member MacFarland moved to approve item 10.3.2 as submitted. Board Member Hull seconded the motion. The motion was approved unanimously.

### **10.3.3. Reaffirm County Superintendent's Compensation Increase**

Associate Superintendent Hillman shared with the Board that while they approved a four year salary schedule for Superintendent Armelino's current term with compensation increases to be consistent with increases given to staff at the January 14, 2015 Board meeting, regulations require his salary to be reaffirmed by the Board. It was noted that effective July 1, 2016, all County Office employees will receive a 4% increase. An equal increase would raise Superintendent Armelino's current salary of \$178,990 by 4%. It was noted that the current Master's Degree stipend of \$2,175 will also be increased by \$700 annually effective July 1, 2016 for qualifying staff.

**ACTION:** Board Member Gerard moved to reaffirm item 10.3.3 as discussed. Board Member Hull seconded the motion. The motion was approved unanimously.

It was noted that a survey of County Superintendents' compensation has not been done since January 2015 and it is not known if other County Superintendents' compensation has increased since the last survey. Discussion took place regarding the Governor's salary compared to County Superintendents and other similar positions.

### **10.3.4. Appointment of Vice-President to Replace William Stegall**

The Board reviewed the Board President/Vice-President Rotation Protocol included in the Board agenda packet and noted Board Member Hunter is next on the list to serve as Vice-President. Board Member Hunter indicated her family is planning to move out of the area, as a result, she will not be filing for candidacy at the next election to continue in her position on the Board. It was noted that Board Member Hull is next on the list.

**ACTION:** Board Member Manuel motioned to nominate Board Member Hull to replace Board Member Stegall as Vice-President of the Board and complete his term. Board Member Hunter seconded the motion. The motion was approved unanimously.

## **11. DISCUSSION**

### **11.1. Administrative Services:**

#### **11.1.1. Chrysalis Charter School 2016/17 Adopted Budget**

Irene Salter, Administrator of Chrysalis Charter School, reported that the Chrysalis budget is solid for next year noting a facilities grant is in place for one more year which is allowing for a surplus. Multi-year projections for two-years out reflect modest deficits which are being evaluated. An enrollment increase is anticipated as well as other factors such as a positive result from the installation of solar at the school campus.

#### **11.1.2. Redding STEM Academy Charter School 2016/17 Adopted Budget**

John Husom, Administrator of Redding STEM Academy, shared a PowerPoint and provided an overview of the charter schools budget which overall is solid with a good ending fund balance projected. He noted that enrollment is expected to increase which will increase revenue, on the other hand, expenditures are expected to increase with the hiring of additional staff. Four teachers

left in the middle of the year due to medical situations which was difficult to deal with. Cash flow has improved with the loan approved by the County Board. In addition, a revolving loan was approved by the State and can be accessed if needed over the next five years.

Administrator Husome shared that a playground structure has been purchased and will be installed. He discussed the impact of not having an adequate playground. A new drainage system has been installed in a problem area. North Woods Charter School officially closed on June 3, 2016 which should result in reserves being available to R-STEM.

## **11.2. Instructional Services:**

### **11.2.1. Chrysalis Charter School Local Control Accountability Plan (LCAP) and Annual Update**

Administrator Salter reported that Chrysalis did well on all measurable outcomes and has met goals. A few smaller action items have been modified or added to provide better services to students. It was noted that Chrysalis has been in operation for 20 years and was the first charter school in Shasta County; it was originally sponsored by the Enterprise Elementary School District.

### **11.2.2. Chrysalis Charter School Single Plan for Student Achievement**

Administrator Salter reported that not many changes to the document were needed and that initial data from the State is being reviewed. Grade level standards were met utilizing targeted interventions; this practice will be continued. The Chrysalis Site Council emphasized a few areas that will bring new energy to the council.

### **11.2.3. Redding STEM Academy Charter School Local Control Accountability Plan (LCAP) and Annual Update**

Administrator Husome reported that student demographics reflect a very diverse population of students served at R-STEM. He reviewed the stakeholder involvement process and highlighted goals. Comment was made that students who graduate from R-STEM attend a variety of high schools throughout the county. It was noted that R-STEM does not have a Single Plan for Student Achievement as they did not apply for Title 1 funds.

Appreciation was expressed by Administrator Husome to the County Office staff and Board for their support. He added that R-STEM is looking forward to having the County Office provide Business Services support to them next year and invited all to visit the R-STEM campus.

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

President Tanner indicated that Robin Beeson, Executive Assistant to the Superintendent, is in the process of gathering data from county offices in the region on County Board Member remuneration. The information will be shared at the July or August meeting.

Board Member Manuel requested an update on Smarter Balanced testing. Assistant Superintendent Flores indicated the data will be shared when it is available.

President Tanner shared that Megan Cohn, Development Manager for Turtle Bay Exploration Park, inquired in regards to the plans for the Planetarium. President Tanner provided her an update

and has been in contact with Chris Dell and Nate Fairchild in the STEM Department to provide Ms. Cohn with a wish list of materials for the STEM lending library.

**13. NEXT MEETING** – July 13, 2016, 1:30 p.m. at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

**14. ADJOURN**

President Tanner adjourned the meeting at 4:15 p.m.

Respectfully submitted,

Tom Armelino, Shasta County Superintendent of Schools  
Ex-Officio Secretary to the Board