

**SHASTA COUNTY BOARD OF EDUCATION**  
Shasta County Office of Education  
1644 Magnolia Ave.  
Redding, CA 96001

**January 10, 2018**  
**Regular Meeting Minutes**

**ADOPTED**

**1. CALL MEETING TO ORDER**

The meeting was called to order by President Manuel at 1:40 p.m.

Members Present

Kathy Barry  
Diane Gerard  
Rhonda Hull  
Steve MacFarland, Vice-President  
Laura Manuel, 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.)  
Renee Menefee, SCOE  
Dan Ostrowski, SCOE  
Michelle Larsen, SCOE

**2. PLEDGE OF ALLEGIANCE**

Student Board Member Johns led the Pledge of Allegiance.

**3. APPROVAL OF AGENDA**

**ACTION:** Vice-President MacFarland moved to approve the Agenda as submitted. Student Board Member Johns 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. Administrative Services:**

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

### **5.2. Instructional Services:**

#### **5.2.1. Proposed Deletion of Board Policy and Administrative Regulation 0520.2 -**

**Philosophy, Goals, Objectives and Comprehensive Plans – Title 1 Program Improvement School**

#### **5.2.2. Proposed Revisions to Board Policy 3280 – Business and Noninstructional Operations – Sale or Lease of County Office-Owned Real Property**

#### **5.2.3. Proposed Revisions to Board Policy and Exhibit 6161.1 – Instruction – Selection and Evaluation of Instructional Materials**

#### **5.2.4. Proposed Revisions to Board Policy and Administrative Regulation 6162.6 – Instruction – Use of Copyrighted Materials**

**ACTION:** Board Member Gerard moved to approve the Consent Agenda as submitted. Board Member Tanner 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 2016/17 Audit Report**

#### **6.1.3. Chrysalis Charter School 2016/17 Audit Report**

#### **6.1.4. Chrysalis Charter School 2017/18 First Interim Budget**

#### **6.1.5. Redding STEM Academy Charter School 2016/17 Audit Report**

#### **6.1.6. Redding STEM Academy Charter School 2017/18 First Interim Budget**

## **7. RECOGNITION**

### **7.1. Board Members for Service on the Shasta County Board of Education**

Superintendent Flores explained that each January Board Members are recognized for their services on the Board. Board Member Hull was presented an award for her service as President in 2017. Board Members expressed their appreciation for Board Member Hull's service as President and acknowledged how she takes the time to attend as many County Office program and staff events she can. It was noted that this year there were no recognitions for service at five-year increments. Cake was served to honor Board Members.

## **8. DEPARTMENT UPDATE**

### **8.1. Early Childhood Services – Part 1**

Renee Menefee, Executive Director of Early Childhood Services (ECS), thanked the Board for the opportunity to share about ECS over two months and explained that today she will give a broad overview of ECS and next month a more in-depth presentation will be given by the division directors. She reported that ECS has three divisions; Early Education and Instruction, Family and Community Support, and Health and Nutrition services. An overview of the various contracts and grants that provide revenue to the department was provided. Department goals were reviewed and

include awareness and access, reflective professional development, and positive atmosphere. Staff in attendance were introduced with an overview of their duties being shared. ECS celebrations and challenges were discussed and questions from the Board were responded to.

## **9. STUDENT BOARD MEMBER REPORT**

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

Student Board Member Johns reported that school just started back yesterday following the Winter Break. Students are preparing for basketball homecoming and the winter formal where he will be presenting a pyrotechnics show. Changes are taking place for the Associated Student Body that has gone down to 23 members from 38 due to a difference in opinion between students, administration, and the teacher in charge. Student Board Member Johns shared that he was accepted to the Massachusetts Institute of Technology.

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

Student Board Member Pierce indicated her school is also recently back in session following the Winter Break. The performing arts department is preparing for their annual Club Cougar event while juniors are preparing for SATS. She finished submitted college applications last week.

## **10. BOARD BUSINESS**

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

Board Member Hull thanked the Board for the support she was given last year when she was in the Board President position. It was noted that there were some challenging topics that came up last year.

## **11. ACTION**

### **11.1. Board:**

#### **11.1.1. December 13, 2017 Regular Meeting Minutes**

Superintendent Flores noted at the last meeting there was conversation around agenda items that addressed committees and appointing Board representatives to the committees. The minutes from the meeting reflect that action was taken for the first item after it had been addressed and the meeting had moved onto the next agenda item. In addition, when the action item that recommended removing the word “committee” from the bylaw was being followed up on, it was realized it did not make sense to make the change. Superintendent Flores referred to page 224 of the agenda packet that reflects a recommendation to correct the minutes for item 11.3.1.9 Appoint Board Representatives to Committees.

**ACTION:** President Hull moved to approve item 11.1.1 with changes as submitted. Board Member MacFarland seconded the motion. The motion was approved unanimously.

#### **11.1.2. Reconsider Date for February Board Planning Session, Schedule Time, Propose Location and Agenda Items**

Superintendent Flores indicated after the last meeting where the Board Meeting Planning Calendar was approved, President Manuel realized that she will be out of town for the Board Planning Session scheduled for February 21, 2018. An e-mail was sent out to Board Members with optional dates of February 27 and March 3, 2018 and as neither was a unanimous choice, it is being brought

for further consideration. Board Members provided input and there was consensus that the Board Planning Session will be held on March 7, 2018 from 10 a.m.-3 p.m. with proposed locations of the Professional Development Center or the Aspen Room at the County Office. Superintendent Flores indicated that she is proposing that budget planning and Differentiated Assistance be reviewed at the meeting and asked the Board for input. Additional items suggested include an update on the Planetarium and Every Student Succeeds Act. It was agreed that a report on the Counselor Collaboration will be given in April or June.

**ACTION:** Board Member Tanner moved to approve item 11.1.2 as discussed. Board Member Mills seconded the motion. The motion was approved unanimously.

## **12. SUPERINTENDENT'S REPORT**

### **12.1. Community Connection – Mount Lassen Mathematics Council and California Mathematics Council**

Superintendent Flores noted some of the work that Rebecca Lewis, Executive Director of Curriculum and Instruction, does is done throughout the region and extends to the state level as well. Executive Director Lewis handout out a brochure that explains the California Mathematics Council is an organization that serves mathematics educators at all levels and reviews the benefits of being a member. The mission of the council and areas of commitment were discussed and it was noted that equity and access as well as poverty is addressed by the Council. The Council is a venue for members to learn what's happening throughout the state. Free resources available to educators were shared.

Discussion took place regarding the level of competence teachers in Shasta County have with math and various models schools use for teaching math. Executive Director Lewis reported that there are a variety of awards that are presented to educators and that Superintendent Flores is a past recipient of a state award. Grant funding, conferences, and other opportunities available were shared.

### **12.2. Reach Higher Shasta Update**

Superintendent Flores stated it had been suggested in conversation with Board Member Gerard that she meet with the new President of Southern Oregon University to share information on the Shasta Promise and Reach Higher Shasta (RHS). The meeting will take place this Friday; a Google Slide presentation that she prepared for the meeting was shared for the RHS update. The RHS mission was reviewed and the new structure for 2017/18 was shared. Data was shared on remediation rates as was information on work being done at the high school and post-secondary levels. Key accomplishments and current work being done by the various RHS committees and initiatives were reviewed. Information was shared on Project Hometown and the upcoming college and career Signing Day. Interest was expressed by the Board in having Tony Giovaniello, President of the Shasta Economic Development Corporation who is chairing Project Hometown; provide a report at a future Board meeting.

### **12.3. Other Comments**

Superintendent Flores passed out reusable bags with the County Office logo to Board and Student Board Members explaining the bags were given to all staff this year in place of calendar/cards or CD's that were given in the past.

Superintendent Flores shared that an invitation was received earlier in the week for the County Office to apply for a Bill and Melinda Gates secondary network grant for school improvement. The grant is due in early February and is being offered to networks (consortium of districts). It is a great opportunity to bring middle schools on board with the high schools and potential joint work with college/career readiness. Information will be shared with the district superintendents at their upcoming monthly meeting.

### **13. DISCUSSION**

#### **13.1. Instructional Services:**

##### **13.1.1. Juvenile Rehabilitation Facility Local Control Accountability Plan (LCAP) Update**

Mary Lord, Executive Director of Student Programs, shared a Google Slide presentation noting that many of the youth in the juvenile justice system simply haven't had the right mentors and support due to circumstances beyond their control. Professional development includes restorative justice and trauma-informed practices training for staff. Individual instructional coaching includes goal setting, learning, observatory data collection, and reflection. Executive Director Lord discussed critical connections that include communication between teachers, students, and families in addition to working in tandem with Probation staff, community resources, and other agencies. A suggestion was made by the Board to have people who have experienced adverse situations when going up who became successful adults to share their stories with students at the Juvenile Rehabilitation Facility.

##### **13.1.2. Board Policy 0400 – Philosophy, Goals, Objectives and Comprehensive Plans – Comprehensive Plans (first read)**

Superintendent Flores stated that Board policies are provided by the California School Board Association (CSBA) who recently sent the one included in the Board agenda packet. She noted that changes were made from "district" to "county office" and commented that she does not feel the policy has any substance; the Board was asked for input. The Board was in agreement with Superintendent Flores who indicated the policy is not mandated and will be brought to the Board next month as an action item where the Board can decide to adopt it or not.

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

- Project Hometown (will be scheduled for April or June)
- Report from Superintendent Flores' visit to Southern Oregon University (next Superintendent's Report)
- Report from Student Board Member Johns' attendance at the California Association of School Councils conference (will be scheduled for February or March)

### **15. BOARD MEETING REFLECTION**

President Manuel stated in the California School Board Association's book "Call to Order" it was suggested that the Board be given the opportunity to reflect on how the meeting went, therefore, this item has been added to the agenda. Board Member Tanner indicated that she liked the new templates for the written and oral reports for Department Updates. Vice-President MacFarland stated if a difficult situation comes up at a Board meeting, this agenda item allows the opportunity

to reflect on how the item was handled. He added that he appreciates the e-mail Superintendent Flores sends each week highlighting activities, other Board Members agreed.

**16. REMINDERS/UPCOMING EVENTS**

- January 12, 2018, 9:00 a.m. - 2nd Quarter Awards Assembly at EXCEL
- January 17, 2018, 10:00-11:00 a.m. - SWAG Meeting at SCOE in Aspen Room

**17. NEXT MEETING** – February 14, 2018, 1:30 p.m. at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

**18. ADJOURN**

President Manuel adjourned the meeting at 4:02 p.m.

Respectfully submitted,

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