

SHASTA COUNTY BOARD OF EDUCATION

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

October 9, 2019
Regular Meeting Minutes

ADOPTED

1. CALL MEETING TO ORDER

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

Members Present

Kathy Barry
Robert Brown
Rhonda Hull, Vice-President
Steve MacFarland, President
Laura Manuel
Denny Mills
Elizabeth “Buffy” Tanner
Caroline Kikut, Student Board Member (departed at 2:30 p.m.)
Bradley Ramsey, Student Board Member

Administrators Present

Judy Flores, Shasta County Superintendent of Schools
Adam Hillman, Associate Superintendent, Administrative Services
Brien McCall, Associate 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
John Husome, R-STEM
De’An Chambless, SCOE
Dan Ostrowski, SCOE

2. PLEDGE OF ALLEGIANCE

Student Board Member Kikut led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Superintendent Flores requested the agenda be re-ordered as Student Board Member Kikut has to leave at 2:30 p.m. for a swim meet. It was agreed that Student Board Member Kikut’s report under item 10 will follow item 7.1

ACTION: Board Member Tanner moved to approve the Agenda with noted revisions. Vice-President Hull 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 11, 2019 Regular Board Meeting Minutes**
- 5.1.2 Board Bylaw 9322 – Agenda/Meeting Materials**
- 5.1.3 Board Bylaw 9323 – Meeting Conduct**
- 5.1.4 Board Bylaw 9324 – Minutes and Recordings**

5.2 Administrative Services:

- 5.2.1 Credentials and Oaths for Temporary Certificates**
- 5.2.2 Resolution Fixing Appropriations Limit per Gann Amendment**
- 5.2.3 Board Policy 1100 – Community Relations – Communication with the Public (second read)**
- 5.2.4 Board Policy 1112 – Community Relations – Media Relations (second read)**

5.3 Instructional Services:

- 5.3.1 Board Policy and Administrative Regulation 0420 – Philosophy, Goals, Objectives and Comprehensive Plans – School Plans/Site Councils**
- 5.3.2 Board Policy and Administrative Regulation 0450 – Philosophy, Goals, Objectives and Comprehensive Plans – Comprehensive Safety Plans**
- 5.3.3 Administrative Regulation 5148 – Students – Child Care and Development**

ACTION: Vice-President Hull 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 Unaudited Actuals for 2018/19**
- 6.1.3. Chrysalis Charter School Unaudited Actuals for 2018/19**
- 6.1.4. Redding STEM Academy Unaudited Actuals for 2018/19**

7. PRESENTATION

7.1. Shasta Union High School District Career Technical Education Program

Superintendent Flores introduced Dennis Cahill, Director of Categorical Programs for the Shasta Union High School District (SUHSD), and indicated he was invited to do a presentation on the SUHSD Career Technical Education (CTE) program as a result of a request from Student Board Member Ramsey.

While sharing a PowerPoint presentation, Director Cahill stated CTE provides students enhanced learning experiences, preparation for future career and college decisions, and a realistic view of the world of work. It was noted the SUHSD CTE classes are in industry sectors recognized by the state of California. An overview was provided on the courses offered, avenues for students to take CTE courses, and the school sites within the district where they are offered. Enrollment data was shared by student population and industry sector as was data from the California

Dashboard on students being college and career ready. The Measure 1 Bond Program has resulted in improvements to facilities for the district's CTE programs. Director Cahill responded to questions from the Board.

7.2. Redding STEM Academy Charter School Annual Report

John Husome, Principal of Redding STEM Academy, thanked the Board and County Office for their continued support and indicated he's in attendance to share his annual report with information from the prior year. Student demographics show an increase in diversity, current enrollment is 247. Principal Husome provided an in-depth summary on the status of Local Control Accountability Plan (LCAP) goals and plans going forward.

Board meeting dates were shared as were major decisions made and policies established by the Redding STEM Academy Board. An overview was provided on health/safety procedures and summary of changes, budget and financial projections, and internal/external dispute resolutions. Principal Husome shared the special focus for 2017/18 and 2018/19 included positive behavioral interventions and supports, information was shared on how they were implemented and outcomes. A variety of successes were shared as was an overview of admission practices.

8. DEPARTMENT UPDATE

8.1. Facilities, Maintenance, and Operations

Dan Ostrowski, Executive Director of Information Technology, Facilities, Maintenance, and Operations, shared a Google slide presentation that included photos of staff that were viewed as an overview of their duties was provided. A list of sites the Facilities team maintains was reviewed, it was noted there is now only one facility being rented opposed to owned by the County Office. Department goals and the work/action being done to implement them was reviewed. Celebrations included completion of a variety of projects and challenges include all County Office facilities being at capacity with no room for growth. It was noted the Magnolia Park being purchased and maintained by the City of Redding is going better than anticipated.

9. ACTION

9.1. Instructional Services:

9.1.1. Consider Using Portion of Ending Fund Balance for Assessment Center

Superintendent Flores referred to the information in the agenda packet. She noted with past facility purchases a specific amount of funding was approved by the Board and the details were left to administration to handle with updates provided to the Board. It is being proposed that the Board authorize \$3 million of the ending fund balance to be utilized on an assessment center. A grant being applied for by Early Childhood Services provides funding opportunities for an assessment center along with additional funds for professional development.

Adam Hillman, Associate Superintendent of Administrative Services, reported it has been determined the building located on South Bonnyview Road discussed at the September Board Planning Session will not meet the needs for an assessment center and provided details. He indicated another building on Athens Avenue previously occupied by Orchard Supply Hardware (OSH) is being considered. Executive Director Ostrowski reported on specifics of the building that would work for an assessment center.

Superintendent Flores stated while the cost for the Athens Avenue building is being discussed with the owner, it is known it will be less than \$3 million. It is projected that renovation costs would be covered by the grant being applied for if it is awarded. Ongoing costs for the OSH building would be similar to those shared at the Board Planning Session for the building on South Bonnyview Road that was being considered. Discussion took place regarding costs to renovate the old JoAnne Fabric building where the Shasta-Trinity Schools Insurance Group and Prestige Urgent Care is located on Hartnell Avenue and how it would be a similar project.

Comment was made if an offer were made on the Athens Avenue building it would be contingent upon the grant being awarded. Executive Director Ostrowski stated the seller was informed of the plan to use the building as an assessment center and was excited of the potential. It was noted the California Department of Education plans to announce grant recipients on November 12, 2019. In addition, should the construction costs at the Athens Avenue building exceed available funds, the project could be portioned off and finalized at a later date when additional funds are available.

ACTION: Board Member Manuel moved to approve \$3 million of the ending fund balance be designated to purchase a facility to be utilized by Early Childhood Services as an assessment center contingent upon the California Department of Education grant being awarded to the County Office. Board Member Brown seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Tanner
NOES: None
ABSTENTIONS: None
ABSENT: None

Student Board Members

AYES: Ramsey
NOES: None
ABSTENTIONS: None
ABSENT: Kikut

9.2. Board:

9.2.1. Revisit Mission

Superintendent Flores stated at the September Board Planning Session she was asked to get input from County Office leadership in regards to the three options the Board came up with for the Mission, as such, she shared the options with Administrative Council at their last meeting and all selected the option to not make any changes to the Mission.

ACTION: Board Member Mills moved to retain the current Mission. Board Member Barry seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Tanner
NOES: None
ABSTENTIONS: None
ABSENT: None

Student Board Members

AYES: Ramsey
NOES: None
ABSTENTIONS: None
ABSENT: Kikut

9.2.2. Board Focus Areas for 2019/20

Superintendent Flores indicated at the September Board Planning Session, the Board identified the following as focus area for 2019/20:

- Updates on a facility for Early Childhood Services when new information is available
- Updates on Whiskeytown Environmental School when new information is available
- Visits to charter schools sponsored by the Board and the Independent Study program

A suggestion was made to add:

- Updates on the Planetarium when new information is available

Discussion took place regarding how Board policy updates from the California School Boards Association that are brought to the Board on a regular basis reflect new legislation that affects County Office programs.

ACTION: Board Member Tanner moved to approve the four Board Focus Areas for 2019/20 as identified. Board Member Mills seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Tanner
NOES: None
ABSTENTIONS: None
ABSENT: None

Student Board Members

AYES: Ramsey
NOES: None
ABSTENTIONS: None
ABSENT: Kikut

9.2.3. Student Board Member Attendance at California Association of Student Councils Student Advisory Board on Legislation in Education Conference January 13-15, 2020 in Sacramento

Student Board Member Ramsey expressed interest in attending the conference. As Student Board Member Kikut was not in attendance, she will be contacted to see if she is interested in attending.

ACTION: Board Member Tanner moved to approve sending up to two Student Board Members to the conference in item 9.2.3. Vice-President Hull seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Tanner
NOES: None
ABSTENTIONS: None
ABSENT: None

Student Board Members

AYES: Ramsey
NOES: None
ABSTENTIONS: None
ABSENT: Kikut

10. STUDENT BOARD MEMBER REPORT

• Bradley Ramsey, Anderson High School

Student Board Member Ramsey shared a handout that included an update on activities occurring at his school and provided an overview. He indicated he has not been made aware of any issues at his school that need to be addressed.

• Caroline Kikut, Shasta High School *This item was addressed after item 7.1*

Student Board Member Kikut reported on home coming, a recent swim meet, and shared that she has an interview with Occidental College in Los Angeles.

11. BOARD BUSINESS

11.1. Special Education Transitional Training Services

Superintendent Flores indicated Sharon Hjella, Executive Director of SELPA, has been asked to present based on a request by Board Member Brown. A PowerPoint presentation was shared that included information on what's going on in California and Shasta County in regards to students with disabilities. Data on high school graduation and dropout rates was reviewed as was testing benchmark scores. Executive Director Hjella discussed transition planning and services for students with disabilities and their parents. Discussion took place regarding student led Individualized Educational Plans (IEP's), transitioning from high school to college, and workability programs.

11.2. Board Comments/Discussion/Reports/Correspondence

Early Childhood Services (ECS) Assessment Center – Discussion took place regarding the size of the building on Athens Avenue being considered for an assessment center and how the current ECS office on Hilltop Drive would not be sold as there is always a need for office space for County Office programs. Comment was made that the building on Athens Avenue could potentially house a training center in addition to an assessment center. In response to an inquiry if the space immediately adjacent to the building on Athens Avenue that previously housed a furniture store could also be purchased, comment was made that there are not enough funds available to purchase both.

American Indian Training – Board Member Hull shared that she attended the training held the day before where lots of good information was provided.

Brown Act Workshop – Board Member Manuel stated she had information to share from the workshop she and Board Members Brown and Mills attended. She indicated lots of good reminders were given and discussed how the sample agenda provided at the workshop listed “Public Comment” and that the Board may want to consider this as its simpler than “Hearing of Persons Wishing to Address the Board” as stated on the Board’s agendas.

She added that Tom Gauthier of Lozano Smith Law Firm who was the presenter stated that every time action is taken, the Board President should ask for public comment before taking action. Comment was made that the Board has “Speaker Cards” in place that are utilized for those who wish to address the Board at a meeting regarding an item on or not on the agenda.

In addition, at the workshop Mr. Gauthier suggested the Board President announce the action taken and indicate if it was passed unanimously or specify the vote such as five Ayes and two Noes. Information was also shared on what the public is allowed to do including criticizing an employee. It was noted the Board should not get into a discussion regarding an item brought up by the public that is not on the agenda, however, a brief response can be provided or questions asked for clarification. The Board can also ask staff to report back on a topic brought up during the meeting.

Board Member Brown stated Mr. Gauthier indicated Board meetings are open to the public, however, they are not the public’s meeting.

Board Member Manuel stated she feels Board meetings should be welcoming and that attendees should feel like a concern can be brought up. In addition, it is nice to give some type of acknowledgement when a member of the public addresses the Board. Discussion took place regarding the amount of time allotted for the public to address the Board. Board Member Manuel encouraged Board Members to attend trainings.

PG&E Power Shutoffs – In response to an inquiry of how many were impacted by the current power shutoff, several raised their hand. Discussion took place regarding regulations for school closures. Comment was made that it will be interesting to see what the outcome is considering how many were impacted throughout the state.

12. SUPERINTENDENT'S REPORT

Superintendent Flores reported on the following:

- American Indian training day held on October 8, 2019
- CSBA Golden Bell Award validation visit
- Reach Higher Shasta articles included in each issue of Enjoy Magazine

In addition, she shared that as requested by the Board, Tom Gauthier was consulted to determine if a second read for a Board policy is going to be waived if it has to be announced at the meeting. His response was that the way the Board Bylaw is written, it should be announced at the meeting and recorded in the minutes. An option would be to revise the Board Bylaw to state that a second read is automatically waived unless otherwise requested by the Board. There was consensus amongst Board Members that they prefer it be announced at the meeting if a second read is going to be waived.

13. DISCUSSION

13.1. Instructional Services:

13.1.1. Local Indicators for Shasta County Office of Education Programs

Mary Lord, Executive Director of Student Programs, following a Google Slide presentation, reported that Local Indicators used to be submitted to the California Department of Education as a check-in, there are now five levels to address how they are measured and sustainable. County Office program priorities and how they are being met were reviewed.

14. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

An inquiry was made as to when the test results of how schools are doing will be available. Superintendent Flores indicated they are supposed to be released today and will be shared at the November Board meeting.

A request was made for data to be shared on the impact of the school attendance campaign. Superintendent Flores indicated she will see what information is available to compare attendance numbers from last year to this year.

15. REMINDERS/UPCOMING EVENTS

- October 19, 2019, 7:00-8:30 p.m. - An American Genocide Presentation by Author Dr. Benjamin Madley at Cascade Theatre (No fee or registration required)
- October 21-25, 2019 - Project SHARE Lights On! Event at Various Sites/Times (Schedule will be e-mailed to Board Members when available)
- October 30, 2019, 12:30-1:30 p.m. - Harvest Festival at EXCEL
- October 31, 2019, 9:55 a.m.-12:05 p.m. - Fall Festival at Chrysalis
- November, All Month - Donate new/unwrapped toys for ages 0-18 for Stuff the Bus at SCOE offices
(Information will be e-mailed to Board Members when available)
- November 4, 2019, 9:00 a.m.-3:00 p.m. - Foster and Homeless Youth Education Training at PDC in Shasta Hall (Registration information e-mailed to Board Members-RSVP to Robin by 10/15/19)

- November 7, 2019, Times Vary - Read for the Record at School Sites Throughout Shasta County (Sign-up information will be e-mailed to Board Members when provided by First 5 Shasta)
- November 13, 2019, 10:00-11:30 a.m. - SWAG Meeting (Safety Emphasis) at SCOE in Oak Room
- November 15, 2019, 9:00 a.m.-2:10 p.m. - Ignite Opportunity STEM Career Day at Shasta County Fairgrounds

16. NEXT MEETING – November 13, 2019, 1:30 p.m. at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

17. ADJOURN

President MacFarland adjourned the meeting at 5:06 p.m.

Respectfully submitted,

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