

SHASTA COUNTY BOARD OF EDUCATION

Shasta County Office of Education

1644 Magnolia Ave.

Redding, CA 96001

November 13, 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
Elizabeth “Buffy” Tanner
Caroline Kikut, Student Board Member
Bradley Ramsey, Student Board Member

Members Absent

Denny Mills

Administrators Present

Judy Flores, Shasta County Superintendent of Schools
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.)
Renee Menefee, SCOE
Michelle Larsen, SCOE ECS
De’ An Chambless, SCOE
Irene Salter, Chrysalis
Katy Martin, SCOE
Dan Ostrowski, SCOE
Rebecca Lewis, SCOE

2. PLEDGE OF ALLEGIANCE

President MacFarland led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

ACTION: Vice-President Hull moved to approve the Agenda as submitted. Student Board Member Ramsey seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

4. DEDICATION CEREMONY – Diane Gerard Board Room

President MacFarland shared a tribute to past Board Member Diane Gerard. Board Members shared fond memories and stories of prior Board Member Gerard and her time on the Board. A framed resolution dedicating the Board Room as the Diane Gerard Board Room passed by the Board on July 10, 2019 was presented to Lou and David Gerard, prior Board Member Gerard’s husband and son. A dedication plaque displayed in the Diane Gerard Board Room was unveiled. Mr. Gerard thanked the Board and shared a few words.

5. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

There were none.

6. APPROVAL OF CONSENT AGENDA

6.1. Board:

6.1.1. October 9, 2019 Regular Board Meeting Minutes

6.1.2. Excuse Board Member Mill’s Absence at November 13, 2019 Regular Board Meeting for Reasons Deemed Acceptable to the Board per Board Bylaw Administrative Regulation 9250 and Education Code 1090

6.2. Administrative Services:

6.2.1. Credentials and Oaths for Temporary Certificates

6.2.2. Proposed Revisions to Board Policy and Administrative Regulation 3311 – Business and Noninstructional Operations – Bids

6.3. Instructional Services:

6.3.1. Early Childhood Services California State Preschool Program (CSPP) Goals and Objectives for 2019/20

6.3.2. County School Attendance Review Board (SARB) Membership

6.3.3. Proposed Revisions to Board Policy and Exhibit 0420.41 – Philosophy, Goals, Objectives and Comprehensive Plans – Charter School Oversight

6.3.4. Proposed Revisions to Board Policy and Administrative Regulation 5144.1– Students – Suspension and Expulsion/Due Process

ACTION: Board Member Tanner moved to approve the Consent Agenda as submitted. 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, Tanner
NOES: None
ABSTENTIONS: None
ABSENT: Mills

Student Board Members

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

7. 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.

7.1. Administrative Services:

7.1.1. General Fund Board Report

7.2. Instructional Services:

7.2.1. Quarterly Report on Williams Uniform Complaints

7.2.2. School Attendance Review Board (SARB) Annual Report

8. PRESENTATION

8.1. Chrysalis Charter School Annual Report

Irene Salter, Chrysalis Charter School Administrator, shared she recently announced to the Chrysalis Board that she is planning for her departure date to be June 2021. At the Chrysalis teacher retreat it was determined that a search for a new administrator will take place with plans for them to start next school year and work alongside Administrator Salter in the beginning with her days decreasing as the year goes along.

Sharing a Google Slide presentation, Administrator Salter reviewed goals which included administrator transitioning and student leadership, facilities expansion and plan, and cross-grade curricular coordination. An overview of financials, enrollment, test scores, and planned areas for improvement was provided. Information was shared on how Chrysalis teaches for understanding, focuses on science and nature, has a culture of kindness, and embraces the whole child.

8.2. California Assessment of Student Performance and Progress (CAASPP) Results

Shere DePaoli, Director of Continuous Improvement and Support, shared a PowerPoint presentation as she provided an overview of county-wide data and student groups in math and English Language Arts. She discussed how assessments are scored and measured in relation to Standards. Superintendent Flores shared that schools not experiencing improvement have been contacted by County Office staff and assistance has been offered to them.

Discussion took place regarding the number of students who do not participate in testing, reasons they opt out, and alternatives being considered to increase the number of students tested. Inquiries regarding grades that are required to test and schools with high poverty were addressed. Rebecca Lewis, Executive Director of Curriculum and Instruction, addressed what professional development will be offered to districts based on the test results.

9. DEPARTMENT UPDATE

9.1. Professional Learning and Leadership Support Services Department Update

Mike Freeman, Senior Executive Director of Instructional Services, and Rebecca Lewis, Executive Director of Curriculum and Instruction, presented a Google Slide presentation and shared how the Administrator Support Services and Curriculum and Instruction departments have melded into the Professional Learning and Leadership Support Services and provided an overview of the departments purpose. Photos of staff were shared as their areas of experience were explained. An in-depth review of department goals, highlights and celebrations were reviewed as were challenges.

10. BOARD BUSINESS

10.1. Board Comments/Discussion/Reports/Correspondence:

10.1.1. Northern Summit Academy Update

Superintendent Flores stated Julia Knight, Executive Director of Northern Summit Academy, was invited to share what has transpired since the Northern Summit Academy (NSA) charter was approved by the Board. Executive Director Knight provided a handout and reviewed what has been done to their new facility to date and indicated they are ready for a final inspection. Enrollment is at 187, it was noted some students left due to the transition and it is anticipated some will return once NSA is settled in their

new facility. Information was shared on academics and proposed additions for student services that includes a material revision that will be coming to the Board next month for a meeting location/center at Lewiston Elementary School in Trinity County that will enable NSA to better serve their students who reside in Trinity County.

Superintendent Flores referred to information in the Board packet that includes a timeline for addressing various elements of the conditional approval that was granted to NSA by the Board. Executive Director Knight reported on the status of each element. It was noted that the required Memorandum of Understanding is later in the agenda as an action item.

10.1.2. Impact of New Vaccination Legislation

Superintendent Flores indicated this information is being presented to the Board in response to a request at a prior meeting. Michelle Larsen, Program Director of Health and Nutrition Services, shared a Google Slide presentation as she provided background information on the reason for SB 276 that will become effective on January 1, 2021. It was reported the new regulation will require students to have a medical exemption for vaccinations and will no longer allow for personal exemptions. Program Director Larsen shared information on vaccination checkpoints for implementing the new law, provided an overview of the allowed medical exemptions, reviewed vaccination exemption trends, and indicated medical exemptions will be recorded in a state-wide database.

Data from Public Health for Shasta County compared to statewide data for 2018/19 was reviewed as was data for County Office programs. It was noted that private schools are required to follow the same regulations. In response to an inquiry in regards to which immunizations are required at the various grade levels, Program Director Larsen indicated she will provide a chart to the Superintendent's Office that can be e-mailed to the Board.

10.1.3. Superintendent's Compensation

Adam Hillman, Associate Superintendent of Administrative Services, stated it is the time of year to request for two Board Members to meet with he and Jodie VanOrnum, Sr. Executive Director of Human Resources, to discuss the Superintendent's compensation. President MacFarland and Vice-President Hull volunteered. It was noted that they will be contacted by Human Resources to schedule a meeting and a recommendation will be brought to the next Board meeting.

10.1.4. Other Comments

Vice-President Hull shared that she participated in Read for the Record at Shasta Meadows School in a kindergarten class and enjoyed the experience.

11. ACTION

11.1. Board:

11.1.1. Chrysalis Charter School Revision

Administrator Salter reported one of the proposed changes is the result of a budget trailer bill that does not allow a charter school to require the parent to provide records from their child's prior school as part of the admission process. In addition, Chrysalis has decided to delete the requirement for certain categories of students to be interviewed by staff prior to being enrolled as it could be considered discriminatory. It was noted families will still be encouraged to visit the school prior to enrolling, but there will not be a formal interview.

ACTION: Board Member Manual moved to approve item 11.1.1 as submitted. Board Member Tanner seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

11.1.2. Memorandum of Understanding Between Shasta County Board of Education, Shasta County Superintendent of Schools/Office of Education and Northern Summit Academy

De’An Chambless, Sr. Executive Director of Business Services, reported that she and Nathan Fairchild, Program Director of Educational Programs, worked with Julia Knight, Executive Director of Northern Summit Academy, to develop the memorandum of understanding (MOU). A sample MOU from the Charter Accountability Resource and Support Network (CARNet) and the R-STEM MOU were used as a guide. It was noted that Kathy Thompson, Director of Special Education, assisted with the special education component and it was decided to not have a separate MOU for special education as originally planned.

ACTION: Board Member Tanner moved to approve item 11.1.2 as submitted. 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, Tanner
NOES: None
ABSTENTIONS: None
ABSENT: Mills

Student Board Members

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

11.1.3. Schedule Annual Organizational Meeting of the Board per Ed. Code 35143

Superintendent Flores recommended to hold the meeting as part of the December Regular Board meeting as has been done in the past. It was noted that AB 2449 that was implemented on January 1, 2019 now requires Annual Organizational meetings to be held within 15 days after the second Friday (opposed to the first Friday) in December so the December Regular Board meeting will now be held on the third Wednesday of the month starting in 2019 and going forward.

President MacFarland commented that the December 18, 2019 Board meeting scheduled for 1:30 p.m. will be preceded by lunch at 11:45 a.m., a County Committee meeting at 12:15 p.m., and a Budget Study Session at 12:30 p.m.

ACTION: Board Member Tanner moved to hold the Annual Organizational Meeting of the Board on December 18, 2019 as part of the Regular Board meeting. 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, Tanner

NOES: None

ABSTENTIONS: None

ABSENT: Mills

Student Board Members

AYES: Kikut, Ramsey

NOES: None

ABSTENTIONS: None

ABSENT: None

11.1.4. Board Member Application Form

Associate Superintendent Hillman stated as follow-up to an inquiry made by the Board if it is allowable to ask someone applying for a Board position if they have ever been convicted of a felony, he reached out to legal counsel and found out that it is allowable to ask this on the application. He added that he was informed if all time and probation had been served by a convicted felon in California the law allows them to hold public office, however, there are certain convictions that preclude a person from ever holding public office. It is the Board's prerogative if they wish to ask this of all candidates or selected candidates. Associate Superintendent Hillman suggested the easiest thing would be to modify the application to include a question if the applicant has ever been convicted of a felony or misdemeanor and if they have, include an area for them to indicate what it was.

Discussion took place regarding the hiring process for employees. Associate Superintendent Hillman indicated if an employee, or potential employee, was convicted of certain things, they could not work for the County Office. It was noted that employees are required to be fingerprinted and it has been questioned if Board Members should also be fingerprinted. Associate Superintendent Hillman will inquire with legal counsel if Board Members as elected officials can be required to be fingerprinted.

Comment was made by the Board that the interview process is very rigid and it would be nice to have some flexibility to bring something up during Board Member interviews. Associate Superintendent Hillman indicated he will inquire with legal counsel about this as well.

Additional comment was made by the Board in regards to a prohibition about asking an elected official about their criminal history. Associate Superintendent Hillman indicated he can ask legal counsel about this again and ask for a written opinion if needed.

It was noted that Shasta College has a program for people with prior convictions who have served their time and their debt to society has been fulfilled to help them move forward. Concern was expressed regarding appointing someone who cannot legally be on the Board.

A suggestion was made to align the application for Board Members in regards to asking about prior convictions with that of employees and to add a question if the applicant is a registered sex offender. It was also suggested that fingerprinting procedures for staff also be followed by Board Members.

There was consensus amongst the Board that action would not be taken on this item and a sample application/process be brought to the next Board meeting.

11.2. Instructional Services:

11.2.1. Administrative Regulation 5131.41 – Students – Use of Seclusion and Restraint (first read)

Superintendent Flores reported there is a new law that further defines what a restraint is resulting in the need for an Administrative Regulation to identify what techniques can be used. Discussion took place

regarding how staff at EXCEL are utilizing verbal communication techniques which has resulted in data reflecting fewer restraints.

ACTION: Board Member Manuel moved to approve item 11.2.1 as submitted and waive the second reading. 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, Tanner
NOES: None
ABSTENTIONS: None
ABSENT: Mills

Student Board Members

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

11.3. Administrative Services:

11.3.1. Administrative Regulation 3311.4 – Business and Noninstructional Operations – Procurement of Technology Equipment (first read)

Associate Superintendent Hillman stated that the new Administrative Regulation includes information formerly in Board Policy and Administrative Regulation 3311 which was on the Consent Agenda.

ACTION: Vice-President Hull moved to approve item 3311.4 as submitted and waive the second reading. Board Member Tanner seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

11.3.2. Resolution Authorizing Shasta County Office of Education to Make Application for and to Sign Certain Assurances with Respect to Application for Local, State, and Federal Programs, Projects, and Grants

Katy Martin referred to the information in the Board agenda packet and indicated that Anderson Union High School District also applied for the grant which will result in an additional electric bus at Transportation if the grant is awarded as the district contracts with the County Office to provide their transportation services. Discussion took place regarding the infrastructure being put in place for electric buses at the Transportation facility, how many miles they can go, and how long it takes to charge them.

ACTION: Board Member Tanner moved to approve item 11.3.2 as submitted. 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, Tanner

NOES: None

ABSTENTIONS: None

ABSENT: Mills

Student Board Members

AYES: Kikut, Ramsey

NOES: None

ABSTENTIONS: None

ABSENT: None

12. STUDENT BOARD MEMBER REPORT

• Bradley Ramsey, Anderson High School

Student Board Member Ramsey reported on sports and music events. Alternatives are being looked at for Home Coming as it was cancelled due to a power outage. He shared about power sources in the Anderson area. Information on the school's robotics schedule and sponsorship opportunities were provided.

• Caroline Kikut, Shasta High School

Student Board Member Kikut stated that deficiencies at her school are on the rise. She shared information on sports events and indicated she submitted her application to Occidental College.

13. SUPERINTENDENT'S REPORT

13.1. Public Disclosure of Collective Bargaining with Child Development Educators Association

Superintendent Flores stated it was decided a while back to list the outcome of negotiations with bargaining groups for County Office employees under the Superintendent's Report on the Board agenda as a means to sunshine the information at a public meeting. She indicated that the outcome of the Child Development Educators Association is in alignment with the other bargaining groups.

13.2. Other Comments

Superintendent Flores reported on the following:

- School Counselor recognition program
- Visits to County Office programs
- Visits to district schools
- American Indian Advisory work
- Student attendance campaign
- Reacher Higher Shasta Secondary Committee
- Arts Alive event

14. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

Board Member Manual suggested Superintendent Flores include in her next Superintendent's Report a recap for the Board of how the Public Safety Power Shutoffs have impacted schools in Shasta County and what is happening at the state level. In addition, she referred to information that was provided a while back by legal counsel prior to an Interdistrict Appeal Hearing that she felt was helpful and asked if the information was available.

15. REMINDERS/UPCOMING EVENTS

- November 13, 2019, 10:00-11:30 a.m. - SWAG Meeting (Safety Emphasis) at SCOE in Oak Room
- November 13, 2019, 4:00-7:00 p.m. – Arts Alive! Art Show Open House at SCOE

- November 15, 2019, 9:00 a.m.-2:10 p.m. - Ignite Opportunity STEM Career Day at Shasta County Fairgrounds
- November 20, 2019, 11:30 a.m.-1:00 p.m. - EXCEL Thanksgiving Feast at ERC Gym
- November 20, 2019, 5:30-7:30 p.m. - Independent Study Friendsgiving and Awards Night at ERC Gym
- November 21, 2019, 6:00 p.m. - STEM Night at Chrysalis
- December 7, 2019, 6:00-8:00 p.m. - Support Transportation at Lighted Christmas Parade at Corner of Placer and Pine Streets
- December 10, 2019, 6:00 p.m. - Holiday Performance at Chrysalis
- Date/Time TBD - Holiday Event at EXCEL or ERC Gym (*Information to be e-mailed to Board when available*)

16. NEXT MEETING – December 18, 2019, 1:30 p.m. at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

- 11:45 a.m. – Board Lunch
- 12:15 p.m. – Shasta County Committee on School District Organization Annual Organizational Meeting
- 12:30 p.m. – Board Budget Study Session
- 1:30 p.m. – Regular/Annual Organizational Meeting of the Board

President MacFarland made note that a Special Board meeting has been scheduled for November 22, 2019 at 9:00 a.m. for an interdistrict appeal hearing.

17. ADJOURN

President MacFarland adjourned the meeting at 4:55 p.m.

Respectfully submitted,

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