

SHASTA COUNTY BOARD OF EDUCATION

Shasta County Office of Education

1644 Magnolia Ave.

Redding, CA 96001

February 12, 2020

Regular Meeting Minutes

ADOPTED

1. CALL MEETING TO ORDER

The meeting was called to order by President Hull at 1:34 p.m.

Members Present

Kathy Barry
Robert Brown
Rhonda Hull, President
Steve MacFarland
Laura Manuel
Denny Mills, Vice-President
Caroline Kikut, Student Board Member
Bradley Ramsey, Student Board Member

Members Absent

Elizabeth “Buffy” Tanner

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.)
Traci Carr, SCOE
Gina Murphy, SCOE
Carie Webb, SCOE
Kathy Thompson, SCOE

2. PLEDGE OF ALLEGIANCE / APPROVAL OF AGENDA

President Hull led the Pledge of Allegiance.

ACTION: Board Member MacFarland 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, Mills
NOES: None
ABSTENTIONS: None
ABSENT: Tanner

Student Board Members

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

3. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

There were none.

4. APPROVAL OF CONSENT AGENDA

4.1. Board:

4.1.1. January 8, 2020 Regular Board Meeting Minutes

4.2. Administrative Services:

4.2.1. Credentials and Oaths for Temporary Certificates

4.2.2. Proposed Revisions to Board Policy and Administrative Regulation 3100 – Business and Noninstructional Operations – Budget Adoption and Revision

4.3. Instructional Services:

4.3.1. Extended School Year Waiver

4.3.2. Disposal of Planetarium Equipment

4.3.3. Proposed Revisions to Board Policy 0410 - Philosophy, Goals, Objectives and Comprehensive Plans - Nondiscrimination In County Office Programs And Activities

4.3.4. Proposed Revisions to Board Policy 5145.3 – Students – Nondiscrimination/ Harassment

4.3.5. Proposed Revisions to Board Policy and Administrative Regulation 5145.7 – Students – Sexual Harassment

ACTION: Board Member Manual moved to approve the Consent Agenda as submitted. Vice-President Mills seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills

NOES: None

ABSTENTIONS: None

ABSENT: Tanner

Student Board Members

AYES: Kikut, Ramsey

NOES: None

ABSTENTIONS: None

ABSENT: None

5. 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.

5.1. Administrative Services:

5.1.1. General Fund Board Report

5.1.2. Workers' Compensation Annual Certification of Liabilities

5.1.3. State Budget Update

5.2. Instructional Services:

5.2.1. Quarterly Report on Williams Uniform Complaints

5.2.2. School Accountability Report Cards (SARC's)

6. DEPARTMENT UPDATE

6.1. Student Programs – Part 2

Mary Lord, Executive Director of Student Programs, explained because the department is so large, the update is done at two Board meetings with today being part two. A Google Slide was shared and included the following presentations:

Gina Murphy, EXCEL Principal, reported that the EXCEL program is a regional placement for students K-8 who are behaviorally challenged. Discussion took place regarding North Valley Non-Public School students being placed at EXCEL following the closure of the school.

Carie Webb, Assistant Principal, Shasta County Independent Study Program, stated the program is an alternative educational setting for students and is voluntary. Testimonials from students, parents, and staff were shared.

Kathy Thompson, Director of Special Education and Principal of Juvenile Rehabilitation Facility, shared positive changes in leadership at the facility. Demographic information was shared on students at the facility.

Traci Carr, Coordinator of Student Programs, stated she oversees the LCSSP (Learning Communities for School Success Program) grant. She indicated the focus of the grant is to improve student attendance. Districts in the consortium include Anderson and Shasta Union High School Districts and Central Valley and Mountain Lake High Schools in the Gateway Unified School District.

Each provided an overview of their program goals and how they are being accomplished as well as celebrations and challenges.

7. ACTION

7.1. Instructional Services:

7.1.1. School Safety Plan for Oasis Campus

Executive Director Lord stated the plan is a living document, it is looked at four times a year and updated as needed. The most recent data and practices on school safety is reviewed and drills take place throughout the year. It was suggested consideration be given to include information in the plan on parents being notified in the event of an evacuation where their child will be relocated to and that plans for false fire alarms be addressed. Executive Director Lord replied that the safety plan provided for public inspection such as the one included in the agenda packet is not as detailed as the one used for implementation.

ACTION: Board Member MacFarland moved to approve item 7.1.1 as submitted. 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

NOES: None

ABSTENTIONS: None

ABSENT: Tanner

Student Board Members

AYES: Kikut, Ramsey

NOES: None

ABSTENTIONS: None

ABSENT: None

7.1.2. School Plan for Student Achievement

Executive Director Lord shared that development of the document is a team effort. A template from Document Tracking Services is utilized and includes a lot of the same information as the Local Control Accountability Plan. Meetings with parents, teachers, and community members are held to review the information and get input. Discussion took place regarding data included in the document.

ACTION: Board Member MacFarland moved to approve item 7.1.2 as submitted. Vice-President Mills seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

7.1.3. Administrative Regulation 1340 – Community Relations – Access to County Office Records (first read)

Executive Director Lord reported the policy has to do with access to records maintained by the County Office and noted Board Member Manuel had inquired to “district” being removed on page 199, item b. She explained it is proposed to be deleted as it could not be recalled if there had been a situation where an employee’s personal information needed to be shared with a district, however, it could be added back as there is always the potential for the situation to arise. It was noted Board Member Manuel’s suggestion was that the sentence state “To an officer or employee of a state agency, a school district or another county office of education when necessary for the performance of official duties.”

ACTION: Board Member MacFarland moved to approve item 7.1.3 with the suggested amended language and the second reading of the policy be waived. Vice-President Mills seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

7.2. Board:

7.2.1. Review/Reaffirm/Revise Board Bylaw 9150 – Student Board Members, Student Board Member Application, and 2020/21 Recruitment Process Timeline

Superintendent Flores referred to the Board agenda packet and asked the Board if there were any changes needed to the Student Board Member application. It was noted there was a comment in red font on the application for “Eligibility” questioning if a statement needed to be added to reflect the change made last year to Board Bylaw 9150 – Student Board Members that children/grandchildren of Board and Cabinet members are not eligible to apply. There was consensus that this revision is needed.

Board Bylaw 9150 – Student Board Members was discussed and a suggestion was made to revise it to reflect if there is a tie, that Board Members would have an opportunity to advocate for their top

candidate. Board Members would then revote and if there was another tie, a candidate would be selected by lot.

Discussion took place regarding questions on the application that resulted in the following revisions:

- Question 2 – Delete
- Question 4 – Add “and issues” at the end of the last sentence and add a sentence at the end that states “How might you inform yourself to present meaningful reports to the Board?”

The timeline was reviewed and there were no suggestions for changes.

ACTION: Vice-President Mills moved to approve revisions to Board Bylaw 9150 – Student Board Members and the Student Board Member application as discussed. Board Member MacFarland seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

7.2.2. Review Board Bylaw 9223 – Filling Vacancies and Proposed Procedure/Timeline to Fill Vacancy, Public Notice, Memo, Application, and Interview Questions

Superintendent Flores indicated Board Member Tanner plans to submit her resignation on February 17, 2020. She indicated as the term does not end until December 2020, a provisional appointment will need to be made within 60 days of Board Member Tanner’s resignation being received.

The proposed timeline included in the Board agenda packet was reviewed and includes interviews taking place at the April Regular Board meeting. There was a comment on the timeline that indicates it needs to be determined if the Oath will be administered at the April Board meeting upon appointment or at the opening of the May Board meeting where the new Board Member will be seated. It was noted that when Board Members Mills and Barry were appointed, the Oath was administered at the same meeting they were appointed as the date fell within the timeline to file for candidacy for the November election and they were able to file as incumbents. Following discussion, there was consensus that the Oath would be administered at the opening of the May Board meeting so the new Board Member can invite their family if they choose.

Comment was made that the proposed article included in the Board agenda packet encourages candidates to submit application by the deadline where the other documents states applications are due no later than the deadline. Discussion took place and it was agreed the article needs to be consistent with the other documents.

There were no changes to the other documents included in the Board agenda packet and the interview questions handed out by Superintendent Flores.

ACTION: Vice-President Mills moved to approve revisions to the timeline and article as discussed. Board Member MacFarland seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

7.2.3. Election of County Representative to California School Boards Association (CSBA) Delegate Assembly and California County Boards of Education (CCBE) Board of Directors

Superintendent Flores noted the Board chose to not renew their membership to CCBE and the election before them is for a position that serves on the CSBA Delegate Assembly and CCBE Board of Directors. It was noted there is only one candidate on the ballot who is the incumbent.

ACTION: Board Member Barry moved to vote for Brenda Duchi from the Siskiyou County Office of Education. Board Member MacFarland seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

8. STUDENT BOARD MEMBER REPORT

• Caroline Kikut, Shasta High School

Student Board Member Kikut provided a report on the construction of a new STEM building at her school campus that has taken over two years to complete and will be occupied next week. She shared that following a game with Enterprise High School, there was some vandalism done at the Shasta High campus.

• Bradley Ramsey, Anderson High School

Student Board Member Ramsey shared information on girls and boys basketball teams, home coming, and a new format for rallies.

8.1 Report from California Association of Student Councils (CASC) Student Advisory Board on Legislation in Education (SABLE) Conference

Student Board Member Ramsey shared a Google Slide presentation as he provided an overview of the venue where the conference was held, the process followed to develop educational related legislative proposals, and presentation of proposals to the Joint Hearing Assembly Education and Senate Education at the capitol. The various proposals presented to the legislature included in the Board agenda packet

were referred to. When asked if attending the conference was valuable, Student Board Member Ramsey responded “yes.” Student Board Member Ramsey suggested adding information on how to deal with false fire alarms in the school safety plan addressed previously in the meeting and it becoming a new standard for safety.

9. BOARD BUSINESS

9.1. Board Comments/Discussion/Reports/Correspondence:

9.1.1. Attendance Campaign Update

Superintendent Flores provided a handout and reviewed Shasta County chronic absenteeism data. She noted the impact is hard to measure, however, there is a change in local outcomes compared to those of the state. Data included in the Board agenda packet was also reviewed.

9.1.2. Other Comments

Planetarium – Board Member Manuel shared that the Friends of the Planetarium recently sponsored an event at the Planetarium that featured the new equipment and a 40-year celebration. A legislative resolution was presented by Bruce Ross of Senator Dahle’s office at the event that was well attended. It was noted the facilitator was Nate Fairchild, Program Director of Educational Programs, who was enthusiastic the entire time during the three-hour event that resulted in lots of positive comments and donations.

Every Student Succeeding – Board Member MacFarland referred to the inspiring stories shared at the luncheon and how he was amazed at the resilience of the students who have overcome incredible issues in their lives and are yet succeeding. It was noted that student photos and statements included in the program are displayed in the hall at the Magnolia office. Comment was made how there was an obvious connection between the students and the adult who told their story at the event.

10. SUPERINTENDENT’S REPORT

10.1. Extended Report on Highlights from CSBA Annual Conference

Superintendent Flores shared a Google Slide presentation and provided additional information as requested by the Board on ABC Unified School District’s work on reducing suspensions and Santa Ana Unified School District’s parent engagement efforts.

10.2. Reach Higher Shasta Update

Brien McCall, Associate Superintendent of Instructional Services, reported on the highlights of the Literacy Initiative that was not included in the Board agenda packet. Superintendent Flores referred to the information included in the Board agenda packet that included an update on the various committees and initiatives.

10.3. Other Comments

Superintendent Flores reported on the following:

- Topics for March 4, 2020 Board Planning Session
- Bargaining Unit Group Dinner Meeting
- Staff Retirements in Superintendent’s Office
- Northern Summit Academy Facility Occupancy
- Shasta Celebrates Teachers Event

11. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

Student Board Member Ramsey suggested it would be good to look into adding additional protocols to school safety plans around proposed legislation.

Board Member Manuel indicated the State Budget information included in the Board agenda packet was well written and informative.

12. REMINDERS/UPCOMING EVENTS

- February 13, 2020, 9:00 a.m.- 4:00 p.m. - Mock Trials at PDC in Shasta Hall
- February 13, 2020, 6:00 p.m. - Mock Trials Awards Ceremony at PDC in Shasta Hall
- February 28, 2020, 10:00-11:30 a.m. - Read Across America at EXCEL (sign-up information will be e-mailed to Board Members)
- March 6, 2020, 8:00 a.m.-3:30 p.m. – REPEAT Training: “Understanding the Realities of our Native American Students and Their Families at PDC in Shasta Hall (registration information was e-mailed to Board Members)
- March 10, 2020, 7:30-8:30 a.m. - Principal for a Day Breakfast at PDC in Shasta Hall
- March 11, 2020, Times Vary, Principal for a Day at School Sites (registration information was e-mailed to Board Members)
- March 11, 2020, 10:00-11:30 a.m. - SWAG Meeting (Safety Emphasis) at SCOE in Maple Room
- March 17, 2020, 8:00 a.m. Registration/9:00 a.m.-4:00 p.m. - Annual Tobacco Use Prevention Education Training at McLaughlin Auditorium/Sequoia School (registration information was e-mailed to Board Members)

Superintendent Flores provided a handout on “The Science in Ceremony” scheduled for March 24, 2020 from 4:30-7:00 p.m. at the Professional Development Center.

13. FUTURE MEETINGS

- March 4, 2020, 11:00 a.m. – Board Planning Session at Sierra Pacific Industries, 19794 Riverside Ave., Anderson, CA 96007
- March 11, 2020, 1:30 p.m. – Regular Board Meeting at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

14. ADJOURN

President Hull adjourned the meeting at 5:09 p.m.

Respectfully submitted,

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