

# SHASTA COUNTY BOARD OF EDUCATION

Shasta County Office of Education

1644 Magnolia Ave.

Redding, CA 96001

**April 15, 2020**

## **Regular Meeting Minutes**

This meeting was held via teleconference and met the requirements of the Brown Act as allowed by the California Governor's Executive Order issued in response to the "shelter-in-place" requirements based on the COVID-19 (coronavirus) pandemic.

The meeting was accessible via a technology device, at:

<https://bit.ly/SCOEBoardApril2020>

Or by telephone, at:

**Phone: 1-669-900-6833**

**Meeting ID: 500 152 021**

**Password: 484366**

**ADOPTED**

### **1. CALL MEETING TO ORDER**

The meeting was called to order by President Hull at 1:30 p.m., she indicated Superintendent Flores would be facilitating the meeting due to it being held via teleconference.

#### 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

#### 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 participated for all or a portion of the teleconference meeting, there may have been others in attendance not listed)  
Nathan Fairchild  
Mike Freeman  
Rebecca Lewis  
Mary Lord  
Renee Menefee  
Kurt Swanson

### **2. TELECONFERENCE PROTOCOLS**

Superintendent Flores provided an overview of the protocols for the meeting being held via teleconference including how to address the Board with public comments and that all action items will be done by roll call vote of Board Members.

### **3. APPROVAL OF AGENDA**

**ACTION:** Board Member MacFarland moved to approve the Agenda as submitted. Student Board Member Ramsey seconded the motion. A roll call vote was taken; 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. March 4, 2020 Planning Session Minutes**

**5.1.2. March 11, 2020 Regular Board Meeting Minutes**

**5.1.3. Revised Charter Petition for Northern Summit Academy**

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

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

**5.2.2. Resolution for School Communications Interoperability Grant**

**ACTION:** Vice-President Mills moved to approve the Consent Agenda as submitted. President Hull seconded the motion. A roll call vote was taken; 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. Chrysalis Charter School 2019/20 Second Interim Budget**

**6.1.3. Northern Summit Academy 2019/20 Second Interim Budget**

**6.1.4. Redding STEM Academy Charter School 2019/20 Second Interim Budget**

### **7. DEPARTMENT UPDATE**

#### **7.1. Early Childhood Services – Part 2**

Renee Menefee, Executive Director of Early Childhood Services, introduced Kurt Swanson, Director of Early Childhood Services Operations, and shared that he was recently hired for the new position. While sharing a Google Slide presentation, Executive Director Menefee reviewed the ECS mission and department celebrations. An overview was provided on the myriad of services provided by ECS during the COVID-19 pandemic to provide support to families in the community. Responses were provided to questions from Board Members.

### **8. ACTION**

#### **8.1. Board:**

**8.1.1. Resolution Designating an Intended Location for Whiskeytown Environmental School**

Board Member Manual shared that she and Nate Fairchild, Program Director of Educational Programs, collaborated on the resolution that is intended to provide clarity on the Board's support for the reestablishment of Whiskeytown Environmental School at its original location within the Whiskeytown National Recreation Area. Comment was made that the document will help with efforts of others in the community to provide support as well and that it does not indicate any financial commitment.

**ACTION:** Vice-President Mills moved to approve item 8.1.1 as submitted. Board Member Hull seconded the motion. A roll call vote was taken; the motion was approved unanimously.

### **8.1.2. Review 2020/21 Student Board Member Applications, Select Applicants to Interview, Approve Interview Questions, and Determine Date/Time to Hold Interviews**

Superintendent Flores reported four applications were received and the recommendation is for all candidates to be interviewed as their applications were received on time and are sufficiently complete. She added it is also recommended the interviews take place at the May 13, 2020 Regular Board meeting at a time determined by President Hull, Vice-President Mills, and herself during the agenda review meeting.

Following discussion regarding the interview questions, there was consensus to revise question #4 by adding “on your campus and” to read “Tell us something you’re passionate about on your campus and in your life” and that question #5 be eliminated.

**ACTION:** Student Board Member Ramsey moved that all four applicants be interviewed at the May 13, 2020 Regular Board meeting at a time determined by those who set the agenda and the interview questions be approved based on Board discussion. Board Member MacFarland seconded the motion. A roll call vote was taken; the motion was approved unanimously.

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

### **• Caroline Kikut, Shasta High School**

Student Board Member Kikut indicated school was in session for only a few days since the last Board meeting before closing due to the COVID-19 pandemic. Lunches are being offered for pick up at the school during the week. Information was shared about on-line classes offered prior to Spring Break and how Advance Placement testing will be done. Student Board Member Kikut shared that she will be going to the University of Denver.

### **• Bradley Ramsey, Anderson High School**

Student Board Member Ramsey reported on COVID-19 precautions at his school before and during the closure and plans going forward. He shared that his Eagle Scout Court of Honor has been postponed with hopes for it to be held over the summer, Board Members will be kept posted.

Superintendent Flores stated with the Educator Appreciation event being cancelled, the Student Board Members were asked if they would be interested in videoing their speeches so they could be shared with educators. As both agreed, she will be meeting with them to provide input on their speeches before they proceed with their video.

## **10. BOARD BUSINESS**

### **10.1. Board Focus Areas:**

#### **10.1.1. Report from March 12, 2020 Site Visit to Chrysalis Charter School**

Superintendent Flores indicated all Board Members and Student Board Member Ramsey were able to attend the visit with her. All shared positive comments from the experience.

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

#### **10.2.1. Diagram of County Superintendent and County Board of Education Duties**

Superintendent Flores referred to the document in the Board agenda packet and indicated Board Members Manuel and Brown volunteered at the last meeting to assist her with making the Sacramento County Office of Education information specific to Shasta County. Comment was made that “Superintends the schools in the county” is misleading, that acronyms should be spelled out, that a title should be added above the green area in the middle, and that the document will be helpful to new Board and Student Board Members. Superintendent Flores indicated the revisions will be made and then included with the orientation information for new Board and Student Board Members.

### **10.2.2. Schedule Time for June 17, 2020 Special Meeting/Budget Study Session**

Superintendent Flores stated it is not known at this time if the meeting will be in-person or via teleconference. Following discussion, there was agreement that the meeting will begin at 10:00 a.m. with plans to conclude around 12:00 p.m. If the meeting is in-person, lunch will be provided.

## **11. SUPERINTENDENT'S REPORT**

Superintendent Flores reported on the following:

- COVID-19 communications to districts and staff
- SARB restructuring process
- American Indian Advisory

When questioned about the grant Early Childhood Services applied for, Superintendent Flores replied that notification was supposed to be given just before closures due to COVID-19. At this point there has not been any word specific to the grant, however, there has been word that if something has not yet been allocated that it might not be allocated.

## **12. ACTION**

### **12.1. Implement Provision in Board Bylaw 9310 – Policy Manual to Suspend Board Bylaw 9223 – Filing Vacancies in Regards to Process for County Board Appointments**

Superintendent Flores reported that legal counsel was consulted with in regards to how to proceed with Board Member interviews considering the Board meeting has to be conducted via teleconference opposed to in-person as a result of the Governor's Executive Order to shelter-in-place due to the COVID-19 pandemic. Staff were advised that Board Bylaw 9310 allows the Board to suspend a policy under certain circumstances and that the current situation fits the criteria.

The proposed revised interview process outlined in the Board agenda packet was reviewed and discussed. Superintendent Flores indicated as the shelter-in-place order was implemented after the last Board meeting and there was not another meeting prior to this meeting where Board Member interviews are scheduled, the action item to suspend the interview process has been brought to the same meeting the interviews are scheduled. It was noted that the revision to the bylaw is in effect only for today's Board Member interviews.

**ACTION:** Board Member MacFarland moved to approve item 12.2 as submitted. Board Member Manuel seconded the motion. A roll call vote was taken; the motion was approved unanimously.

### **12.2. Interview Candidates and Make Provisional Appointment to Fill Area 1 Board Vacancy**

- **Dr. Sharon Brisolaro (3:15 p.m.)**
- **Kaya Nicole Brown (3:35 p.m.)**
- **Russell K. Hunt (3:55 p.m.)**
- **Jennifer Snider, MPH (4:15 p.m.)**

Superintendent Flores explained the interview and selection process and asked each candidate the same interview questions at their assigned time.

Prior to Dr. Brisolaro's interview it was explained that as she indicated on her application that she is an employee of a school district and serves on a school district Board, Dr. Brisolaro was informed prior to the interview that because she is an employee at Shasta College she would not be able to serve on the County Committee on School District Organization for which the Board also serves and would have to resign from the Shasta Union Elementary School District Board if she is selected.

It was noted that while Mr. Hunt responded earlier in the day via e-mail that he received the interview questions when they were provided to all candidates, he did not connect for the interview.

Following the interviews, Board Members explained why they chose their top candidate and announced them as:

Board Member Barry – Dr. Sharon Brisolaro  
Board Member Brown – Jennifer Snider  
President Hull – Jennifer Snider  
Board Member MacFarland – Jennifer Snider  
Board Member Manuel – Dr. Sharon Brisolaro  
Vice-President Mills – Dr. Sharon Brisolaro

Student Board Member Kikut – Dr. Sharon Brisolaro  
Student Board Member Ramsey – Jennifer Snider

It was noted Student Board Member votes are preferential and do not count toward the final vote.

**ACTION:** Board Member Manuel moved to appoint Dr. Sharon Brisolaro to fill the Area 1 Board vacancy. Board Member Mills seconded the motion. A roll call vote was taken and failed due to a tie vote as follows:

**Shasta County Board of Education**

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

**Student Board Members**

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

Board and Student Board Members deliberated.

**ACTION:** President Hull moved to appoint Jennifer Snider to fill the Area 1 Board vacancy. Board Member MacFarland seconded the motion. A roll call vote was taken and failed due to a tie vote as follows:

**Shasta County Board of Education**

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

**Student Board Members**

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

A suggestion was made to amend Board Bylaw 9223 further to resolve the tie by lot.

**ACTION:** President Hull moved to resolve the tie by lot. The motion died due to a lack of a second.

Board and Student Board Members deliberated further sharing additional thoughts on why they chose their top candidate.

Comment was made that Board Bylaw 9223 states if one candidate is not listed as the top candidate a minimum of four times and seconded with a majority vote, a special election must be called.

Superintendent Flores indicated because of the grid lock tie, she would share information that she had not planned to share and stated that Dr. Brisolaro had contacted her office prior to the interviews and shared that in addition to applying for the vacancy on the Board she also applied for the K-12 Pathways Coordinator position with the County Office. Superintendent Flores stated if Dr. Brisolaro were selected to fill the Board vacancy and also selected for the K-12 Pathways Coordinator position, she would have to resign from the Board.

It was reported that interviews for the K-12 Pathway Coordinator position were scheduled for April 17, 2020, two days after the Board meeting and that due to the position being grant funded the person selected would not begin until June. Discussion took place regarding how an appointment to fill a vacancy on the Board cannot be done if it's within a certain amount of time before a regular election.

Board and Student Board Members shared additional comments.

**ACTION:** Board Member Brown moved to appoint Jennifer Snider to fill the Area 1 Board vacancy. Vice-President Mills seconded the motion. A roll call vote was taken; the motion was approved unanimously.

### **12.3. Implement Provision in Board Bylaw 9310 – Policy Manual to Suspend Board Bylaw 9150 – Student Board Members in Regards to Process for Student Board Member Appointments**

Superintendent Flores stated as the May 13, 2020 Board meeting will be held via teleconference, the Student Board Member interviews will also be held via teleconference opposed to in-person. She asked for the Board's thoughts on the process for the Board Member interviews and if a similar process should be used for Student Board Members. There was discussion on how the meeting even when held via teleconference is a public meeting and how it was implied to the candidates after their interview that they should disconnect. Superintendent Flores indicated the interview invitations sent to Board Member candidates stated the interviews would be held during a Regular Board meeting in open session and that the wording after the individual Student Board Member interviews can be changed.

Comment was made that the change to the Board Bylaw is temporary for the May 13, 2020 Board meeting that will be held via teleconference.

**ACTION:** Board Member MacFarland moved to approve item 12.3 as submitted and use the same process for Student Board Member interviews conducted via teleconference that was followed for Board Member interviews. Vice-President Mills seconded the motion. The motion was approved unanimously.

### **13. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS**

Positive comments were made regarding how the Board meeting held via teleconference (Zoom) went. Discussion took place regarding how the shelter-in-place order is requiring many to conduct business virtually increasing screen time extensively.

A request was made to have a report on how students are responding to distance learning and the impact of increased screen time. Information was shared regarding virtual meetings held with administrators and trainings for teachers. Superintendent Flores indicated that Mike Freeman, Senior Executive Director of Professional Learning and Leadership Support Services, will be asked to provide a report at the next Board meeting.

There was a collective request for continued updates on COVID-19.

#### **14. REMINDERS/UPCOMING EVENTS**

- April 11-17, 2020 - Week of the Young Child (resources available at [www.naeyc.org/events/woyc](http://www.naeyc.org/events/woyc))
- ~~April 22, 2020, 6:00-7:30 p.m. - Open House at R-STEM~~ **CANCELLED**
- ~~April 25, 2020, 11:00 a.m. - 1:00 p.m. - Project SHARE STEAM Showcase at Mt. Shasta Mall in JC Penney Court~~ **CANCELLED**
- ~~April 28, 2020, 6:00-8:00 p.m. - Educator Appreciation Dinner at Gaia Hotel~~ **CANCELLED**

Superintendent Flores shared that items reflected as cancelled were on the prior Board agenda as upcoming events and are provided on this agenda in the event Board Members had any of the dates on their calendar.

It was noted Spring Fling that normally takes place in May is also cancelled. Superintendent Flores shared alternatives being considered.

**15. NEXT MEETING** – May 13, 2020, 1:30 p.m. via teleconference, connection information will be provided on the agenda

#### **16. ADJOURN**

President Hull adjourned the meeting at 5:16 p.m.

Respectfully submitted,

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