

SHASTA COUNTY BOARD OF EDUCATION

Shasta County Office of Education

1644 Magnolia Ave.

Redding, CA 96001

June 19, 2019

Special Meeting and Budget Study Session Minutes

ADOPTED

1. CALL MEETING TO ORDER

The meeting was called to order by President MacFarland at 9:01 a.m.

Members Present

Kathy Barry

Robert Brown

Rhonda Hull, Vice-President (arrived at 9:03 a.m.)

Steve MacFarland, President

Laura Manuel

Denny Mills

Elizabeth “Buffy” Tanner

Administrators Present

Judy Flores, Shasta County Superintendent of Schools

Adam Hillman, Associate Superintendent, Administrative Services

Jennifer Baker, 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.)

De’An Chambless, SCOE

2. PLEDGE OF ALLEGIANCE

President MacFarland led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

ACTION: Board Member Mills moved to approve the Agenda as submitted. Board Member Manuel seconded the motion. The motion passed by majority vote as follows:

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

NOES: None

ABSTENTIONS: None

ABSENT: Hull

4. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD REGARDING ITEMS ON THE AGENDA

There were none.

5. RECOGNITION

5.1. Conde Kunzman, Executive Director of SELPA (Special Education Local Plan Area)

Superintendent Flores explained that Executive Director Kunzman was unable to attend Spring Fling to be recognized for her retirement and 11 years of service as she was out of the state for work related business. Because she has presented to the Board on several occasions, it was determined that Executive Director Kunzman would be recognized at today’s Board meeting during her last week of work.

Superintendent Flores read a statement prepared by the SELPA staff acknowledging Executive Director

Kunzman's exemplary and notable work at the local, regional, and state level. A golden apple with an engraved plaque on the base was presented. Board Members expressed their appreciation to Executive Director Kunzman.

6. DISCUSSION

6.1. 2019/20 Summary of Support to School Districts and Schools for Differentiated Assistance and Local Control Accountability Plan (LCAP) and 2018/19 Update

Superintendent Flores indicated this is the second year to provide this information to the Board, after having completed the first year of work with the funding. Jennifer Baker, Associate Superintendent of Instructional Services, reported that for 2018/19 Instructional Services conducted monthly meetings and invited district staff to attend to receive assistance with completing their Local Control Accountability Plans (LCAPs). She added that LCAP's for all 25 school districts in the county were reviewed by Instructional Services staff. An overview of Level 1 services provided to districts which included prevention and support services and Level 2 services that included providing technical assistance to districts was shared. The work includes a focus on chronic absenteeism and the formation of an American Indian Advisory group.

Associate Superintendent Baker stated last year Differentiated Assistance (DA) provided to districts was done by Superintendent Flores and herself. This year, a team was formed of Instructional Services staff and Superintendent Flores that includes a lead person for each district in DA. Each lead attended monthly meetings with the district DA team January through June and the County Office team held weekly huddles where each shared their experiences to learn from one another.

Brien McCall, Sr. Director of Instructional Services, referred to information in the agenda packet that included a visual graphic of the DA process facilitation guide and provided an in-depth overview.

Discussion took place regarding the importance of building relationships with districts and helping them to identify the root cause in areas that identified them for DA. It was noted some districts are now wanting to team with other districts who are focusing in the same areas.

Associate Superintendent Baker referred to information in the agenda packet that addresses the plan to be followed in 2019/20 to provide DA services to districts. It was noted the California Department of Education will be revising the LCAP template which is expected to be approved at their November meeting. The County Office will continue to provide training, customized services for districts based on their needs, and work with them to develop a continuous improvement plan. A director position has been added to the Instructional Services staff who has expertise in special education to assist districts in this area.

It was noted that DA budget information is included in the agenda packet. Board Members expressed their excitement for work being done.

6.2. Proposed Revisions to Local Control Accountability Plan (LCAP)/Annual Update and Local Control Funding Formula (LCFF) Budget Overview for Parents

Mary Lord, Executive Director of Student Programs, shared a Google Slide presentation and indicated this is the third year for the current Local Control Accountability Plan (LCAP). Schools/programs included in the LCAP are special education, juvenile court school, and independent study; an overview of student populations and student instruction for each was provided. It was noted Independent Study will be transitioning from a charter school this year back to a program next year and will be moving from the Magnolia Ave. location to the Educational Resources Center (ERC) on Oasis Rd., the class at Shasta College will remain.

The LCAP goals were reviewed with an in-depth explanation provided on each. It was reported that a budget overview is provided for parents in various ways including school site council meetings to

provide fiscal transparency for stakeholders. The information included in the budget overview was shared. It was noted that county offices are different than districts and the LCAP doesn't reflect all the services provided.

Executive Director Lord addressed questions regarding graduation rates and students with credit deficiencies.

6.3. PUBLIC HEARING to Receive Public Comment Regarding the Proposed Local Control Accountability Plan (LCAP)/Annual Update and Local Control Funding Formula (LCFF)

Budget Overview for Parents *In addition to verbal comments made at the Public Hearing on the LCAP, written comments can be submitted to: Judy Flores, Shasta County Superintendent of Schools at 1644 Magnolia Ave., Redding, CA 96001 and will be considered in any revisions to the LCAP if received by 4:00 p.m. on June 18, 2019. The proposed LCAP is available for public inspection at www.shastacoe.org or at the address provided for written comments.*

President MacFarland opened the Public Hearing at 10:28 a.m. As there were no comments, the Public Hearing was closed.

7. BUDGET STUDY SESSION

7.1. Proposed 2019/20 Budget

Adam Hillman, Associate Superintendent of Administrative Services, provided a handout of a Google slide presentation. He commented that the COLA is not enough to cover PERS/STRS and step/column increases. It was noted several grants will be going away that could have resulted in staff reductions, however, there was only one reduction with all others being redistributed to open positions and/or other funding sources with different areas of work.

Countywide and County Office enrollment data for 2009/10-2018/19 was reviewed. Key assumptions and funding for the Statewide System of Support (Differentiated Assistance) were explained. An overview of changes for Instructional Services, Special Education, Project SHARE, alternative education programs, other Student Programs, and Science programs was provided. It was reported facilities has no major projects budgeted, Information Technology has no major upgrades planned, Transportation has no major changes beyond internal staff promotions, and Business Services is pretty much status quo.

Superintendent Flores shared that Kirsten Schreder informed her that the Friends of the Planetarium are very close to the matching funds to replace the aging Planetarium equipment. They are hoping to have funds raised within the next month so that equipment can be ordered by the County Office and replaced in the Fall to be able to have a 40th year celebration.

Charts for General Fund reserves; Local Control Funding Formula, Federal, other state, and local revenues; and General Fund expenditures were reviewed along with funding amounts for Student Services, other Instructional Services, and Administrative Services.

The General Fund summary covered unrestricted funds, restricted funds, and included the net change in the fund balance. An in-depth review of the components of the Ending Fund balance was provided. Associate Superintendent Hillman indicated the County Office has a healthy reserve. This, along with planning like what has been done in the past, will assist with deficit spending that is projected for a few years out.

Superintendent Flores reminded the Board that at the Planning Session held in March, she spoke to them about setting aside some of the Board's future priority funds to cover costs associated with the development of curriculum for the American Indian population. She indicated plans for this work are underway, estimated costs are being projected and will be reflected in the First Interim budget.

Associate Superintendent Baker provided an overview of the Early Childhood Services budget. Discussion took place regarding the Governor's budget priority for early childhood education.

Associate Superintendent Hillman reviewed other funds included in the budget and key assumptions of multi-year projections. It was noted that Local Control Funding Formula COLA increases will not be adequate to cover STRS/PERS and employee step/column increases. Multiyear projections for the unrestricted General Fund were reviewed. Next steps for the budget and staffing changes were shared.

7.2. PUBLIC HEARING to Receive Public Comment Regarding the Proposed 2019/20 Budget

President MacFarland opened the Public Hearing at 11:48 a.m. As there were no comments, the Public Hearing was closed.

8. BOARD BUSINESS

8.1. Board Memorial in Remembrance of Diane Gerard

Superintendent Flores stated she was contacted by individual Board Members who had expressed interest in doing some type of memorial in honor of Diane Gerard, prior Board Member who served on the Board for 35 years and recently passed. She noted the funeral has been scheduled for July 12, 2019 at 2:00 p.m. and will be held at the All Saints Episcopal Church; a reception at the Elks Lodge will follow.

Suggestions posed by Board Members include a memorial donation to a foundation Mrs. Gerard was a member of or naming the Board Room or Aspen Room at the County Office after her. It was noted County Office funds would not be utilized if a memorial donation was made, it would be a personal contribution by individual Board Members. Comment was made that the family has not provided any suggestions in regards to places to contribute to date.

President MacFarland shared that he was able to present Mrs. Gerard with a plaque from the Juvenile Justice Commission recognizing her for her 35 years of service shortly before she passed.

Following discussion, there was consensus that the Board Room at the County Office be renamed as the Diane Gerard Room. Board Member Manuel will develop a statement for a plaque that will be displayed in the room and bring it to the July 10, 2019 Board meeting for consideration. Board Member Tanner will contact the family and request a picture to display with the plaque. A dedication ceremony will be held at a later date and the family will be invited. A resolution will be brought to the July 10, 2019 Board meeting to take action on the room name change.

9. OTHER COMMENTS

Black Butte School District Board – Vice-President Hull shared that she was asked by President MacFarland and Superintendent Flores to act as an interim Board Member for Black Butte School District as three of their five Board Members resigned. She has been attending their Board meetings and participated in the graduation ceremony.

College and Career Signing Day – Board Member Barry stated this was an awesome event and it was nice to see the support provided by so many to the students. Superintendent Flores discussed how this event represents the Reach Higher Shasta slogan of “Every Student, Every Option.”

Northern Summit Academy – Superintendent Flores reported that a charter petition appeal was received by Northern Summit Academy following their petition being denied by the Cascade School District Board. A public hearing will be held at the June 26, 2019 Board meeting, the Board then has 60 days to take action on staff findings. It was noted Northern Summit Academy is currently sponsored by Whitmore School District and they have a charter petition that is effect for one more year. The charter school is looking for another sponsor to address the geographic clause in the law.

10. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

A request was made to receive an update on proposed changes to charter school legislation. Superintendent Flores indicated Nate Fairchild will be asked to provide this information in the Fall.

11. NEXT MEETING – June 26, 2019, 1:30 p.m. at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

12. ADJOURN

President MacFarland adjourned the meeting at 12:33 p.m.

Respectfully submitted,

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