

# SHASTA COUNTY BOARD OF EDUCATION

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

**July 10, 2019**  
**Regular Meeting Minutes**

**ADOPTED**

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

The meeting was called to order by President MacFarland at 1:35 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  
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 (departed at 3:15 p.m.)

### 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  
Katy Martin, SCOE  
Sam Dodson, SCOE  
Vicki Smith, SCOE  
Dan Ostrowski, SCOE

## **2. PLEDGE OF ALLEGIANCE**

Student Board Member Ramsey led the Pledge of Allegiance.

## **3. APPROVAL OF AGENDA**

**ACTION:** Vice-President Hull moved to approve the Agenda as submitted. Board Member Brown 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. **June 19, 2019 Special Board Meeting/Budget Study Session Minutes**
- 5.2. **Administrative Services:**
  - 5.2.1. **Credentials and Oaths for Temporary Certificates**

**ACTION:** Board Member Mills 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. Chrysalis Charter School 2019/20 Adopted Budget**

**6.1.3. Redding STEM Academy Charter School 2019/20 Adopted Budget**

**6.1.4. 2019/20 Budget Update**

### **6.2. Instructional Services:**

**6.2.1. Chrysalis Charter School Local Control Accountability Plan (LCAP) and Annual Update**

**6.2.2. Redding STEM Academy Charter School Local Control Accountability Plan (LCAP) and Annual Update**

## **7. PRESENTATION**

### **7.1. Student Led Individualized Educational Plans (IEPs)**

Superintendent Flores indicated as a result of a request from Board Member Brown for information on student led IEP's, Jacki Campos, Assistant Superintendent of Student Services/SELPA Director for Glenn County Office of Education, was asked to join the meeting via Google Meet. She referred to a handout she provided and gave an overview of the benefits of student led IEP's, how the process works, the use of scripts, and discussed what's involved with preparing for the meeting, what takes place during the meeting, and what happens following the meeting. Examples of various scripts and rubrics for students were shared and responses to inquiries from Board Members were provided. It was noted the Glenn County Office of Education has been using the student led IEP process for approximately 13-15 years.

Jeremy Sawtelle was introduced by Superintendent Flores who shared that he is new to the Instructional Services Department and will be providing support to districts on meeting the needs of students with disabilities within the general education setting. Discussion took place regarding what typically takes place during an IEP meeting that is not student led. Information was shared regarding what criteria a student has to meet to qualify for an IEP. It was noted there are over 3,000 students in Shasta County who have an IEP.

Board Member Brown indicated he requested the presentation as it is common for high school age special needs students to start withdrawing from the educational process and getting them involved will help them to be a part of their education and have more interest. Superintendent Flores referred to a handout provided to Board Members that was an article from The Edge magazine titled "Involving Students in Their Own IEPs" which addresses the student led IEP process, transitioning out of high school, and building skills for students to advocate for themselves.

## **8. ACTION**

### **8.1. Board:**

**8.1.1. Board Member Attendance at CSBA Conference – December 5-7, 2019 in San Diego**

Following discussion, Board Member Brown was the only one interested/available to attend the conference with Superintendent Flores. It was noted that various Board Members had attended the conference in the past.

**ACTION:** Board Member Manuel moved to approve sending Board Member Brown to the CSBA Conference. Vice-President Hull seconded the motion. The motion was approved unanimously.

### **8.1.2. Proposed Revisions to Board Bylaw 9150 - Student Board Members**

Superintendent Flores indicated when the Board was reviewing the Student Board Member applications, they suggested the policy be changed to reflect that Board Member and Cabinet Member children and grandchildren are not eligible to apply to be a Student Board Member.

**ACTION:** Vice-President Hull moved to approve item 8.1.2 as submitted. Board Member Tanner seconded the motion.

Discussion took place regarding the importance of avoiding any perception of a conflict of interest or favoritism.

The motion was approved unanimously.

### **8.1.3. Resolution Designating the Shasta County Office of Education Board Room as the Diane Gerard Room**

Superintendent Flores stated at the last meeting there was conversation regarding a way to recognize past Board Member Diane Gerard for her contribution to the Board. She referred to the resolution included in the Board agenda packet and noted the idea of a plaque had been discussed for which Board Member Manuel had been asked to develop a statement.

**ACTION:** Board Member Mills moved to approve item 8.1.3 as submitted. Board Member Brown seconded the motion. The motion was approved unanimously.

Board Member Manuel provided the background on how she came up with the sample statements for a plaque included in the agenda packet. Discussion resulted in consensus that a plaque with statement number three and a photo of past Board Member Gerard be displayed in the Board Room and that a dedication ceremony be held at some point with the family of past Board Member Gerard being invited.

**ACTION:** Board Member Brown moved to approve a plaque be created and displayed as discussed. Board Member Manuel seconded the motion. The motion was approved unanimously.

### **8.1.4. Purchase of New Planetarium Projection System**

Nate Fairchild, Program Director of Educational Programs, commented that it has been quite a process in regards to keeping the current projector in working condition and that while the funds are not fully in place to purchase new equipment, it is close. He indicated if the purchase/installation of the new equipment is extended beyond December 31, 2019, there will be an increase of approximately \$5,000-\$6,000 in prevailing wages. As such, it is hoped the project can be completed before the end of the calendar year that would also allow for a 40<sup>th</sup> year celebration to be held. It was noted if the increase for prevailing wages is not an issue, then there is no rush.

Program Director Fairchild indicated when the Friends of the Planetarium have their half of the funds available, the County Office is ready to move forward. He added that the vendor does not require all of the funds up front and will accept payments. A reminder was provided that the Board already took action to match funds to be raised by the Friends of the Planetarium to cover half of the cost of \$266,380 which includes the equipment, sound system, and installation. The installation process will take two weeks and additional work that needs to be done includes removing the current equipment and painting the Planetarium dome.

Kristen Schreder, Friends of the Planetarium, introduced Dr. Plyush Dhanuka and noted he is a generous donor supporting the replacement of the Planetarium equipment. She indicated that the vendor requires 25% payment now and will accept installments with final payment due on January 4, 2020. To date the Friend of the Planetarium have raised \$100,049 this with the \$133,190 commitment by the Board totals \$233,239 which leaves a balance of \$33,141 needed towards the total cost of \$266,380. A breakdown of

the various donations received by the Friends of the Planetarium was provided. Mrs. Schreder shared of her experience in raising funds for community projects and indicated she is confident that the additional funds will be raised by the end of July.

Mrs. Schreder reported that public shows have been selling out and that thousands of students have attended field trips, she shared positive comments received from attendees. It was noted the breadth of new shows will be amazing and the new equipment will be able to project IMAX type movies.

Dr. Dhanuka addressed the Board and indicated he and his wife are both engaged in the Friends of the Planetarium project to replace the Planetarium equipment. He commented on positive impacts the shows have on children and adults as he encouraged the Board to move forward with the purchase and installation of the equipment prior to December 31, 2019. Dr. Dhanuka indicated he has recently spoken to seven large donors and personally committed that the funds will be in place by July 31, 2019.

Mrs. Schreder passed out a press release and shared that the Schreder Planetarium and North State Trajectory is hosting an event to commemorate the 50<sup>th</sup> anniversary of the Apollo 11 lunar mission on July 20, 2019. The proceeds from the event will be put towards the purchase of the new equipment. Discussion took place regarding the proposed 40<sup>th</sup> anniversary celebration for the Planetarium.

Board Members expressed appreciation for the support and contributions made by the Friends of the Planetarium. Some expressed support of moving forward with the purchase with commitments that additional funds will come in and that the vendor will take payments while others expressed concern of the County Office being responsible for additional costs if the funds are not raised.

Adam Hillman, Associate Superintendent of Administrative Services, was asked for his thoughts by the Board. He indicated the County Office typically works directly with vendors opposed to this situation where the Friends of the Planetarium have been communicating with the vendor who has agreed to payments. It was noted ultimately the Friends of the Planetarium would donate funds to the County Office who would then enter into an agreement with the vendor. Associate Superintendent Hillman reported the County Office is well reserved and could move forward with the purchase knowing that the Friends of the Planetarium have pledges for the additional donations and that the vendor will accept payments. It was noted that some donors may need to hold off on donations until next year for tax purposes.

**ACTION:** Board Member Mills moved to proceed with the \$133,190 commitment as soon as the Friends of the Planetarium have their \$133,190 in matching funds and/or pledges. Board Member Brown seconded the motion. The motion was approved unanimously.

Program Director Fairchild stated that the \$133,190 match committed by the Board months ago was very helpful in the Friends of the Planetarium securing donations.

## **9. BOARD BUSINESS**

### **9.1. Board Focus Areas**

#### **9.1.1. Whiskeytown Environmental School Update**

Program Director Fairchild indicated he will be contacting Josh Hoines, National Park Service Superintendent, to see if there is any word on when the safety review will take place at the Whiskeytown Environmental School (WES) site following the Carr Fire that destroyed part of the facility and closed it indefinitely due to safety concerns.

At this point, plans to develop a day program for 5<sup>th</sup>-6<sup>th</sup> graders at various locations in the county are moving forward. There are a lot of budget questions being worked through, waivers are being sought for areas being considered for the day program that have an entrance fee. Inquiries are being made with

schools to determine what kind of opportunities they want for their students. While fees for students have not been confirmed, \$16 is being considered to keep it affordable.

An inquiry was made if WES type experiences could be offered at school sites to help with transportation expenses. Program Director Fairchild indicated while this has not been explored thoroughly, in most cases experiences away from school sites are preferred.

Superintendent Flores shared that Kristy Lanham from Sierra Pacific Industries is on the Reach Higher Shasta Executive Board and asked her if there has been any additional word from the Forest Service in regards to potential sites. As there is none, Kristy Lanham indicated she is prepared to go back to Sierra Pacific Industries to inquire about donations or a long-term lease of their land. Superintendent Flores stated this information is provided as an additional update for the Board.

Program Director Fairchild reported that the Lions Club contacted him recently in regards to doing a fund raiser for WES. They purchased a car from the local Kia dealer and will be selling raffle tickets for \$100 each. The proceeds will first be used to pay for the car, additional funds will be donated to support WES. It was noted that efforts are being made to work with the Lions Club on the wording of their advertising for the fund raiser to move away from indicating proceeds will be used to rebuild WES to indicate they will be used to support WES. Comment was made that the efforts of the Lions Club are appreciated.

### **9.1.2. Leaders in Educational Excellence**

#### **• Administrative Credential Program**

Kim McKenzie, Senior Director of Instructional Services, shared a Google Slide presentation and reported the Tier 1 Administrative Credential Program began in 2012 as a partnership between the County Office and Sacramento County Office of Education. In 2016, the County Office decided to operate the program on their own, Senior Director McKenzie provided an overview of the process that was followed to make this happen. Recently, the program went through a rigorous three-day California Commission on Teacher Credentialing review that resulted in the recommendation for a seven-year accreditation with a suggestion to increase the diversity of the program. It was noted that the ninth cohort starts this year and the program has a 53% placement rate of those who are actively looking for an administrative position. Over 150 have graduated from the program eligible to be administrators throughout California.

Discussion took place regarding other similar programs offered by Simpson University and Chico State University. It was noted the program operated by the County Office is designed for working parents and has a variety of benefits for candidates.

#### **• Multi-Tiered System of Support (MTSS) Regional Lead**

Senior Director McKenzie reported this is the third year of the grant that will conclude in June 2020 and that our region has the highest number of schools/districts participating, all had to write a grant as part of the application process. It was explained that MTSS is a process to provide instruction and support to promote the academic success and behavior of all students. Key components and types of support provided were reviewed.

Senior Director McKenzie was commended for her leadership with both programs.

### **9.2. Board Comments/Discussion/Reports/Correspondence**

It was reported that past Board Member Diane Gerard's funeral was moved up to 1:15 p.m. on July 12, 2019 at the All Saints Episcopal Church on Benton Dr. in Redding. A reception will be held at the Elks Lodge afterwards.

## **10. SUPERINTENDENT'S REPORT**

Superintendent Flores stated that while Student Board Member's terms begin on July 1<sup>st</sup> of each year, they are not required, and typically do not attend the July or August Board meetings due to busy summer schedules. It was determined after the Board packet was sent out that this year's Student Board Members would be attending today's meeting. As such, an item was not able to be placed on the agenda as usual to administer the Oath of Office to them so it is being done under the Superintendent's Report. Superintendent Flores administered the Oath of Office to Caroline Kikut and Bradley Ramsey as the 2019/20 Student Board Members.

Superintendent Flores reported on the following:

- Her priorities for 2019-20
- Reach Higher Shasta Executive Committee funding priorities
- Plans for the Administrative Council Retreat scheduled for July 15-16, 2019
- All Call Planning

Student Board Member Ramsey questioned if Superintendent Flores' priority to visit County Office programs would be done by just her or if Board Members would join her. She responded that the inquiry was a thought and provided an overview of the various programs within the Administrative Services and Instructional Services departments. Student Board Member Ramsey suggested in order for the public to learn more about County Office programs that KRCCR be contacted to do a news story for each visit made by Superintendent Flores.

## **11. DISCUSSION**

### **11.1. Administrative Services:**

#### **11.1.1. Administrative Regulation 3311.1 – Business and Noninstructional Operations – Uniform Public Construction Cost Accounting Procedures (first read)**

Vicky Smith, Facilities Project Coordinator, reported this policy reflects new legislation which revises the threshold amounts that determine the process used to award contracts for public work and limits for informal and formal bids for projects. It was noted the Planetarium project does not have to go out for bid as it is equipment.

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

Board Member Hull asked if there is a way to find out how many students/families have a bad feeling about patriotism and how it can be fixed. Discussion took place regarding it being the role of parents to teach their children regarding patriotism.

Board Member Mills indicated she'd like to hear more about the plans for the lecture series with the Native American community. Superintendent Flores indicated she will provide information as part of her update when there is more information to share. She noted there is a goal to have the sessions defined prior to August 8, 2019.

Board Member Manuel indicated she'd like to meet the new SELPA Director to hear her perspective.

Board Member Brown stated he'd like to have information on transitional services training for special needs students, hard numbers of students transitioning to college, and what services are available for students/parents on transitioning. Superintendent Flores responded this is information the SELPA Director can likely provide.

Student Board Member Ramsey suggested an item be added to the agenda where Student Board Members can talk about issues at school. Superintendent Flores indicated starting in September, after school is in session, there will be a standing item on the agenda for Student Board Members to share information.

**13. REMINDERS/UPCOMING EVENTS**

- August 12, 2019, All Call at Shasta College Theatre/Amphitheater Building #500  
7:15-7:45 a.m. - Registration (inside Theatre lobby) and Breakfast (outside Amphitheater)  
8:00-10:30 a.m. - Meeting (inside Theatre)

**14. NEXT MEETING** – August 14, 2019, 1:30 p.m. at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

**15. ADJOURN**

President MacFarland adjourned the meeting at 3:50 p.m.

Respectfully submitted,

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