

SHASTA COUNTY BOARD OF EDUCATION

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

July 11, 2018
Regular Meeting Minutes

ADOPTED

1. CALL MEETING TO ORDER

The meeting was called to order by President Manuel at 1:30 p.m.

Members Present

Rhonda Hull
Steve MacFarland, Vice-President
Laura Manuel, President
Denny Mills
Elizabeth “Buffy” Tanner

Members Absent

Kathy Barry
Diane Gerard

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)

2. PLEDGE OF ALLEGIANCE

Board Member Hull led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

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

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

4. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

There were none.

5. APPROVAL OF CONSENT AGENDA

5.1. Board:

- 5.1.1. June 20, 2018 Special Board Meeting/Budget Study Session Minutes**
- 5.1.2. June 27, 2018 Regular Board Meeting Minutes**

5.2. Administrative Services:

- 5.2.1. Credentials and Oaths for Temporary Certificates**

Board Member Mills requested to pull item 5.1.2, minutes from the June 27, 2018 Board meeting.

ACTION: Vice-President MacFarland moved to approve the Consent Agenda with the exception of item 5.1.2. Board Member Hull seconded the motion. The motion passed by majority vote as follows:

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

Board Member Mills referred to item 10.1 on page 14 of the Board agenda packet and indicated the June 27, 2018 minutes reflected that she participated in the Principal for a Day event when she did not. She stated she had made a comment based on a conversation she had with someone who participated in the event and suggested the minutes be revised.

ACTION: Board Member Mills moved to approve item 5.1.2, June 27, 2018 Board minutes, with revisions as discussed. Vice-President MacFarland seconded the motion. The motion passed by majority vote as follows:

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

Board Member Tanner indicated she abstained from voting on both actions as she did not attend either of the June Board meetings.

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. Public Disclosure of Collective Bargaining – Shasta County Certificated Employees Association

7. ACTION

7.1. Board:

7.1.1. Board Member Attendance at CSBA Conference – November 29-December 1, 2018 in San Francisco

Superintendent Flores indicated she plans to attend the conference if Board Members will be attending. Board Member Mills shared that she has attended the conference the past couple of years and found it to be value-added. Board Member Tanner indicated she has also attended in the past and added as she will be attending a couple conferences for work, she is unable to attend. President Manuel indicated she would like to attend. Superintendent Flores stated she will contact Board Member Barry to see if she would like to attend as she was not in attendance.

ACTION: Board Member Tanner moved to send up to two Board Members to the CSBA Conference. Board Member Mills seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

8. BOARD BUSINESS

8.1. Board Comments/Discussion/Reports/Correspondence

Board Member Hull commented it would be nice to have all Board Members in attendance at both of the June Board meetings that are scheduled well in advance as they cover important items including the Local Control Accountability Plan (LCAP) and budget. Board Member Tanner apologized and explained the reason for her absences. It was noted Board Member Barry was not in attendance as she was out of the state.

9. SUPERINTENDENT'S REPORT

Google Transition – Superintendent Flores shared that the County Office has transitioned from Outlook to Google for e-mail and calendars. She explained that staff in the Instructional Services (IS) and Information Technology (IT) departments piloted the Google platform back in May to determine what training would be needed organizational wide. The original plan was to gradually transition other departments over a period of time, however, as it was determined it was problematic to have some departments utilizing Google and others still in Outlook, it was decided to transition the remainder of the organization all at once, the transition took place on July 6, 2018. Superintendent Flores apologized that Board Members were not notified of the transition and indicated if they'd like to attend a scheduled training to notify Robin Beeson, Executive Assistant to the Superintendent. She noted it has not been determined if the organization as a whole will transition to Google Team Drive.

Administrative Council Retreat – It was explained that the Administrative Council includes Executive Directors who lead each County Office Department and Associate Superintendents in addition to Superintendent Flores. Some of the items covered at the event that took place on July 9-10, 2018 at the McConnell Foundation included goal setting, effectiveness of internal practices, and methods of communication.

Geographic Lead Agencies – Superintendent Flores stated the Governor's budget includes \$4 million annually for 6-10 agencies throughout the state to act as leads to calibrate and support county offices in their role to provide Differentiated Assistance to districts in that status. She will be participating in a conference call and meetings to gather more information as she would like to see Shasta County as one of the lead agencies which would require agreement from other county offices in the region. An overview was provided regarding how the work would be accomplished should Shasta County be selected.

Chronic Absenteeism – One of Superintendent Flores' focus areas for 2018/19 will be chronic absenteeism. This is also a priority for the Reach Higher Shasta (RHS) Executive Committee which she is a member of. Superintendent Flores provided a handout with information on a School Absenteeism Summit scheduled for September 17, 2018 from 1:00-4:30 p.m. at the County Office Professional Development Center that was sent out to various community and school leaders. It was suggested to invite Chamber of Commerce members and editors of the Parent and Enjoy magazines if they have not already been invited. The summit will include a panel of RHS Executive Committee members who will speak and table talk conversations; follow-up events will be held as well.

Discussion took place regarding charter schools not having access to a School Attendance Review Board (SARB) to help them with students who have chronic absenteeism. It was noted their practice is to send students back to their district of residence so the district can address absences. Mary Lord, Executive Director of Student Programs, explained the SARB process and discussion took place regarding parent and student sanctions that are no longer being imposed.

Superintendent Flores stated that she has also been working with April Carmello who works for the Shasta Union High School District and coordinates Indian Education for various districts in the county and Rod Lindsey of the Local Indians for Education (LIFE) agency to look into why Native Americans

have the highest rate of absenteeism in the county. Data by ethnicity and program subgroups was shared with the Board. Superintendent Flores stated that the RHS Executive Committee has identified funds to help support this effort.

Differentiated Assistance – Shere DePaoli who has been trained by the Carnegie Foundation was hired by the County Office as the Director of Continuous Improvement to provide Differentiated Assistance support to districts alongside Brien McCall, Senior Director of Instructional Services. It was noted that Superintendent Flores will provide support to one district so she can continue to be involved and provide first-hand input at the state level.

Reach Higher Shasta (RHS) Secondary Committee – The committee has been expanded to include middle schools as its focus is making a stronger connection between middle school and high school.

Reach High Shasta (RHS) Parent Engagement Committee – Superintendent Flores will support this committee's focus on encouraging students to plan for career and post-secondary education by visiting middle schools during the 2018/19 school year. The RHS Executive Committee has identified funds to put towards this effort. In addition, the County Office Instructional Services Department will identify staff to support Superintendent Flores in this work.

10. DISCUSSION:

10.1. Board:

10.1.1. Review Interdistrict Appeal Hearing Process Including Board Bylaw 5117.1 – Students –Interdistrict Attendance Appeal and Exhibit 5117.1 – Interdistrict Attendance Appeal Handbook

Superintendent Flores reminded the Board that they requested to bring this item forward to review the policy and process for interdistrict appeal hearings and not rehash the last hearing. She referred to the policy and handbook included in the agenda packet and noted items in red font have already been identified as needed changes. She added that each district was required to adopt a new policy pertaining to their interdistrict process and had to select an option related to open enrollment. In surveying the districts, so far none of them have gone with the open enrollment option.

It was noted that for consistency, all districts in the county provide parents requesting an interdistrict transfer the same form that outlines the procedures. At the May Chief School Administrators' meeting, Tom Gauthier of Lozano Smith was asked to review the form and propose changes to make it clearer. Superintendent Flores indicated any changes to the form will not have an impact on the County Board policy or handbook.

Discussion took place regarding the last hearing where the parent who had educational rights sent the step-parent, who did not have educational rights, to the hearing to represent them as they had a situation arise at the last minute that did not allow them to attend. It was noted that legal counsel was consulted at the last minute and they recommended written permission be obtained from the parent with educational rights to have a representative attend the hearing as their proxy which caused a delay in starting the hearing. Following discussion, it was agreed that on the second page of the handbook an addition will be made to state a parent/guardian with educational rights must be in attendance at the appeal hearing. In addition, the form that is submitted to the Superintendent's office requesting an appeal hearing will include a question asking if there is anyone else other than the person completing the form who has educational rights for the student and a statement will be included under the parent/guardian signature that anyone else who has educational rights to the student has been consulted with and are in agreement with the request. It was also asked that the document be made into a fillable form. Superintendent Flores indicated the revisions will be brought to a future meeting.

President Manuel indicated that as prior Superintendent Armelino had been quoted in a Record Searchlight article as stating there was 3-5% financial hardship threshold in regards to a district denying

an interdistrict request, she submitted an inquiry to Superintendent Flores' office to find out if there is Education Code that supports his statement. Superintendent Flores replied that staff were unable to locate the statement as a regulation and indicated it may have been something prior Superintendent Armelino recalled from a Board Policy when he was at Enterprise Elementary School District.

11. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

There were none.

12. REMINDERS/UPCOMING EVENTS

- All Call – August 13, 2018, 7:15-7:45 a.m. Registration and Breakfast/8:00-10:00 a.m. Meeting at Shasta College Amphitheater or Professional Development Center (*location to be confirmed*)

Superintendent Flores indicated All Call will be at Shasta College and encouraged Board Members to attend.

13. NEXT MEETING – August 8, 2018, 1:30 p.m. at Shasta County Office of Education, 1644 Magnolia Ave., Redding, CA 96001

14. ADJOURN

President Manuel adjourned the meeting at 2:46 p.m.

Respectfully submitted,

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