

SHASTA COUNTY BOARD OF EDUCATION

Shasta County Office of Education

1644 Magnolia Ave.

Redding, CA 96001

August 14, 2019

Regular Meeting Minutes

ADOPTED

1. CALL MEETING TO ORDER

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

Members Present

Kathy Barry
Robert Brown
Rhonda Hull, Vice-President
Steve MacFarland, President
Laura Manuel
Elizabeth "Buffy" Tanner
Caroline Kikut, Student Board Member
Bradley Ramsey, Student Board Member

Members Absent

Denny Mills

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.)

Mistee Gutierrez, NSA
Scott Fowler, NSA
Leah Hoyer, NSA
Alicia Gasca, NSA
Bryan Knight, NSA
Karry Watts, NSA
Melissa Manly, NSA
Lorna Tindade
Cassie Cable
Chloe Bayless, NSA
Maria Bayless, NSA
Jeanette Pringle, NSA Parent
Alex Strait, NSA Parent
Julia Knight, NSA Admin.
Dan Ostrowski, SCOE
Christi Webb, NSA Parent
Kelly Rizzi, SCOE
Kathy Thompson, SCOE
De'An Chambless, SCOE
Michelle Montberg, NSA
Katy Martin, SCOE
Rebecca Lewis, SCOE
Heidi Copeland, NSA

2. PLEDGE OF ALLEGIANCE

President MacFarland led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

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

Shasta County Board of Education

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

Student Board Members

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

4. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

Superintendent Flores introduced Sharon Hjella as the new SELPA Director.

5. APPROVAL OF CONSENT AGENDA

5.1. Board:

5.1.1. June 26, 2019 Regular Board Meeting Minutes

5.2. Administrative Services:

5.2.1. Credentials and Oaths for Temporary Certificates

5.2.2. Proposed Revisions to Board Policy and Administrative Regulation 1312.3 – Community Relations – Uniform Complaint Procedures

5.2.3. Deletion of Board Policy 2121 – Administration – Compensation Policy for the Position of Superintendent, Shasta County Office and Education and Replace with Board Bylaw 9500 – County Superintendent’s Remuneration (second read)

5.2.4. Administrative Regulation 3311.1 – Business and Noninstructional Operations – Uniform Public Construction Cost Accounting Procedures (second read)

5.2.5. Request to Surplus Vehicles and Bus

5.3. Instructional Services:

5.3.1. Proposed Revisions to Board Policy 5131.2 – Students – Bullying

5.3.2. Proposed Revision to Board Policy and Administrative Regulation 5141.52 – Students – Suicide Prevention

5.3.3. Proposed Revisions to Board Policy 5146 – Students – Married/Pregnant/Parenting Students

ACTION: Vice-President Hull moved to approve the Consent Agenda 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, Tanner
NOES: None
ABSTENTIONS: None
ABSENT: Mills

Student Board Members

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

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

6.2. Instructional Services:

6.2.1. Quarterly Report on Williams Uniform Complaints

6.3. Board:

6.3.1. Quarterly Report on Requests from Community/Agency for Funding/In-Kind Services

7. ACTION

7.1. Board:

7.1.1. Consider Recommendation Regarding Northern Summit Academy Charter Petition Appeal

Superintendent Flores referred to the Executive Report included in the Board agenda packet and noted there was a team involved with the review of the charter petition appeal and recommendation. Nate Fairchild, Program Director of Educational Programs, worked with John Yeh, Attorney at Law, to draft the Executive Report. Board Members expressed their appreciation for the thoroughness of the report.

The Board inquired about the special education child find process and positive interventions utilized by Northern Summit Academy (NSA) and how they work with children who learn differently. Julia Knight, Director of Northern Summit Academy, shared with the Board that she holds Special Education, Regular Education, and Administrative credentials. In addition, there is a teacher on staff with a Special Education credential, tutors to provide assistance, and a resource center. Director Knight provided an in-depth overview of how each of the areas are addressed and invited the Board to visit NSA to observe. Alex Straight, parent of a special needs student, shared positive comments of his and his child's experience with NSA.

Superintendent Flores stated part of the questions came from what's missing in the charter petition and indicated the recommendation in the Executive Report on page 85 of the agenda packet includes that a Special Education Memorandum of Understanding (MOU) be developed. She read the five areas to be addressed in the MOU and noted an operational MOU would be put in place as well. Director Knight indicated the charter petition was written as if NSA would be sponsored by Cascade School District as it was originally submitted to them and when denied, it came to the County Board on appeal. She suggested a representative from the Special Education Local Plan Area (SELPA) or the County Office attend a student/parent meeting to learn how NSA deals with matters. Director Knight stated she hopes to build a relationship with the County Office so those who need to know how NSA operates can become familiar with it.

The Board commented that at the July Board meeting, it was mentioned NSA would be located at the City Hall in Anderson. Director Knight explained that NSA is currently sponsored by Whitmore School District to whom they submitted a material revision on their charter petition to address their location. They have rented space from the Anderson City Hall to temporarily operate from as they await a vote on their use permit to occupy space at the old Holiday Market which is located next to O'Reilly Auto Parts in Anderson. She provided an overview of the background work done to ensure a yes vote from the Planning Commission at their meeting scheduled for August 26, 2019 at 6:00 p.m. Once approved, it is anticipated it will take three to four weeks for NSA to move into the renovated facility. It was noted who sponsors NSA will not have an impact on the use permit.

Director Knight spoke about changes in legislation that have impacted charter schools since their inception. She indicated if the Board does not approve the NSA charter petition appeal, NSA will still have a good charter for the next four years under Whitmore School District. Director Knight added the preference is a yes vote from the Board so they can get settled. She noted that NSA has contracted with the County Office Business Services Department for their budget since they opened and indicated it has been an incredible experience that has helped them to maintain a healthy budget.

President MacFarland called upon those who completed a Speaker Card to address the Board.

Jeanette Pringle indicated her special needs grandson attended NSA and had a positive experience after attending a traditional school setting where he was not making progress. She noted her grandson is now attending college.

Julia Knight thanked the Board and expressed appreciation for the questions they asked for clarity and indicated any areas not covered in the charter petition can be addressed in a MOU.

Christi Webb shared that she is an educator who taught Spanish at a local private school where her daughter who has Tourette's and an anxiety disorder attended. The school setting was no longer working for her daughter so she enrolled her in a home school program. Her daughter has an interest in being a veterinary assistant; the home school program had nothing to offer in this area. Ms. Webb learned that NSA had a veterinary assistant program so she enrolled her daughter who interned at a local veterinary clinic and is now working there 25-30 hours a week. NSA helped her daughter to overcome social issues and be successful when other school settings were not working for her. Ms. Webb indicated that NSA has 100% of her gratitude.

NSA staff in attendance were asked to introduce themselves, they shared credentials they hold, their background, and provided an overview of their responsibilities. Director Knight stated that NSA assists teachers in obtaining appropriate Career Technical Education (CTE) credentials.

Superintendent Flores asked the Board to refer to page 85 of the agenda packet and noted the recommendation is to approve the charter petition for NSA for a conditional three-year period beginning with the 2019/20 school year. Conditions include developing and documenting a plan based on the findings in the Executive Report to make the petition stronger. The updated goals and actions for the school and for student groups would also be documented in NSA's three-year Local Control Accountability Plan (LCAP). In addition, if the City of Anderson Planning Commission denies the use permit, NSA will need to address the Board at their September meeting with a facility plan. And as mentioned prior, a MOU will be developed to address special education concerns and another operational one.

ACTION: Board Member Manuel moved to approve the Northern Summit Academy charter petition for a three-year period with conditions and Memorandums of Understanding as outlined on page 85 of the Board agenda packet. Board Member Brown seconded the motion.

Board Members thanked NSA representatives for attending to share their perspectives. Superintendent Flores expressed appreciation to County Office staff who reviewed the petition and indicated they will work with NSA staff to address the conditional areas.

The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

7.2. Instructional Services:

7.2.1. Letter to California Department of Education to Correct Snow Day Waiver for Juvenile Court School

Kathy Thompson, Special Education Director and Principal of the Juvenile Rehabilitation Facility, reported California Department of Education (CDE) staff were consulted to determine how to correct the snow day waiver as Juvenile Hall operated an additional day beyond what was reported on the wavier that was submitted. The letter included in the agenda packet, if approved, could be signed by Board Members and submitted to the CDE.

ACTION: Board Member Tanner moved to approve item 7.2.1 as submitted. Board Member Manuel seconded the motion. The motion passed by majority vote as follows:

Shasta County Board of Education

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

Student Board Members

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

8. BOARD BUSINESS

8.1. Board Focus Areas:

8.1.1. Whiskeytown Environmental School Update

Program Director Fairchild indicated he received a response from Josh Hoines, Superintendent of the National Park Service (NPS), to a letter he wrote him indicating it is anticipated the safety review of the Whiskeytown Environmental School (WES) site following the Carr Fire will be done in October or November. Program Director Fairchild stated he does not know what the process will be following the review or how long it will take.

Plans to offer a day programs are taking place with eight to nine sites secured, there will be several lessons to choose from. Half and full-day options will be priced respectfully at \$15 and \$20 per student. The full-day option will be recommended as it expands the student learning experience. The program will not operate from mid-November through mid-January.

Lori Martin who is the recently retired Superintendent of the Castle Crags State Park was hired to lead the day trips and other positions are being filled on a part-time, as needed basis. Staff trainings are planned and the website is being developed. At this time, it is unknown how many days the program will operate, staff are informed of this prior to being hired.

It is anticipated there will not be many out of county schools attend due to travel time for a day program, some schools have found alternatives. Discussion took place regarding pricing for out of county students.

Program Director Fairchild shared that he attended the fundraiser that was recently held by the Lions Club to support WES. The event included music, several booths, and a contagious atmosphere. The Lions Club purchased a car and had donated baskets that were raffled which resulted in at least \$30,000 in proceeds. In addition, a local plumbing company indicated they will give up to \$30,000 in plumbing supplies. Others offered their services when needed, all in support of WES. It was noted the donors are flexible and they have indicated donations could be used at the WES site in the NPS if given approval to return or at an alternate location if it was determined the site is not safe to return to.

Discussion took place regarding the NPS being able to accept in-kind services. Program Director Fairchild indicated the services are helpful to them in regards to seeking grants. It was noted in-kind services would have to be coordinated directly with the NPS and would be out of the County Office's control.

Appreciation was expressed to those who coordinated the event and made donations via the WES Facebook, it was suggested the thank you also be posted on the County Office Facebook page.

Discussion took place regarding the damage report that was done at the WES site. It was noted a dollar amount for repairs is not known at this time. Program Director Fairchild indicated his and Superintendent Hoines' vision is for the WES program to return to the NPS with a variety of upgrades.

Comment was made that Brandy Creek Beach was recently closed due to concerns with lightening and rainstorms.

8.1.2. Leaders in Educational Excellence – Trauma Informed Practices

Kelly Rizzi, Director of School and District Support, shared a Google Slide presentation and reported on points based on the science of what happens in the brain as a result of trauma. This information is being shared with educators throughout the north state through Trauma Informed Practices. She provided an overview of the training she received and indicated the work comes from the International Trauma Academy – Neuro-Sequential Model of Education (NME).

Director Rizzi spoke about how students who have been traumatized come into classrooms with issues and the importance of teachers being regulated as they have an impact on the students. She explained the sequence of engagement, shared information on mirror neurons, and the impact of when someone is not engaged.

The Northern California Adverse Childhood Experiences (ACEs) Collaborative was developed and includes Trinity, Shasta, Tehama, Glenn, and Butte counties; Director Rizzi is the County Office representative on this Collaborative. An overview of trainings provided by Director Rizzi and those scheduled for July-February was given.

Board Member Tanner reported her husband attended one of Director Rizzi's trainings and shared how he implemented some of the techniques he learned with students at a camp over the summer which resulted in a calmness which wasn't there before.

Student Board Member Ramsey inquired if a study had been done on students being able to see other students' grades and the impact it has on how they interact with one another. Director Rizzi indicated she was not aware of such a study, but would look into it.

Comment was made that the work is important and needs to be shared with the community. An inquiry was made if there is any information on the impact the Carr Fire caused for students. Director Rizzi replied it depends on what individual schools are implementing.

8.2. Board Comments/Discussion/Reports/Correspondence:

8.2.1. Independent Study Student Participation in Regional Occupational Program (ROP)

Superintendent Flores stated Mary Lord, Executive Director of Student Programs, was in attendance to share information on County Office Independent Study students participating in ROP in response to a request made by Board Member Manuel. Executive Director Lord shared a Google Slide presentation that provided information on the various ROP programs attended by Independent Study students the past two years and offerings this year. As of today, there are four students enrolled in ROP with the potential for more to be enrolled the first couple weeks of school.

Executive Director Lord stated in order to make sure Career Technical Education (CTE) is promoted; the Independent Study program has a staff member who works with students on CTE and has them take an interest survey when they are enrolled in the program. In addition, students are encouraged to concurrently enroll at Shasta College.

Discussion took place regarding how ROP is funded and how Independent Study provides alternatives for students. As of the first day of school, the Independent Study program has 100 students enrolled with eight more that are not yet officially enrolled. It is anticipated more will enroll. It was noted that parents and students have expressed satisfaction with the new location for the program at the Educational Resource Center located at the Oasis Road campus.

8.2.2. Schedule Time and Propose Location/Agenda Items for September 25, 2019 Board Planning Session

Superintendent Flores shared it has been determined the Sierra Pacific Industries (SPI) Conference Room is available on September 25, 2019 if the Board is interested in holding the Planning Session at the venue. Board Member Tanner indicated she will be traveling to a meeting in Los Angeles for work on the same day as the Planning Session and will not be able to attend.

There was consensus amongst the Board to hold the Planning Session at SPI. The meeting will begin at 10:00 a.m. with an anticipated conclusion time of 2:00 p.m.

Superintendent Flores referred to the agenda items included in the Board agenda packet that are typically addressed at the Planning Session and asked if there were additional items the Board would like addressed at the meeting. Hearing none, she asked Board Members to provide notification at least a week before the meeting if they have suggestions for additional items.

8.2.3. Other Comments

Board Member Hull reported she attended an ice cream social at EXCEL and commented on how beautiful the campus is. Superintendent Flores stated funds were received from a grant for Peaceful Playground paintings at the site.

Board Member Manuel thanked Board Member Tanner for the nice comments she made at past Board Member Gerard's funeral reception. Comment was made that it was obvious that wherever Mrs. Gerard went, she had a consistent impact as several had similar comments about her.

Program Director Fairchild reported that a purchase order is being created for a new projector for the Planetarium. To date, a donation check for \$80,000 was received from the Friends of the Planetarium with another for \$30,000 anticipated in the near future. A meeting has been held with the vendor and details are being worked out. The dome will be repainted with funds from the Planetarium budget and the control station for the prior system will be removed. Research is being done to see if the platform the current projector is on can be removed; below it is a hole approximately 10' x 10' and 18' deep with abandoned equipment from the original projector. New shows are included with the purchase of the projector and it is currently being determined if prior shows can be utilized. The Friends of the Planetarium plan to purchase a new show each year. Discussion took place regarding the option to use a screen in the dome to project movies.

9. SUPERINTENDENT'S REPORT

9.1. EXCEL Academy Update

Superintendent Flores referred to the information on the last three pages of the Board agenda packet that includes a plan and timeline for getting input from stakeholders to determine unmet needs and areas of focus in regards to the EXCEL program. She indicated the County Office does not have a desire to close the program, rather to revise the program to better fill needs. The only required meeting included in the timeline is an informational meeting to be held by the SELPA, other meetings will be held beyond the required meeting. Information will be shared with the Board throughout the process, findings and a proposed plan for 2020/21 will be provided at the November Board meeting. Superintendent Flores shared information she will be presenting at the input meetings and responded to questions from the Board.

9.2. Other Comments

Superintendent Flores reported on the following:

- Organizational Chart included in Board meeting folders for reference
- Report to the Community
- 2019 Unsung Hero Award event where five staff who work with Project SHARE were recognized
- All Call held on August 12, 2019
- Contagious Culture Book Study
- Grading for Equity Two-Day Session
- Parent Partners Program pilot to address Kindergarten chronic absenteeism
- Handle with Care Program to focus on children under stress (handout provided)

Renee Menefee, Executive Director of Early Childhood Services (ECS), and Joy Garcia, Program Director of Inclusive Early Education, shared information on a grant opportunity that would provide funding to expand the current facility on Hilltop Drive where the ECS office is located. The expansion would include an assessment center that would centralize services provided by various agencies and expand inclusive early learning opportunities for children through a child find process. It would also alleviate overcrowding at the ECS office and allow staff who are located at other County Office locations to be co-located with other ECS staff.

An overview was provided of an assessment center in Apple Valley that was visited where children are placed in a ten-week program and integrated with other children allowing for an authentic assessment. The purpose of the visit was to learn ways to make improvements in Shasta County.

Executive Director Menefee explained the funding formula and discussed two optional draft facility plans that have been developed. Superintendent Flores indicated the question before the Board is if they would be willing to consider utilizing some of the ending fund balance to cover expenses for the facility expansion that would not be covered by the grant. It was noted the ending fund balance was used in the past when purchasing the Professional Development Center and Maintenance and Operations facilities.

As the grant is due on September 27, 2019, an action item would need to be placed on the September 11, 2019 Board agenda if the Board is in agreement to consider the expenditure. The County Office share of the cost would be between \$2.2-\$3.1 million depending on which facility plan is used. It was noted it has been determined there are sufficient funds to cover ongoing costs such as increased utilities. Executive Director Menefee provided an overview of the two facility plans and the difference in cost for each. Associate Superintendent Hillman stated the projected ending fund balance designated for future facility needs is \$4.2 million and that a decision could be made to back out even after the grant was submitted. Comment was made that all plans are subject to the grant being awarded.

The Board was in agreement with placing an item on the September 11, 2019 Board agenda for them to consider using a portion of the ending fund balance for the facility expansion should the grant be approved. A request was made that a detailed report be included in the agenda packet to include ongoing costs and the two draft facility plans.

10. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

Student Board Member Ramsey discussed his plans to pursue obtaining his AA degree while in high school and obstacles he has come across. He learned of a college and career access pathways program that could help him, however, staff at his school and Shasta College have not heard about it. Board Member Tanner indicated Shasta College is currently looking into the program and may be piloting it with a high school in Tehama County. She provided Student Board Member Ramsey resources to assist him with his plan.

11. REMINDERS/UPCOMING EVENTS

- August 28, 2018, 6:00-7:00 p.m. - Back-to-School at EXCEL
- August 30, 2018, 9:00-10:00 a.m. - Walk-a-Thon at EXCEL
- September 11, 2019, 10:00-11:30 a.m. - SWAG Meeting (Safety Emphasis) at SCOE in Maple Room
- September 11, 2019, 6:00-7:30 p.m. - Back-to-School Night and Ice Cream Social at R-STEM

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

13. ADJOURN

President MacFarland adjourned the meeting at 4:40 p.m.

Respectfully submitted,

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