

# SHASTA COUNTY BOARD OF EDUCATION

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

September 11, 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  
Denny Mills  
Elizabeth “Buffy” Tanner  
Caroline Kikut, Student Board Member (departed at 2:30 p.m.)  
Bradley Ramsey, Student Board Member

### Administrators Present

Judy Flores, Shasta County Superintendent of Schools  
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.)  
Katy Martin, Transportation  
De’ An Chambless, SCOE  
Dan Ostrowski, SCOE  
Jackie Titus, SCOE  
Rebecca Lewis, SCOE

## **2. PLEDGE OF ALLEGIANCE**

Student Board Member Ramsey led the Pledge of Allegiance. He asked all to take a moment of silence in remembrance of 9/11.

## **3. APPROVAL OF AGENDA**

Superintendent Flores requested item 9 for Student Board Member Kikut be moved up on the agenda prior to item 6 as she needs to leave at 2:30 p.m. for a swim meet. It was noted Student Board Member Ramsey’s report will remain under item 9.

**ACTION:** Board Member Tanner moved to approve the Agenda as revised. Board Member Manuel 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. July 10, 2019 Regular Board Meeting Minutes**

**5.1.2. August 14, 2019 Regular Board Meeting Minutes**

## **5.2. Administrative Services:**

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

## **5.3. Instructional Services:**

### **5.3.1. Donation/Gift Acceptance from Friends of the Schreder Planetarium**

### **5.3.2. Proposed Revisions to Board Policy 6190 – Instruction – Evaluation of the Instructional Program**

**ACTION:** Vice-President Hull moved to approve the Consent Agenda as submitted. Board Member Mills 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. New, Retired, and Exited Employee Quarterly Report**

### **6.2. Board:**

#### **6.2.1. Northern Summit Academy Facility Plan**

Board Member Manuel requested to pull item 6.2.1 and asked if there is updated information. Superintendent Flores provided a handout that was received from Julia Knight, Director of Northern Summit Academy (NSA) on September 6, 2019 that includes an action plan to meet the conditions put in place by the City of Anderson for the use permit submitted by NSA. It was noted that NSA's plan is to be in the new facility by the end of September and that some of the work will be done by the owner of the facility. Comment was made that NSA has \$1 million in reserve for any improvements they are responsible for and the move.

## **7. DEPARTMENT UPDATE**

### **7.1. Transportation**

Superintendent Flores introduced Katy Martin, Transportation Director, who started in her position on July 1, 2019. It was noted she was the Transportation Supervisor prior to becoming the Director. Director Martin shared a Google Slide presentation and indicated there have been many staff changes as a result of promotions within the department over the past few months. She shared photos of staff and information on their positions. A summary of data for Special Education was provided on routes, students, schools, and districts served. A contract is in place with Anderson Union High School District and Chrysalis Charter School to transport their students and there are 16 contracts in place with outside agencies for vehicle maintenance. Department goals and work being done around each goal was reviewed. An overview of celebrations and challenges was provided. Discussion took place regarding school bus safety and drivers/equipment for field trips.

## **8. ACTION**

### **8.1. Instructional Services:**

#### **8.1.1. Consider Using Portion of Ending Fund Balance to Match Inclusive Early Education Expansion Program Grant Funding for Early Childhood Services Facility**

Superintendent Flores stated at the last Board meeting information was shared by Early Childhood Services (ECS) administration on a grant application being considered that, if granted, would provide funds to expand the current ECS facility. The plan was to bring additional information to this meeting for the Board's consideration, however, the estimate provided by Nichols, Melburg & Rossetto came in at \$750 per square foot for the expansion and the grant only allows for \$250 per square foot. As such, ECS administration is connecting with the California Department of Education to see if there are any provisions to fund the grant at a higher per square foot rate considering construction costs in Shasta County have increased as a result of the Carr Fire. Superintendent Flores added there is another grant that could potentially provide funds for a facility that will be coming out in the next few weeks.

Additional information is being gathered on the grant and will be shared at the September 25, 2019 Board Planning Session with a potential action item on the October Board agenda.

## **8.2. Board:**

### **8.2.1. Consider Nominations for California School Boards Association (CSBA) Directors-at-Large African American, American Indian, and County**

Superintendent Flores referred to the information in the Board agenda packet and inquired if there were any suggestions for nomination. Discussion took place regarding the potential for districts in Shasta County to submit nominations for the American Indian position. It was noted that elections are scheduled for December 4, 2019 at the CSBA Delegate Assembly meeting. As there were no nominations, there was no action.

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

### **• Caroline Kikut, Shasta High School** *This item was addressed prior to item 6*

Student Board Member Kikut reported that her school held their first rally, has had two football games, the first swim meet is scheduled for today, and they are planning for homecoming.

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

Student Board Member Ramsey indicated his school is working to motivate school spirit and has a new statue of a mother bear and cub, the school website was brought up and a photo was shared. He reported on a concern within his school of the number of freshmen students coming in and noted some have not graduated eighth grade and are being transitioned to high school. Superintendent Flores reported on the work the Reach Higher Shasta Secondary Committee is doing on grading practices and interventions being piloted to address this concern.

Student Board Members addressed how the school year has started for them. Discussion took place regarding proposed legislation to delay the start time for school.

## **10. BOARD BUSINESS**

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

#### **10.1.1. Leaders in Educational Excellence – Technology for Trainings**

Superintendent Flores stated she invited Dan Oswtrowski, Executive Director of Information Technology, Maintenance, Operations, and Facilities, and James Alspach, Manager of Information Technology, as she constantly gets compliments from other agencies throughout the region and state in regards to the quality of the technology equipment at County Office facilities.

Executive Director Ostrowski shared that IT staff strives to make the technology configurations at all County Office facilities the same and noted that when representatives from Google attended a meeting at the Professional Development Center (PDC), they raved about the technology set-up. He added that technology equipment being considered for the organization is fully vetted before making the decision to purchase.

Manager Alspach demonstrated Google Meet and its closed caption capabilities by utilizing the video camera recently installed in the Board Room. He indicated Google Meet can easily be implemented by selecting the option when sending a Google calendar invite. It was noted the free educational version of Google Meet utilized by the County Office does not have the capabilities to record, however, there is a paid version that does. Comment was made that Google offerings continue to expand and staff are constantly learning more about its capabilities.

The IT Department facilitates technology partnership meetings with districts where discussions take place on what can be done to support one another and what types of technology is being used. Discussion took place regarding utilizing technology to connect with remote districts to save on travel time to attend meetings and how it can be used to provide services to students.

Executive Director Ostrowski spoke about the importance of the network to support the technology equipment and introduced staff in attendance.

Superintendent Flores indicated this will be the last Leaders in Educational Excellence report unless the Board determines at the September 25, 2019 Board Planning Session that it will continue as one of their focus areas for this year.

### **10.1.2. Whiskeytown Environmental School Update**

Superintendent Flores stated that monthly Whiskeytown Environmental School (WES) updates will discontinue unless the Board determines at the upcoming Board Planning Session that it continue as a Board focus area. Information would continue to be shared as it becomes available – rather than a standing item.

Nate Fairchild, Program Director of Educational Programs, reported that he spoke to Josh Hoines, National Park Service (NPS) Superintendent, who indicated a walk through was done at WES as part of the safety review process and that a final report may be available in January. He indicated that Superintendent Hoines seemed positive and expressed an interest in continuing the partnership with the County Office and putting a long-term plan in place pending the outcome of the safety review.

The River, Trails, and Conservation Assistance Program has connected with Program Director Fairchild to gather information. They are in the process of making a decision if they will provide assistance with planning should it be determined WES can return to the NPS. The outcome should be known in November.

The mobile science program for 5<sup>th</sup>-6<sup>th</sup> graders put in place for this year will begin in mid-September. There are eight different locations to choose from with full-day and half-day options available, fees are \$20 and \$15 respectively. Lessons have been developed and staff are trained. Currently there are six schools signed up for the fall, as many schools have to do fundraising it is anticipated registrations for the spring will increase.

Discussion took place regarding the visit made by County Office representatives to the Lassen Park Foundation's Volcano Adventure Camp that was arranged by Kristy Lanham of Sierra Pacific Industries. Canvas tents on wooden platforms are utilized, the food preparation area is set-up in a screened structure, the facility has pit toilets with a building that has four showers. Camps operate mid-May through mid-October and the tents are taken down during the off-season. It was noted if a similar facility were set-up for WES, the dates of operation would have to change.

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

### **10.2.1. Charter School Legislation Update**

Superintendent Flores indicated this item is on the agenda as a result of a request made by the Board at a prior meeting. Program Director Fairchild referred to the information included in the Board agenda packet and noted that while there have been several bills introduced in 2019 that would affect charter schools, only SB 126 has passed so far. He indicated that charter schools will now be required to follow laws such as the Brown Act.

AB 1505 has been in the news with the California Charter Schools Association, California Teachers Association, and other stakeholders weighing in on it. Program Director Fairchild provided an overview of the impacts the bill would have if passed.

### **10.2.2. Other Comments**

Board Member Tanner indicated she misspoke at the last Board meeting when she provided Student Board Member Ramsey information on the number of college coursework units a high school student can take, it is 11 units per semester.

Board Member Brown shared that he learned at the Regional Occupational Program (ROP) Board meeting that the program has utilized Career Technical Education (CTE) grant funds to purchase new equipment for the various courses offered by the program and reviewed a list. He indicated ROP is on top in regards to providing state of the art equipment and suggested students be encouraged to participate.

*The Board took a break from 3:05-3:20 p.m.*

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

### **11.1. Reach Higher Shasta Update**

Superintendent Flores referred to the Board agenda packet that included information from the annual Report to the Community on Reach Higher Shasta (RHS) summarizing work done last year. A handout was provided that Superintendent Flores shared at the Shasta County School Administrators Welcome Back Breakfast that she was asked to speak at and provided highlights on the work of the various RHS committees.

### **11.2. Other Comments**

Superintendent Flores reported on the following:

- RHS Counseling Initiative selected as a finalist for the CSBA Golden Bell Award
- Work with the American Indian Advisory group
  - American Indian training day scheduled for October 8, 2019 (handout provided)
  - An American Genocide events with author Dr. Benjamin Madley scheduled for October 19, 2019 (handouts provided)
- Mandated training for elected officials, there was consensus that the Board will do the training online. Jodie VanOrnum, Senior Executive Director of Human Resources, will determine how to get access to the training materials and provide to Robin Beeson, Executive Assistant to the Superintendent, to forward to the Board.
- Update on Superintendent's five priorities
  - Celebrate/share internally and with community about SCOE programs
  - Celebrate/share internally and with the community about schools
  - American Indian Advisory (addressed previously)
  - Attendance
  - RHS Secondary Committee

## **12. DISCUSSION**

### **12.1. Administrative Services:**

#### **12.1.1. Board Policy 1100 Community Relations – Communication with the Public (first read)**

Superintendent Flores indicated Jodie VanOrnum, Senior Executive Director of Human Resources, is in attendance to answer any questions. It was noted in most cases "district" was changed in the policy to "County Office", however, it appears this was overlooked in some areas. Senior Executive Director VanOrnum stated the policy will be reviewed and changes made prior to bringing it to the next meeting for a second read/approval on the Consent Agenda.

#### **12.1.2. Board Policy 1112 Community Relations – Media Relations (first read)**

An inquiry was made if the paragraph regarding interviewing and photographing students refers to all students. It was clarified that as the policy is a County Board policy, it only pertains to students enrolled in County Office programs. This policy will be on the next Consent Agenda for a second read/approval.

### **13. ACTION**

#### **13.1. Instructional Services:**

##### **13.1.1. PUBLIC HEARING to Receive Public Comment Regarding Sufficient Textbooks and Instructional Materials per California Education Code for Fiscal Year 2019/20**

President MacFarland opened the Public Hearing at 5:00 p.m.

Mary Lord, Executive Director of Student Programs, reported on new textbooks that are being utilized and indicated all textbooks are either on the state adopted list for grades K-8 or they are grade 9-12 textbooks that have previously been adopted by the Board.

Hearing no further comments, President MacFarland closed the Public Hearing at 5:01 p.m.

##### **13.1.2. Resolution Regarding Sufficiency or Insufficiency of Instructional Materials**

**ACTION:** Board Member Tanner moved to approve item 13.1.2 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, Mills, Tanner  
NOES: None  
ABSTENTIONS: None  
ABSENT: None

###### **Student Board Members**

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

##### **13.1.3. Certification of Instructional Materials**

**ACTION:** Board Member Tanner moved to approve item 13.1.3 as submitted. Student Board Member Ramsey seconded the motion. The motion passed by majority vote as follows:

###### **Shasta County Board of Education**

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

###### **Student Board Members**

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

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

Board Member Mills stated she noticed the signs that refer to the “Diane Gerard Board Room” and asked about the plaque the Board had agreed on. Superintendent Flores indicated the signs were just displayed today and that the plaque is not ready yet. When the plaque is received, a dedication ceremony will be held and prior Board Member Gerard’s family will be invited.

Student Board Member Ramsey indicated he is interested in learning what Career Technical Education classes outside of the Regional Occupational Program are offered in high schools. Superintendent Flores indicated that contact will be made with the Shasta Union High School District to see if they can send a representative to provide an overview for the Board.

Board Member Barry stated she'd like to receive information on vaccinations and what's going on in Shasta County. Superintendent Flores stated Michelle Larsen, Program Director, Health and Nutrition Services, will be asked to provide information at a future Board meeting.

**15. REMINDERS/UPCOMING EVENTS**

- September 24, 2019, 11:30 a.m.-1:30 p.m. - Redding State of the City Luncheon at Civic Auditorium (prior registration required)

**16. FUTURE MEETINGS**

- Board Planning Session – September 25, 2019, 10:00 a.m. at Sierra Pacific Industries Conference Room
- Regular Meeting – October 9, 2019, 1:30 p.m. at Shasta County Office of Education Board Room, 1644 Magnolia Ave., Redding, CA 96001

**17. ADJOURN**

President MacFarland adjourned the meeting at 5:03 p.m.

Respectfully submitted,

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