

**SHASTA COUNTY BOARD OF EDUCATION**

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

**Meeting Location:**

Shasta County Office of Education  
Professional Development Center  
2985 Innsbruck Drive  
Redding, CA 96003

**August 11, 2021**

**Regular Meeting Minutes**

**ADOPTED**

**1. CALL MEETING TO ORDER**

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

Members Present

Kathy Barry, Vice President  
Robert Brown  
Rhonda Hull  
Steve MacFarland  
Laura Manuel  
Denny Mills, President  
Nick Webb  
Adam Little-Varga, Student Board Member  
Carly Tawney, Student Board Member

Members Absent

None

Administrators Present

Judy Flores, Shasta County Superintendent of Schools  
Adam Hillman, Associate Superintendent, Administrative Services  
Mike Freeman, Associate Superintendent, Instructional Services

Others Present

Carmen Bahr, Executive Assistant to the Superintendent (Recording Secretary)  
*(There may have been others in attendance. Those in attendance may have attended only a portion of the meeting.)*  
De'An Chambless  
Nate Fairchild  
Linda Johnson  
Rachel Kissinger  
Rebecca Lewis  
Mary Lord  
Renee Menefee  
Dan Ostrowski  
Kurt Swanson

Carie Webb

**2. PLEDGE OF ALLEGIANCE**

President Mills led the Pledge of Allegiance.

**3. ADMINISTER OATH OF OFFICE TO 2021/22 STUDENT BOARD MEMBERS**

Superintendent Flores administered the Oath to Carly Tawney and Adam Little-Varga.

**4. APPROVAL OF AGENDA**

**ACTION:** Board Member MacFarland moved to approve the Agenda as submitted.  
Board Member Hull seconded the motion. The motion passed unanimously.

**Shasta County Board of Education**

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Webb

NOES:

ABSTENTIONS:

ABSENT:

**Student Board Members**

AYES: Little-Varga, Tawney

NOES:

ABSTENTIONS:

ABSENT:

**5. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD**

Linda Johnson, member of the public, asked the Board to research COVID treatments and recommended an online source.

A letter from Ashley Rudolph, member of the public, regarding the mask mandate and vaccinations was given to each board member and a petition she had started was shared.

**6. APPROVAL OF CONSENT AGENDA**

**6.1. Board**

6.1.1. July 14, 2021 Special Meeting Minutes

6.1.2. July 14, 2021 Regular Meeting Minutes

**6.2. Administrative Services**

6.2.1. Credentials and Oaths for Temporary Certificates

6.2.2. Revised Administrative Regulation 3311.2-Business & Noninstructional Operations-Lease/Leaseback Contract

6.2.3. Revised Administrative Regulation 3311.3-Business & Noninstructional Operations Design/Build Contracts

**6.3. Instructional Services**

6.3.1. Consolidated Application for Federal Funding

**ACTION:** Board Member MacFarland moved to approve the Consent Agenda with Item 6.1.1 pulled.

Board Member Hull seconded the motion. The motion passed unanimously as follows:

**Shasta County Board of Education**

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Webb

NOES:

ABSTENTIONS:

ABSENT:

**Student Board Members**

AYES: Little-Varga, Tawney

NOES:

ABSTENTIONS:

ABSENT:

Board Member MacFarland asked that on Item 6.1.1 his name be removed from the AYES vote. His vote was an ABSTENTION.

**ACTION:** Board Member Manuel moved to approve the correction that Board Member MacFarland's vote was an ABSTENTION.  
Board Member Brown seconded the motion. The motion passed unanimously as follows:

**Shasta County Board of Education**

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Webb

NOES:

ABSTENTIONS:

ABSENT:

**Student Board Members**

AYES: Little-Varga, Tawney

NOES:

ABSTENTIONS:

ABSENT:

**7. INFORMATION**

Materials were provided in the Board agenda packet for the following Information items. No discussion took place during the Board meeting.

**7.1. Administrative Services**

7.1.1. General Fund Board Report

7.1.2. Quarterly Report: Requests from Community/Agency for Funding/In-Kind Service

**7.2. Instructional Services**

7.2.1. Quarterly Report on Williams Uniform Complaints

**8. PRESENTATION**

**8.1. Environmental Education Grant Update**

Nate Fairchild, Director of Science Programs, shared a presentation on the new Environmental Education Grant. They had a two-day summer institute that included teams from thirteen counties, the northern third section of the state. Shasta County is managing the grant for the northern section.

The focus of the grant includes: increase understanding of environmental literacy, increase use of environmental literacy as part of science education, improve socio-emotional learning through science and nature, increase integration of subject matter, science-driven equity, and career connections.

The grant workshops are virtual. Over the next three years, a new group of teachers will participate each year. Each group of teachers participates in at least two workshops and invites new educators to the course.

## **8.2. Shasta County Independent Study Outdoor Learning Space Update**

Carie Webb, Independent Study Principal, shared slides and drone footage of the redesigned outdoor learning space at Independent Study. She explained how it includes seating and the landscaping is sensory designed. The project took five weeks to complete. Victoria Booth, Administrative Assistant, coordinated the project and helped make it a success. Ms. Webb invited everyone to see the new space at Back to School Night on September 1, 2021, 6:00 – 7:00 p.m.

President Mills asked how the area would be used. Ms. Webb said that it would be used as a science laboratory area, study space, and parent engagement.

## **9. ACTION**

### **9.1. Administrative Services**

#### **9.1.1. Board Policy & Administrative Regulation 3511.1-Business & Noninstructional Operations-Integrated Waste Management (First Read)**

Dan Ostrowski, Executive Director of Facility Maintenance & Operations, addressed the Board. He shared that SCOE does everything the city requests. We take advantage of any opportunities or programs available in the city, utilize recycling partners, and explore ways to keep our carbon footprint small.

Board Member Manuel asked about food waste programs in the schools. Mr. Ostrowski does not have experience with those programs.

**ACTION:** Board Member MacFarland moved to approve **Item 9.1.1** as submitted, waiving the first read. Board Member Hull seconded the motion. The motion passed unanimously as follows:

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

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Webb

NOES:

ABSTENTIONS:

ABSENT:

#### **Student Board Members**

AYES: Little-Varga, Tawney

NOES:

ABSTENTIONS:

ABSENT:

#### **9.1.2. Board Policy 7210-Facilities-Facilities Financing (First Read)**

Mr. Ostrowski addressed the Board. He noted that there are things included in the policy that do not apply to the County Office like voter approved general obligation bonds or developer fees. It is not an issue if they are left in the policy in case something changes.

**ACTION:** Board Member Hull moved to approve **Item 9.1.2** as submitted, waiving the first read. Board Member MacFarland seconded the motion. The motion passed unanimously as follows:

**Shasta County Board of Education**

AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Webb

NOES:

ABSTENTIONS:

ABSENT:

**Student Board Members**

AYES: Little-Varga, Tawney

NOES:

ABSTENTIONS:

ABSENT:

**9.1.3. 45-Day Budget Revision**

De'An Chambless, Senior Executive Director of Business Services, shared that a 45-day revision has to be prepared after the state completes their budget in June. Ms. Chambless provided a packet with the highlights. The biggest change had been previously discussed with the Board, regarding negotiations with employees from a 3% increase and a one-time 2% to a 5% increase.

**ACTION:** Board Member MacFarland moved to approve **Item 9.1.3** as submitted. Board Member Hull seconded the motion. The motion passed by majority vote as follows:

**Shasta County Board of Education**

AYES: Brown, Hull, MacFarland, Manuel, Mills, Webb

NOES:

ABSTENTIONS: Barry

ABSENT:

**Student Board Members**

AYES: Little-Varga, Tawney

NOES:

ABSTENTIONS:

ABSENT:

**9.2. Instructional Services**

**9.2.1. Board Policy & Administrative Regulation 6158-Independent Study Updates to reflect Assembly Bill 130 (First Read)**

Carie Webb, Independent Study Principal, addressed the Board. The policy includes additional Independent Study information. There were not any items removed. The additions add best practices and include: A Tier 3 engagement requirement, defines asynchronous and synchronous instruction, and a requirement to offer an independent study option. There is a parent-teacher conference component before students enroll in

Independent Study as well as an option for the student to return to the district in the event that they are not making sufficient academic progress.

Board Member Brown asked what changes were made to the master agreement. Ms. Webb said they were additions that included an outline of the supports that are offered to a struggling student and Tier 3 engagement strategies.

Board Member MacFarland asked about the enrollment for this school year. Ms. Webb said that there are 100 students enrolled and 8 spaces available.

Mike Freeman, Associate Superintendent of Instructional Services, clarified that AB 130 made changes to Independent Study. Last year parents had the option of distance learning, in addition to in seat and independent study. Distance learning is no longer an option. A lot of the information that Ms. Webb described was now included in Independent Study changes required for the current year.

**ACTION:** Board Member Brown moved to approve **Item 9.2.1** as submitted, waiving the first read. Board Member Hull seconded the motion. The motion passed as follows:

**Shasta County Board of Education**

AYES: Brown, Hull, MacFarland, Manuel, Mills, Webb

NOES:

ABSTENTIONS: Barry

ABSENT:

**Student Board Members**

AYES: Little-Varga, Tawney

NOES:

ABSTENTIONS:

ABSENT:

**10. STUDENT BOARD MEMBER REPORT**

- Carly Tawney, Foothill High School

Ms. Tawney is a rising senior. School starts on Monday. She is honored to be given this opportunity. Ms. Tawney participated in Student Government for two years and enjoyed planning rallies and spirit days that promoted positive learning environments for fellow students.

She felt that being a part of the Board would be more impactful in representing students since most of their high school experiences are in the classroom.

Ms. Tawney is excited about being involved in Reach Higher Shasta and a part of something that involves the community.

She feels a lot of students do not realize their full potential. A fellow classmate had done a poll where 75 percent of the students responded that Shasta College was their dream school. She wants her peers to dream bigger and reach higher.

- Adam Little-Varga, Central Valley High School

Mr. Little-Varga is a rising senior. School has not started, but he participated in Freshman Orientation. They encouraged freshman students to become involved in the student body, clubs, and sports.

He encouraged students to be involved in Dual Enrollment classes. These are classes that are taught at the high school and students receive both high school and Shasta College credit.

Mr. Little-Varga is planning to be a teacher's assistant either in a dual enrollment or STEM class. He plans to either be a STEM mentor during class or after school.

## 11. **BOARD BUSINESS**

### 11.1. **Set Time, Location, and Agenda Items for September 2021 Planning Session**

September 22, 2021, 10:00 – 1:30 p.m. The two location sites that were discussed included Shasta Hall in the Professional Development Center and Sierra Pacific's Conference Room.

Superintendent Flores shared the following topics received from the Administrative Council:

- What does the Board want to know (instead of "future agenda item" listed monthly)
- What does the Board value within Department Updates?
- How might you like to see the equity statement incorporated within board meetings?

Agenda items the Board suggested:

- Mask/Covid update – Is there anything the Board can do to help?
- Mental health for kids and adults coming out of the pandemic, including wellness centers and strategies schools are using. What is our role in supporting mental health?
- What is going on in Shasta County with SCOE and districts?

### 11.2. **Board Focus Areas**

#### 11.2.1. **Early Childhood Services Facility Update**

Renee Menefee started by sharing the exciting news that they had broken ground. She introduced Kurt Swanson, Operations Director of Early Childhood Services, who has taken the lead on this project. He shared a slidedeck of the work that has started.

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

President Mills and Vice President Barry read the Record Searchlight article regarding Early Childhood Services. They were both happy to see the update in the newspaper.

## 12. **SUPERINTENDENT'S REPORT**

Superintendent Flores introduced Carmen Bahr as the Executive Assistant to the Superintendent who was able to train with Erica Flores before she departed.

Superintendent Flores reported on the following topics:

- Trainings have returned to the Professional Development Center.
  - Grading for Equity Training – 40 teachers participated and took away a new vision.
  - Virtual School Attendance Review Teams Training from Amir at the Riverside County Office of Education.
  - Mental Health Behavior Grant led by Jeremy Sawtelle brought together monitoring teams from across the county.
  - Hope Navigator Training with Chan Hellman.

- Update on District Board Meetings – The Boards are all moving forward to adopt masking requirements. Millville and Cottonwood are both in challenging spots. We will continue to see how to best support them.
- HHSA Children’s Services received a grant to have mental health clinicians on the campuses of Community Day schools and Alternative Education schools.
- Priority Focus Areas:
  - Student voice – Superintendent Flores learned about the questions that will be asked through the Kelvin program to participating students. Read Unconscious Bias in Schools and came up with questions to use with the Native American students to understand how they are feeling in school.
  - Capacity Building – During the Leadership Team meeting in July, there were thirteen different presenters from within the team. A book study based on Creating Magic will be offered to staff members who are interested in becoming a leader. Leadership Team members were invited to volunteer to co-lead one of the evenings for the book study and we had 14 volunteer. Tara Schwerdt was hired to replace Becky Love as Counseling Coordinator and Judy will be providing guidance and support in this new role.
  - Equity – The final version of the equity statement was shared with the Leadership Team.
  - Communication – The information discussed during the Administrative Council planning sessions in July will be used during the 2021-22 school year.
- All Call will be held virtually with all staff on August 12 at 8 am. It will be recorded if you would like to listen to it later.

13. **MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS**  
 Future agenda items were discussed during **Item 11.1**.

14. **REMINDERS/UPCOMING EVENTS**  
 August 12, 2021, 8:00 a.m. – All Call will be held virtually via Zoom.

15. **NEXT MEETING** – September 8, 2021, 1:30 p.m. at SCOE Professional Development Center, 2985 Innsbruck Drive, Redding, CA 96003

16. **ADJOURN**  
 President Mills adjourned the meeting at 2:50 p.m.

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