

SHASTA COUNTY BOARD OF EDUCATION
Shasta County Office of Education
Professional Development Center
2985 Innsbruck Drive
Redding, CA 96003

September 22, 2021
Planning Session Meeting Minutes

ADOPTED

1. CALL MEETING TO ORDER

The meeting was called to order by President Mills at 10:00 a.m.

Members Present

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

Members Absent

Adam Little-Varga, Student Board Member

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
Renee Menefee

2. PLEDGE OF ALLEGIANCE

Student Board Member Tawney led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

ACTION: **Board Member MacFarland** moved to approve the Agenda as submitted.
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: Tawney

NOES:

ABSTENTIONS:
ABSENT: Little-Varga

4. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

There was no public comment.

5. INFORMATION

5.1. Department Goals (2021-2022)

Adam Hillman, Associate Superintendent of Administrative Services, shared the department goals.

Business Goals

- Evaluate processes and improve efficiency where possible
 - Enhance and develop knowledge and capacity internally and with our district partners
 - Nurture positive culture in the department
- ##### Human Resources Goals
- The Personnel Folder contents will be categorized and referenced in the Shasta County Office of Education Human Resource Manual.
 - The customer satisfaction data will be systematically collected and analyzed for guiding implementation and adjustment of applications and platforms utilized for distribution of information.
 - Results from data customer satisfaction data will be shared with Administrative Council and analyzed for actions, changes, etc.

Information Technology

- New work order system, replace top of rack switching in the Network operations center, Security upgrades (2 Factor)
- Support districts through the Technology Partnership meetings
- Promote and foster a message of hope, help each other keep a mindset of hope

Maintenance & Operations

- New facility for ECS, deploy new work order system
- Encourage cross training opportunities
- Promote and foster a message of hope, help each other keep a mindset of hope

Transportation

- To recruit and train new school bus drivers with a big heart for children.
- To continue to be a hub for training for our smaller district transportation departments.
- To stay hopeful under stress and continue to maintain a positive culture

Mike Freeman, Associate Superintendent of Instructional Services, followed with goals for the remaining departments.

Early Childhood Services

- Identify critical early childhood data points by March 31, 2022, necessary to develop the ECLAAP, and assess the quality and availability of the data.
- Develop the early childhood workforce educational program to launch July 1, 2023, in order to build capacity as we support districts in the implementation of Universal Transitional Kindergarten.
- By June 30, 2022, engage and build relationships with districts, families, and other early childhood stakeholders to better understand the needs, gaps, available resources, and current supports and services around early childhood in Shasta County.

Professional Learning & Leadership Support

- The PLLSS Team will develop and support an environment for innovation and equity that creates and provides resources in order to build capacity and improve student learning in our educational community.
- The PLLSS Team will nurture and support a culture that is mindful of positive intention, energy, hopefulness, presence, and inclusiveness to optimize relationships, learning, and collective impact.
- The PLLSS team will develop, monitor and improve our internal communication in order to enhance our service and support to the districts and schools we serve.

Student Services

- Teachers will help facilitate students' development of their own Hope score, so that 80% of our students show 10% improvement on hope scores and Kelvin data establishing a Hope centered School Culture
- Throughout 21-22 all staff will be trained in Hope Science research and strategies that promote student "Willpower" and "Waypower."
- Ensure that all students are actively engaged in a safe, healthy and culturally responsive environment.

5.2. Feedback for Departments on Presentations to the Board

What does the board value within Department Updates?

- Whiskeytown Environmental School status, Early Childhood Services facility update, Juvenile Rehabilitation Facility support
- Hope and culture-driven work in COVID context - specific examples to address this work in reports
- Challenges - address problems before they happen
- New and meaningful - what does the department do that is new and/or challenging, comfortable being honest with the Board, authentic and not just a shareholder report, equity work across the county, new board member orientation, new stories (i.e. electric buses)
- Helpful information for a new board member - data points included, power of stories to show impact on people, helps information to stick, learn from all pieces of SCOE, discuss individually if needed
- Greater community context - supporting districts throughout the county/outlying areas, reach and influence of SCOE, sensitive to the amount of time reports/presentations take, focus on new, Board does value the work, regional work and trainings being offered
- Nice to see staff in their reports and get a feel for each department

What does the Board want to know about our programs, our work?

- Direct impact to teachers and students in the classroom, different schools across the county, anecdotal evidence.
- Hear from others in the department, not limited to department heads, help with succession planning and building capacity
- Examples of equity translated into department work and work with others
- Events - Every Student Succeeding events, Principal for a Day, and similar future events. Would like to bring more of those events back and share reports with the Board.
- Hear reports from directors regarding specific needs from the Board to better do their jobs.
- Consistent reporting year-to-year shows that our directors are doing a great job in providing a continuity of services at a high level. It is not necessarily a negative thing.

Should we add a new Board Member Orientation for Departments whose work doesn't change each year instead of Department Updates from Administrative Services?

- Staff welcoming new board members – Consider ideas seen from other boards that were discussed at conferences.
- Shadowing a department on a possible Board focus area.
 - Board member shadows and reports on the experience to the Board.
- Historical data to show journey over time - how SCOE work has transpired to where we are
- Consider pause for department reports in Business, Maintenance & Operations, Information Technology, and Transportation

5.3. Feedback on Board Policy Discussion at Board Meetings

Board Policies come with cover sheets. Do we need the manager to describe the policy when it is already listed out on the cover sheet? Or, could we just ask for questions from the board?

- Sometimes the Board may not be aware of the reasoning for the change, relevance/timing. This information could be included on the Cover Sheet.
- Want to know why it is there and why we are considering it.

5.4. Feedback on Sharing Equity Work with the Board

How would the board like to be kept informed on work in the area of equity? Department update? Other format (Friday update)?

- Sharing significant successes and what challenges have we faced in doing this work.
- Tell the story in other forum with details. A combination of board updates written and presented in the meeting.
- Compilation of the increase of equity in our work across the county.
- Equity being pointed out in some of the non-obvious ways, highlighted in the department reports.
- Celebrate the increase and/or impact that we are seeing from our work.
- Board focus area to drive the agenda. An option to add Equity as a board focus area.
- Call it out and label as appropriate but could get in the way of consuming information. Data and story to show equity/access, presented in a “this is the work that we do” context.

5.5. COVID-19 Update

- In the last six weeks we have had more cases than in the last seven months combined. These are positive cases and not contact tracing.
- SCOE has 325 employees – 182 (52%) are vaccinated. 143 employees will need weekly testing.
- Guidance from state is that we have to test the unvaccinated or OSHA will fine us.

Roadmap to Recovery

- Cases are still going up.
- 788 (7 day case rate; last meeting we were at 600) - 100 is “high rate”
- 56% at least one dose of vaccine, 46% fully vaccinated
- State testing site has a new lane
- Boosters being discussed at the national level (FDA) today (9/17)
- 5-11 year olds should be eligible for a vaccine by Mid-October
- “Pessimistic” model - cases down to a reasonable rate by November

Media Briefing Information

Today's information included:

- Shasta County Public Health reported yesterday that students and staff from **52** K-12 schools and 1 office have reported a total of **227** cases in the last 14 days.
- The greatest number of reported positive cases have been from 13 school sites in the last 14 days.
- Since August 1 of this year, there have been 781 K-12 school-related COVID cases, compared to 1487 cases for all of last school year for ages 5-18 and staff; So we're beyond 50% of the cases we had in all of last school year within the first 6 weeks of the school year.

The Point-In-Time data from September 21:

- 462 students were in modified quarantine (not including students in independent study programs)
 - September 21 = 462 (increase of 82)
 - September 14 = 380
 - September 7 = 625
 - August 31 = 2018
- 914 students were in quarantine at home (all schools):
 - September 21 = 914 (decrease of 674)
 - September 14 = 1588
 - September 7 = 1663
 - August 31 = 1143
- 219 students were experiencing a positive case (all schools):
 - September 21 = 219 (decrease of 21)
 - September 14 = 240
 - September 7 = 226
 - August 31 = 302
- 95 school staff were at home on quarantine* (not vaccinated) - all schools:
 - September 21 = 95 (decrease of 24)
 - September 14 = 119
 - September 7 = 134
 - August 31 = 82
- 51 school staff were experiencing a positive case (all schools):
 - September 21 = 51 (same number of positive cases)
 - September 14 = 51
 - September 7 = 65
 - August 31 = 49

President Mills called for a break at 11:17 a.m. The meeting resumed at 11:23 a.m.

5.6. Mental Health of Students and Staff, both within Schools/Districts and in Shasta County Office of Education Programs

Mike Freeman shared about the mental health programs that are available across the county and what we have been doing to provide support. He shared about the SEL, Social Emotional Learning, Playbook. It consists of self-awareness, self-management, social awareness, relationship skills, and responsible decision-making.

Mr. Freeman also talked about the FOCUS (Focusing on children under stress) Program. It is a collection of agencies working together that include SCOE, Shasta County Office of the District Attorney, Youth Options Shasta, Redding Police, Redding Fire Department, Anderson Police and the Shasta County Sheriff's office. There is a portal that the different agencies can input information to alert a school of a student that may need extra attention because of a situation that happened at home or in their family.

Other supports from SCOE that were shared included Trauma Informed Practices training, School Counselor Collaborative, free suicide prevention training resources, active involvement in Shasta County Strengthening Families Collaborative, and the Mental Health Summit on September 20. Board Member Brown attended the Mental Health Summit and commented that it was eye opening. He mentioned that Joy Garcia did a marvelous job. He learned that there are few processes that are linked to crisis intervention and we need more crisis services in this county.

Mr. Freeman shared that there was a \$100,000 FEMA grant given to each County Office of Education in the state. We started the Shasta County SEL Community of Practice. The federal government is planning to add funds to SEL to continue the work. The Greater Good Science Center slide contains linked slides for a deeper dive. BASE Education, online SEL curriculum is a free service. Forty people are currently trained.

Mr. Freeman also presented the Wellness Center at Shasta High School. Cindy Lindsey is in charge of the program. It is available to students during school hours. The Wellness Center offers supports that include Parent workshops, mentorship programs, regulation/relaxation space, physical health information, wellness testing/screening, and access to mental health services (Center for Mind/Body Medicine, Lotus Suicide Prevention).

President Mills called for lunch at 12:09 p.m. The meeting resumed at 12:30 p.m.

5.7. Transitional Kindergarten Expansion - Planning for Success

Renee Menefee, Executive Director of Early Education and Support Services, presented to the Board. She shared about AB 22, Universal Transitional Kindergarten (UTK). Governor Newsom released a guidebook on UTK, allowing September through December birthdays to attend. Full implementation by 2025-26. It will continue to be optional for students to attend.

Ms. Menefee shared that a Local Transitional Kindergarten Planning Workgroup has been formed. They are working on several areas that include:

- Teacher recruitment and workforce development, including providing career pathways for experienced early learning and care teachers and providers.
- Transitional kindergarten facilities.
- Alignment of transitional kindergarten curriculum and learning expectations with preschool learning standards.
- Meeting the needs of working parents, including access to expanded learning opportunities and wraparound care provided by LEA's and community-based programs.
- Supporting childcare and preschool providers to retool and access resources to remain stable during TK expansion.

She mentioned that the area that will be directly impacted are the programs that are serving infants and toddlers. They are not sure if they will be able to stay in business without caring for age 3-4.

Vice President Barry asked about licensing. Ms. Menefee said that licensing does not fit into Universal Transitional Kindergarten.

5.8. Board Focus Areas

The 2020-2021 Board Focus Areas include:

- Whiskeytown Environmental School
- Early Childhood Services Expansion
- COVID-19

2021-2022 Focus Areas Discussion:

- COVID Pandemic (Impact, learning loss, early learning)
- Equity
- Mental Health-Workgroup progressing, Hope work, supporting children in trauma (FOCUS), and SEL
 - Maintaining In-House Hope-our own people (recruitment, staffing, mental health). What is the Board's support role?
 - FOCUS Program-children in traumatic circumstances

Continued Board Priorities:

- WES Camp progress
- ECS Facility (building milestones and programming)

Presentations:

- New JRF program progress (River's Edge Academy)
- JRF enrollment trends (impact of California Youth Academy changes)

5.9. Community Foundation of the North State - Shasta County Board of Education Student Benefit Fund

De'An Chambless, Senior Executive Director of Business Services, reported to the Board.

Every September SCOE receives statements from Shasta Regional Community Foundation regarding the Student Benefit Fund. This fund is from the proceeds of Camp Latieze. Each year, the accumulated earnings are used toward grants for Science programs, specifically Whiskeytown Environmental School and the Schreder Planetarium.

This year, funds available to spend total \$66,202. This represents \$16,406 unspent from previous years and \$49,796 available for 2021-22.

5.10. Orange County Board of Education lawsuits

Adam Hillman shared what is happening with the Orange County Board of Education. The Board has filed two lawsuits against the superintendent. The lawsuit that has been resolved allows the Board to hire their own attorney. The lawsuit still open is whether or not the Board has budget authority for line item veto in the budget approval process.

6. OTHER COMMENTS

Vice President Barry commented on the Keenan Mandatory Training. It has improved considerably over

the years. She also mentioned that we could use some updated pictures on our website.

President Mills attended a CSBA webinars and learned that the meeting can be stopped and moved if the group is being too disrupted. Strict time limits can also be enforced. Board Member Manuel has the link to the webinar if anyone was interested in watching.

Board Member Webb apologized for missing the September 8, 2021 meeting.

7. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

8. REMINDERS/UPCOMING EVENTS

9. NEXT MEETING

AB 361 was signed allowing for virtual board meetings. There was discussion about how we should meet for the next board meeting. Board Member MacFarland would like to return to virtual meetings because of his health. Board Member Webb suggested that we support the person that has the biggest health considerations. It was agreed that the next meeting would be held virtually and it will be revisited each month as is required by AB 361.

October 13, 2021, 1:30 p.m. via teleconference.

10. ADJOURN

President Mills adjourned the meeting at 1:44 p.m.

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