

SHASTA COUNTY BOARD OF EDUCATION

Shasta County Office of Education

1644 Magnolia Ave.

Redding, CA 96001

November 18, 2020

Regular Meeting Minutes

This meeting was held via teleconference and met the requirements of the Brown Act as allowed by the California Governor's Executive Order issued in response to the "shelter-in-place" requirements based on the COVID-19 (coronavirus) pandemic.

The meeting was accessible via a technology device, at:

<http://bit.ly/SCOEBoard111820>

Or by telephone at:

Phone: 1-669-900-6833

Meeting ID: 854 5440 4666

Password: 104098

ADOPTED

1. CALL MEETING TO ORDER

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

Members Present

Kathy Barry

Robert Brown

Rhonda Hull, President

Steve MacFarland

Laura Manuel

Denny Mills, Vice-President

Jennifer Snider

Kaitlin Killion, Student Board Member

Leah Perez, Student Board Member

Members Absent

None

Administrators Present

Judy Flores, Shasta County Superintendent of Schools

Adam Hillman, Associate Superintendent, Administrative Services

Brien McCall, Associate Superintendent, Instructional Services

Others Present

Erica Flores, 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

Mike Freeman

Rebecca Lewis

Dan Ostrowski

Cindy Dill

Mary Lord

Wendy Hall

Joy Garcia

Catherine Thompson
Irene Salter
Bradley Ramsey
Lily Gebhart
Kennedy Delany
Ava Govehart
Lamis Yassin

2. TELECONFERENCE PROTOCOLS

3. APPROVAL OF AGENDA

President Hull requested that, due to potential power interruptions, Action Items be prioritized and moved to after the Student Advisory Board presentation.

ACTION: Board Member MacFarland moved to approve the Agenda, with Action Items moved as discussed.

President Hull seconded the motion. The motion passed unanimously as follows:

Shasta County Board of Education

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

NOES:

ABSTENTIONS:

ABSENT:

Student Board Members

AYES: Killion, Perez

NOES:

ABSTENTIONS:

ABSENT:

4. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

Bradley Ramsey, former SCOE Student Board Member, shared a presentation he created at Shasta College called “Ways Schools Can Advance Education for Bright Young Minds”.

5. APPROVAL OF CONSENT AGENDA

5.1. Board:

5.1.1. October 14, 2020 Regular Board Meeting Minutes

5.2. Administrative Services:

5.2.1. Credentials and Oaths for Temporary Certificates

5.2.2. Revised Board Policy and Administrative Regulation 3551- Food Service Operations- Cafeteria Fund

5.3. Instructional Services:

5.3.1. Early Childhood Services California State Preschool Program Goals and Objectives

5.3.2. County SARB Membership

5.3.3. Revised Board Policy and Administrative Regulation 0460-Philosophy, Goals, Objectives, & Comprehensive Plans-Local Control & Accountability Plan

5.3.4. Revised Board Policy 1431-Community Relations-Waivers

Board Member Snider requested Item 5.2.2 be removed, as it contained grammatical errors.

ACTION: Board Member Snider moved to approve the Consent Agenda with Item 5.2.2 removed. Board Member Manuel seconded the motion. The motion passed unanimously as follows:

Shasta County Board of Education

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

NOES:

ABSTENTIONS:

ABSENT:

Student Board Members

AYES: Killion, Perez

NOES:

ABSTENTIONS:

ABSENT:

ACTION: Board Member Snider moved to approve item 5.2.2, with the grammatical errors corrected.

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

Shasta County Board of Education

AYES: Barry, Brown, MacFarland, Manuel, Mills, Snider

NOES:

ABSTENTIONS:

ABSENT:

Student Board Members

AYES: Killion, Perez

NOES:

ABSTENTIONS:

ABSENT:

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. Quarterly Report on Williams Uniform Complaints
- 6.1.3. Shasta County Enrollment Data

Board Member Manuel requested more information on Item 6.1.3., asking if it is known why Shasta County enrollment has declined. Superintendent Flores responded, saying it is currently difficult to determine whether the changes in enrollment are due to COVID or if families are choosing to leave public schools. Shasta County has 368 private school affidavits, with 357 of those having 7 or fewer students, and 11 being private Christian schools.

Associate Superintendent Hillman added that there are no recent demographic studies so there is no concrete data to report.

Vice President Mills asked if any of the students are simply missing. Superintendent Flores shared that when a student does not show up for the next school year, the school reaches out to the family, and if they cannot make contact, the school checks the private school affidavits to see if the student is attending there.

7. PRESENTATION

1:40 p.m. 7.1. Student Advisory Board on Education (SABE) Presentation

SCOE Student Board member, Leah Perez, opened the presentation by introducing the presenters and their proposals.

Lily Gebhart, a senior at Shasta High School, shared her proposal called “Distance Learning Task Force.” Her group proposed that the State Board of Education or the California Department of Education convene a distance learning task force composed of students, administrators, teachers, and parents dedicated to improving distance learning and its transition into traditional learning models.

Kennedy Delany of Shasta High School shared her proposal on Environmental Sustainability. Her group recommended that the State Board of Education encourage California districts to develop district-wide Green District Advisory Councils consisting of students, district staff, and community members, and that the Green Advisory Councils be in charge of leading sustainable initiatives to be implemented at the district level.

Ava Gebhart, from Foothill High School, shared her proposal on School Safety. Her group advised that the State Board of Education recommend and set guidelines for Local Educational Agencies to establish various methods for students to communicate school safety concerns regarding staff misconduct, instances of sexual harassment, possession of dangerous substances and weapons to local administration, and that these student voices be taken into account when schools execute campus-wide safety initiatives.

Lamis Yassin, a senior at University Preparatory, shared her proposal on Racial Equity. Her group suggested the California Department of Education and State Superintendent of Public Instruction develop a blueprint of model practices that provide comfortable and accessible ways for students to report racially charged incidents at school.

Comments:

Board Member Manuel shared that she was very proud of the presenters and the depth of the presentations. She shared that she was interested in hearing what happens next with each of the proposals.

Vice President Mills thanked the group for sharing. She said she noticed the common theme of the need for student voices in order to gauge how education is affecting and serving them. She shared she would like to know how some of the ideas could be implemented at a local level. She also suggested a follow up presentation in the spring.

Ms. Gebhart shared that she would love to implement the Distance Learning Task Force.

Board Member Barry commented that each topic is profoundly important and it is encouraged to hear the students taking the lead on those issues.

7.2. Chrysalis Charter School Annual Report

Irene Salter, joint Chrysalis administrator concluding her tenure with the 2020-21 school year, introduced Catherine Thompson as the new Chrysalis administrator.

Catherine Thompson shared that Chrysalis is a unique school because it is a “teacher-powered”. Teachers solve problems as a group, and with the experience of knowing how things will affect the classroom.

Ms. Thompson Shared the school’s 4-Phase Plan for COVID for 2020-21:

- Phase 1-Individual Distance Learning
- Phase 2-Distance Learning for All
- Phase 3-Hybrid Learning
- Phase 4-All Students on Campus

The charter school is currently in Phase 3. All students attend Monday through Thursday in either morning or afternoon cohorts. Working parents have priority for their children attend morning cohorts. A midday bus route was added to provide transportation. Fridays are distance learning for all students.

The construction of Chrysalis' new multi-purpose building is on hold.

Catherine also shared her annual update to the board, including student enrollment and performance data. The pandemic has affected the school's total enrollment. As of November 1, 2020, they have 205 students enrolled: 161 in the classroom program, and 44 in the homeschool program. This is nine students below the 2019-20 enrollment, but they are confident that enrollment will bounce back once the pandemic ends.

The school's data dashboard for 2019 is strong, with no areas of overall performance in the Red or Orange category, and will all standards met. In response to 2019-20 student performance data, the school revised its intervention and enhancement period. Teachers worked closely to identify and meet the specific needs of students. The effort resulted in flexible groups that were regularly progress monitored in the area of ELA for the first year, and to expand to math the following year. The growth they saw in the students because of these efforts was extremely encouraging.

8. DEPARTMENT UPDATE

8.1. Facilities, Maintenance, and Operations

Dan Ostrowski, Executive Director of Facility Maintenance and Operations, shared his report.

Cindy Dill, the newly hired Project Coordinator, was introduced. She replaced Vicki Smith, who recently retired.

Mr. Ostrowski shared current M&O Department goals:

- They are looking into a new work order system through Solar Winds. Maintenance & Operations and Information Technology will receive work orders through one system. When an employee submits a work order, it automatically routes to the appropriate department.
- To continue to maintain a clean and safe working environment.
- To establish and maintain appreciative and supportive relationships.
- To support learning and growth by attending mandatory trainings and switching to electronic timesheets.

A delivery of COVID personal protective equipment from California Office of Emergency Services was received at PDC Warehouse. The items were distributed to SCOE programs and school districts.

M&O employees designed and built custom-made Plexiglass shields for all SCOE offices.

Board member Manuel asked if Whiskeytown Environmental School staff would live onsite at Shasta House. Mr. Ostrowski responded that, after the Carr Fire, the National Park Service staff needed housing for their employees. The house is currently being leased to NPS right now. He also shared that, if the house is no longer utilized after Whiskeytown Environmental School is rebuilt, it could be sent to surplus. A 7/11 Committee would be created to determine its surplus value and go through the process of selling it.

Adam Hillman, Associate Superintendent of Administrative Services added that the legal cost to sell the property would most likely take any proceeds generated.

Board Member MacFarland commended Mr. Ostrowski on maintaining excellent service while having one of the toughest jobs during the COVID pandemic.

9. **ACTION**

9.2. **Administrative Services**

9.2.1. Vehicle Fleet Management Proposal & Surplus

De'An Chambless, Senior Executive Director of Business Services, presented. Currently there are many old vehicles in the fleet, and they would like to move more toward a model of strategic cycling as is currently being done with computers. A company called Enterprise Fleet will take the exciting vehicles and help sell them, getting the best value, and take the proceeds to buy down the lease cost on a new vehicle. Orders placed now will hit the budget in June.

ACTION: Board Member Manuel moved to approve item 9.1.1 as submitted.
Board Member MacFarland seconded the motion. The motion passed unanimously as follows:

Shasta County Board of Education

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

NOES:

ABSTENTIONS:

ABSENT:

Student Board Members

AYES: Killion, Perez

NOES:

ABSTENTIONS:

ABSENT:

9.3. **Instructional Services**

9.3.1. Board Policy 0520-Philosophy, Goals, Objectives, & Comprehensive Plans- Intervention For Underperforming Schools (First Read)

Brien McCall, Associate Superintendent of Instructional Services, shared that this is a policy update with new, required language that states how support is provided to school districts.

ACTION: Vice President Mills moved to approve item 9.2.1 as submitted, and to waive the second read.

President Hull seconded the motion. The motion passed unanimously as follows:

Shasta County Board of Education

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

NOES:

ABSTENTIONS:

ABSENT:

Student Board Members

AYES: Killion, Perez

NOES:

ABSTENTIONS:

ABSENT:

9.3.2. Board Policy 0520.1-Philosophy, Goals, Objectives, & Comprehensive Plans-
Comprehensive & Targeted Support & Improvement (First Read)

Mr. McCall shared this updated policy has similar updates as 0520, but this policy applies to SCOE's own programs.

ACTION: President Hull moved to approve item 9.2.2 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, Snider

NOES:

ABSTENTIONS:

ABSENT:

Student Board Members

AYES: Killion, Perez

NOES:

ABSTENTIONS:

ABSENT:

9.3.3. School Plan for Student Achievement

Mary Lord, Executive Director of Student Programs, shared that this school plan is a collected effort for the student programs: Excel, Juvenile Hall, and Independent Study. They receive funds based on their school dashboard rating. The CSI plan lines out how the funds are laid out to support students and families.

ACTION: Board Member Snider moved to approve item 9.2.3 with changes as discussed. Board Member MacFarland seconded the motion. The motion passed unanimously as follows:

Shasta County Board of Education

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

NOES:

ABSTENTIONS:

ABSENT:

Student Board Members

AYES: Killion, Perez

NOES:

ABSTENTIONS:

ABSENT:

9.4. **Board:**

9.4.1. Student Board Member Attendance at CASC SABLE Conference, January 11-13, 2021

Student Board member Perez shared that the dates of the conference changed to January 8-9, 2021.

ACTION: Vice President Mills moved to approve item 9.3.1 as submitted. Board Member Snider seconded the motion. The motion passed unanimously as follows:

Shasta County Board of Education

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

NOES:

ABSTENTIONS:

ABSENT:
Student Board Members
AYES: Killion, Perez
NOES:
ABSTENTIONS:
ABSENT:

9.4.2. Schedule Annual Organizational Meeting of the Board per Education Code 35143

ACTION: Board Member Snider moved to approve item 9.3.2 as submitted.
President Hull seconded the motion. The motion passed unanimously as follows:

Shasta County Board of Education
AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Snider
NOES:
ABSTENTIONS:
ABSENT:
Student Board Members
AYES: Killion, Perez
NOES:
ABSTENTIONS:
ABSENT:

9.4.3. Change the date of the December Board meeting from December 16, 2020 to December 15, 2020

ACTION: President Hull moved to approve item 9.3.3 as submitted.
Board Member Snider seconded the motion. The motion passed unanimously as follows:

Shasta County Board of Education
AYES: Barry, Brown, Hull, MacFarland, Manuel, Mills, Snider
NOES:
ABSTENTIONS:
ABSENT:
Student Board Members
AYES: Killion, Perez
NOES:
ABSTENTIONS:
ABSENT:

10. STUDENT BOARD MEMBER REPORT

- Leah Perez, Shasta High School

Ms. Perez shared that, at the recent Student Advisory Board on Education (SABE) conference, she was part of the group that worked on the Distance Learning proposal. She was able to observe the process of electing California State Student Board Members, which she enjoyed.

At school, she submitted a petition to get a Student Board Member on the Shasta Union High School District School Board. She needed 430 signatures and obtained 500.

At Shasta High School, peer tutoring is encouraged because of current learning deficiencies due to COVID. Many are participating in virtual tutoring.

The “Wolfpack Olympics” was held about two weeks ago. There was a “Pumpkin Drop”, where pumpkins were dropped off the two-story school building. There was also an egg toss, relays, and other games. They passed out purple necklaces to encourage school spirit, and had a lot of fun.

There is a growing concern amongst students because many are being quarantined. There is some confusion about when and if the school will close.

- Kaitlin Killion, Enterprise High School

Ms. Killion shared that she has noticed students at Enterprise High establishing a rhythm to the distance learning, although grades are slipping. Recently, students were told the school might go into full distance learning. There is concern amongst students about this.

Clubs are not meeting at this time.

A generous donor covered the cost of the new seniors' shirts.

11. BOARD BUSINESS

11.1. Board Focus Areas:

11.1.1. COVID Updates & Impacts

Mike Freeman, Senior Executive Director of Instructional Services shared the report.

Recently, due to COVID, they have shifted gears, focusing on the social-emotional well-being of those they serve. He referred to the increased amount of stress and anxiety in homes as a “pandemic within a pandemic”.

Several of our leaders at the Professional Development Center are working with teachers to consider how to implement Social Emotional Learning Signature Practices from a “Playbook” that was published earlier this year. Teachers are working on modifying their teaching style for virtual learning. The State is giving a \$100,000 grant this year to bring together communities of practice around social-emotional health which will augment and enrich what we are already doing.

Rebecca Lewis, Executive Director of Curriculum and Instruction, shared that superintendents understand Adverse Childhood Experiences and trauma, and are making it a priority to focus on social emotional learning and health.

Comments:

Board member Manuel thanked Mr. Freeman for the report. She shared her hope that going forward the social-emotional component will be a more natural part on every campus.

Superintendent Flores shared that Reach Higher Shasta Secondary group is focusing on three areas when thinking about the transition between middle and high schools: attendance, behavior, and grades. This has been a result of Joe Feldman's “Grading for Equity” training. At the last RHS meeting, it was noted that there are currently 4 times as many Ds and Fs on many campuses in the current year, and that this is an example of an equity issue.

11.2. Board Comments/Discussion/Reports/Correspondence:

11.2.1. Determine Every Student Succeeding Nomination Selection Committee

Superintendent Flores asked for volunteers to serve on the ESS nomination committee. Board member Manuel, Vice President Mills, and President Hull volunteered.

Vice President Mills shared the idea that Student Board members offer suggestions when planning the Every Student Succeeding online celebration.

Board member MacFarland shared a personal health update.

Board member Snider thanked those in the group who donated to the Library Foundation.

Board member Mills shared that there was an interesting article in newspaper regarding Help Me Grow.

12. SUPERINTENDENT'S REPORT

12.1. Public Disclosure of Collective Bargaining with Shasta County Certificated Employees Association (SCCEA)

Educator Appreciation Event

This event has been sponsored by the Board for over 30 years. Unfortunately, due to COVID, it cannot be held this coming April. Ms. Flores asked for Board members to submit ideas on how to hold the event via teleconference.

Board Presentations

Mr. Hillman shared that some department leaders wonder if the Annual Calendar of Presentations to the Board gets repetitious, since Board members hear much of the same information every year from the departments on the Administrative Services side.

Board member Snider and Vice President Mills both commented that the information is good for new Board members to hear.

COVID

Schools that have closed have been due to staffing challenges because there is an insufficient number of substitutes to cover teachers that are in quarantine. Currently, Public Health is very overwhelmed and not able to provide as much support to schools with contact tracing.

California Community Partnership Grant

Ms. Flores shared that she, Wendy Hall, and Joy Garcia are writing the California Community Partnership Program grant. The grant application is due December 4. The work is aligned to what they are currently doing. If granted, the funding would start in April.

This week's training is "Compassionate Systems Network". Twenty-two staff from SCOE are participating in this training to bring about long-term system change.

13. DISCUSSION

13.1. Instructional Services:

13.1.1. Community Engagement Initiative

Mike Freeman and Joy Garcia, are working in partnership with the California Collaborative for Educational Excellence and other districts and advocacy groups. The focus is how they engage their communities. In the first year, the districts selected to participate all had outstanding practices for engaging parents and other community members. In Year 2, this has begun to expand to other districts to learn from what is being successfully implemented. Mike and Renée Menefee were able to join as observers in Year 1. Joy Garcia has taken Renée's spot in Year 2. The goal for Year 3 is that we would be able to add at least one school district from our county to learn from this work.

Board member Brown asked how this effort will affect Foster Youth, and what kind of support we are developing in our community.

Mr. Freeman responded that as they focus on helping the neediest, it automatically helps everyone.

13.2. Board:

13.2.1. Shasta County Office of Education Vision Statement

After discussion, it was decided that this item would be addressed at a future Board meeting. Jenn Snyder and Laura Manuel volunteered to work again with Superintendent Flores to incorporate the feedback from SCOE's Leadership Team members in an updated version.

13.2.2. Policy Analysis for California Education (PACE) Funding Summary

Mr. Hillman shared an infographic from PACE which helps explain the education-funding crisis in California.

14. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

15. REMINDERS/UPCOMING EVENTS

None.

16. NEXT MEETING– December 15, 2020, 12:30 p.m. via Teleconference

17. ADJOURN

President Hull adjourned the meeting at 5:40 p.m.

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