

**SHASTA COUNTY BOARD OF EDUCATION**

Shasta County Office of Education

1644 Magnolia Ave.

Redding, CA 96001

**June 17, 2020**

**Special Meeting and Budget Study Session 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:

<https://bit.ly/Shasta061720>

Or by telephone, at:

**Phone: 1-669-900-6833**

**Meeting ID: 854 5187 4809**

**Password: 104098**

**ADOPTED**

**1. CALL MEETING TO ORDER**

The meeting was called to order by President Hull at 10:01 a.m.

Members Present

Kathy Barry  
Robert Brown (entered meeting at 10:05 a.m.)  
Rhonda Hull, President  
Steve MacFarland  
Laura Manuel  
Denny Mills, Vice-President  
Jennifer Snider

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)  
(NOTE: The following participated for all or a portion of the teleconference meeting. There may have been others in attendance not listed)  
De’ An Chambless  
Jessica Tegerstrand  
Katy Martin  
Rebecca Lewis  
Mary Lord  
Renee Menefee  
Jackie Titus  
Kerby Spenser  
Lyndsey Gilstrap

## **2. TELECONFERENCE PROTOCOLS**

Superintendent Flores provided an overview of the protocols for meeting via teleconference, including how to address the Board with public comments, and that all action items will be completed by a roll call vote of the Board Members.

## **3. APPROVAL OF AGENDA**

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

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

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

NOES:

ABSTENTIONS:

ABSENT: Brown

## **4. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD REGARDING ITEMS ON THE AGENDA**

There were none.

## **5. BUDGET STUDY SESSION**

### **5.1. Proposed 2020/21 Budget**

Adam Hillman, Associate Superintendent of Administrative Services, opened the session by thanking Senior Executive Director of Business Services, De'An Chambless, and her staff for their work on the budget. Ms. Chambless responded, acknowledging and praising her team's efforts and support.

Mr. Hillman provided a Google slideshow for the presentation of the 2020-2021 Adopted Budget. He provided an in-depth report of the General Fund, Early Childhood Services, and Other Funds. He gave multiyear projections, and planned next steps.

In the General Fund report, Mr. Hillman shared that countywide enrollment has remained static. He explained in detail some of the changes shown in the enrollment charts. The changes in overall countywide enrollment reflect families moving from traditional schools to charter schools.

The COVID-19 pandemic has created some uncertainty. The budget does not include the unknown costs that may occur as a result. There may be additional cost to provide extra staffing to accommodate for physical distancing. Other possible costs could be facility needs, cleaning and disinfecting, and equipment and training to provide for distance learning. It is also unknown how the revenue from fee-based programs will be impacted. This situation will continue to be monitored, evaluated, and staff will adjust as needed. Despite the uncertainty, a surplus is still projected, and reserves remain healthy. The development of the budget is all done between the time of the May Revise by Governor Newsom, and before the budget is approved. With all the uncertainty this year, it was much more challenging to project accurate figures.

Mr. Hillman reported on student programs. Instructional Services does not plan to replace the certificated administrator that resigned. The Director of Special Education will retire in June 2020. Instead of refilling the position, the duties will be evaluated and the position restructured with other administrators. There will be no change to services provided. Project SHARE will likely experience a cut in funding which will cause challenges to providing after school support for kids. There are no anticipated changes to staff or programming for Foster Youth. It is planned that the Planetarium will

be able to offer public shows, to be operated by Friends of the Planetarium.

Mr. Hillman gave departmental reports. There are no major projects, upgrades, or changes to staffing in Facilities or Information Technology. Transportation eliminated two shop positions, but will continue services for Special Ed, Anderson High, and Chrysalis Charter School. It remains to be seen how COVID will affect future operations, but significant workload demands are anticipated for business oversight.

For the General Fund Financial Summary, Mr. Hillman summarized that the ending fund leaves us in a better position than previously, despite the many current challenges we are facing. Superintendent Flores added that, within Facilities, \$3 million is slated for the renovation of Hilltop to supplement the grant funds being received from the California Department of Education.

Renee Menefee, Executive Director of Early Education and Support Services, gave the report for Early Childhood Services (ECS). She shared that they are currently transitioning into subcontracting with 3-5 districts for the next school year. These districts will operate programs and ECS will provide administrative support.

Jackie Titus, Director of Internal Business Operations, gave the summary for Early Childhood Services. She explained the details of adding the new Inclusive Early Education and Expansion Program Grant from the California Department of Education. With the rising costs of minimum wage and salary/benefits, Early Childhood Services will use General Fund revenue in order to balance their budget.

Questions from Board Members:

Board Member MacFarland asked if it is projected that COVID will flatten ADA or if it will remain unchanged. He also asked if it is projected that families will continue to switch to charter schools. Mr. Hillman stated that it is uncertain. He shared that Shasta Union High School District is considering a rotating A-B schedule for social distancing purposes, and that it is unclear how attendance will be counted. Superintendent Flores added that, after the State budget has passed, there will be language within the Trailer Bill regarding school days, instructional minutes, and ADA tracking. She added that it is too early to determine local impact, but that the districts would like to have continuity throughout schools. They are learning toward having an every-other-day schedule at the middle and high school levels. Negotiating with labor groups is also a contributing factor in returning to schools.

## **5.2. PUBLIC HEARING to Receive Public Comment Regarding the Proposed 2020/21 Budget**

Superintendent Flores opened the Public Hearing at 11:26 a.m. As there were no comments, the Public Hearing was closed.

## **6. DISCUSSION**

### **6.1. Supporting School Attendance Model for 2020/21**

Superintendent Flores opened the discussion, referring to the Supporting Student Attendance Handbook beginning on Page 41 of the agenda packet. She invited Board President Hull to speak, as President Hull had requested the item be added for discussion. Ms. Hull shared her concern that the term “Multidisciplinary” has negative connotations. She suggested renaming it the “Help Me Grow Program”.

Ms. Flores responded that The Children’s Legacy Center uses the term “Multi-Disciplinary Team” to describe the variety of service agencies that are involved, including members from the District

Attorney's Office, various law enforcement agencies, the Probation Department, and that one or more members are from Shasta County Health and Human Service Agency's Children's Services Division. The Help Me Grow coordinator reaches out to the members of the Multidisciplinary Team to see if they've been in connection with the families before they are referred to School Attendance Review Board (SARB).

Board Member MacFarland shared that term "Multidisciplinary Team" has been around for years. It refers to the various experience levels and expertise of the many people and agencies involved.

Board Member Manuel added that the term is an accurate depiction of the role of the team, and it has been around for a long time.

Board Member Snider supported these opinions, adding that the term is widespread and well-known and that it is referring to the variety of professionals that are a part of that team. A change at this time could cause confusion.

Board Member Mills mentioned that she was under the impression that the Multi-Disciplinary Team's work is mostly behind the scenes, and that the name wouldn't be in the forefront of discussion with parents and students. Superintendent Flores clarified that the Handbook found in the board packet is for school and district administrators only and would not be shared with parents.

#### **7. OTHER COMMENTS**

Board Member Manuel expressed her appreciation for Mr. Hillman's presentation and echoed his recognition to Ms. Chambless and her team. She stated that the Budget Report answered all of her questions. Board Member Mills echoed these sentiments, stating all of her questions were also answered.

President Hull asked if future COVID vaccines will be mandatory for students. Superintendent Flores responded that vaccination information isn't available at this time, and she will continue to update the Board as she knows more.

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

Board Member Mills requested continued updates surrounding COVID-19, including the timelines of the upcoming Trailer Bills. Superintendent Flores answered that she will provide a standing update at future Board meetings around COVID-19.

#### **9. NEXT MEETING** – June 24, 2020, 1:30 p.m. via teleconference. Connection information will be provided in the agenda

#### **10. ADJOURN**

President Hull adjourned the meeting at 11:39 a.m.

Respectfully submitted,

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