

SHASTA COUNTY BOARD OF EDUCATION

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

**June 24, 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:

<https://bit.ly/Shasta062420>

Or by telephone, at:

Phone: 1-669-900-6833

Meeting ID: 871 6693 3079

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

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
Jodie VanOrnum
Mike Freeman
Rebecca Lewis
Renee Menefee

Brandy Thornton-McDaniel
Mina Asmus
Sue Johnson
Barbara Erlei
Cecilia Valdivia
Max LaChance

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 Brown seconded the motion. The motion was approved unanimously.

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

NOES:

ABSTENTIONS:

ABSENT:

4. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

There were none.

5. APPROVAL OF CONSENT AGENDA

5.1. Board:

5.1.1. May 13, 2020 Regular Board Meeting Minutes

5.2. Administrative Services:

5.2.1. Credentials and Oaths for Temporary Certificates

5.2.2. Resolution Regarding the Education Protection Account

5.2.3. Resolution Regarding Authorization for Temporary Interfund Cash Borrowing

5.3. Instructional Services:

5.3.1. Donation/Gift Acceptance – Friends of Schreder Planetarium

ACTION: Board member Mills moved to approve the Consent Agenda as submitted.
Board President Hull seconded the motion. The motion was approved unanimously

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

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. New, Retired, and Exited Employee Quarterly Report

6.2. Instructional Services:

6.2.1. Report on Nondiscrimination in Shasta County Office of Education Programs and Activities

7. DEPARTMENT UPDATE

7.1. Human Resources

Jodie VanOrnum, Senior Executive Director of Human Resources, provided the update. Ms. VanOrnum introduced her staff, most of whom were present in the teleconference. She commended her staff for the broad array of support they provide to her and to the Shasta County Office of Education.

Ms. VanOrnum shared that the mission of the Human Resources Department is to attract, hire, and retain great people. The goal of her department is to continuously improve, and to provide support, learning, and growth for all employees.

Currently, Human Resources is working on streamlining processes. They are in the process of converting all forms to fillable versions. COVID forced this change, but fillable forms will be used going forward, including for new employee onboarding. Timecards will soon be electronic. Human Resources, Payroll, & Business Services will all be in partnership under a new, single system, which will create a more efficient workflow processes. Para-professional tests are now available online, which is a great service to the County Office and school districts alike. Information Technology is partnering with Human Resources to enable the use of digital signatures. There are some hurdles because things have to be done in a way that the auditors will accept.

The new Post-Hire Survey has been completed by 90% of employees and reports a high level of satisfaction with services provided by the Human Resources office.

The Human Resources “newsfeed” was launched on May 1, 2020. It was developed to share information about new hires, health & benefits, the “SWAG” program, reminders, and celebrations & events. The most popular page in the first month was the “Employee Spotlight”. COVID has provided an opportunity for the Human Resources team to get more creative. It forced them to find alternatives to old processes and become more electronic. The biggest challenges currently are the new types of personnel leaves, and the increase in call volume and unemployment claims.

Superintendent Flores thanked the Human Resources staff for their service, particularly during the COVID crisis. She commended them for being a “small but mighty” team.

8. ACTION

8.1. Instructional Services:

8.1.1. Shasta County Office of Education Student Programs COVID-19 Operations Report

Brien McCall, Associate Superintendent of Instructional Services, shared that, because of existing technology and practices already in place, we were in immediate contact with almost all students and it was maintained throughout the remainder of the school year. Childcare was provided to those families of essential workers and other that needed it at the available spots in the county. The nature of Independent Study made it easier to maintain continuity. EXCEL was also able to make sure students with challenges had independent work and one-on-one connections with teachers and staff. Students within the Juvenile Rehabilitation Facility maintained lessons through remote access. Mr. McCall commended the Student Services staff for the job they did throughout the crisis.

ACTION: Board Member Mills moved to approve item 8.1.1 as submitted.

Board Member MacFarland seconded the motion. The motion was approved unanimously.

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

NOES:

ABSTENTIONS:

ABSENT:

8.2. Administrative Services:

8.2.1. Annual Declaration of Need for Fully Qualified Educators

Brandy Thornton-McDaniel shared that the Annual Declaration is required by the commission to be filed every year. It enables us to obtain emergency permits for teacher credentialing.

ACTION: Board Member Manual moved to approve item 8.2.1 as submitted.
Board Member Brown seconded the motion. The motion was approved unanimously.

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

NOES:

ABSTENTIONS:

ABSENT:

8.2.2. 2020/21 Budget

Adam Hillman, Associate Superintendent of Administrative Services, commented that we're in better shape for next year than we thought. Education was spared in the recent State budget cuts.

De'An Chambless, Senior Executive Director of Business Services, added that Governor Newsom hasn't signed the budget yet but that it looks favorable. Any changes to the budget will be brought to Board in August.

ACTION: Board Member MacFarland moved to approve item 8.2.2 as submitted.
Board Member Snider seconded the motion. The motion was approved unanimously.

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

NOES:

ABSTENTIONS:

ABSENT:

8.3. Board:

8.3.1. Membership Dues for 2020/21

- CSBA (California School Boards Association)
- CCBE (California County Boards of Education)
- ELA (Education Legal Alliance)

Last year Board chose not to reinstate its membership in CCBE. After discussion, the Board agreed to keep membership in CSBA and ELA, but decline membership with CCBE for another year.

ACTION: Board Member Manuel moved to approve item 8.3.1 as submitted.
Board Member MacFarland seconded the motion. The motion was approved unanimously.

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

NOES:

ABSTENTIONS:

ABSENT:

8.3.2. Governing Board Member Election Information and Resolutions Required for November 3, 2020 Elections

- Ordering Governing Board Member Elections and Specifications of the Election Order
- Cost of Candidate Statements
- Establishing Procedure in Case of Tie Vote at Governing Board Member Election

Superintendent Flores stated that three Board members seats up for election this November.

Board Member Manuel asked for clarification on the wording regarding a tie vote. The wording “a” tie vote implies there’s only room for one tie vote. Education Code 5016 provides that, in the case of a tie, the Governing Board may either call a runoff election or determine the winner or winners by lot.

Ms. Flores read the 501c and it was determined that, from now on, that wording will be included on the appropriate resolution.

ACTION: Board Member Brown moved to approve item 8.3.2 as submitted.
Board Member MacFarland seconded the motion. The motion was approved unanimously.

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

NOES:

ABSTENTIONS:

ABSENT:

9. STUDENT BOARD MEMBER REPORT

No report this month.

10. BOARD BUSINESS

10.1. Board Comments/Discussion/Reports/Correspondence:

10.1.1. Determine Mentors for 2020/21 Student Board Members

Board Members MacFarland and Manuel shared their experiences with being mentors and their methods for connecting with and supporting mentees.

Board Vice President Mills offered to mentor incoming Student Board Member Leah Perez. Board President Hull offered to mentor incoming Student Board member Kaitlin Killion.00000

10.1.2. Other Comments

Board Member Snider asked for clarification on what would be appropriate to discuss under this item. Board Member MacFarland explained it was a chance for Board Members to share observations or report out on tours or trainings they

attend. Board Member Manuel added that it is different from Item 12 in that it is specific to the Board.

11. SUPERINTENDENT'S REPORT

11.1. Reach Higher Shasta Update

The update was included in the agenda packet. There were no questions or comments on this item.

11.2. Other Comments

COVID Report: Last week the School Year Planning Guide was released by the Shasta County Office of Education. It was compiled over a period of seven weeks and had contributors from five different work groups. The Guide was sent to County Public Health to ensure agreement and to receive feedback from their Public Information Officer. It was then sent to charter school leaders and district superintendents as a draft, with feedback requested. The final version was sent to charter school leaders and superintendents to release to families before it went to the media. Shortly after it was released, Governor Newsom announced his "masks for all" order. The Guide will be revised by the end of July in coordination with Shasta County Public Health and with input from charter school leaders and school district superintendents.

Attorney input was sought because California Department of Education's (CDE) guidance was released after the California Department of Public Health's (CDPH) and they are not aligned. CDHP is more of a baseline. CDE is more of a ceiling, and the highest possible standard for safety and considered recommendations, not mandates. We wanted to find and address potential areas of litigation. We were advised that liability comes if we don't follow CDPH guidelines, we could be charged with negligence.

The challenges now are what capacity facilities will allow, and how many staff are willing to return. We will be requesting funds from the CARES Act to offset the cost of making necessary accommodations in schools.

Board Member Barry asked if the Health Officer is commenting on whether shields or masks will be better for younger students.

Ms. Flores responded that, in talking with teachers, they agree that it will be easier to teach and breathe with face shields. She also stated that there is quite a bit of information in the CDE guidance regarding personal protective equipment (PPE) for the disabled/medically fragile/immune compromised. The State Department of Public Health has not weighed in on masks or shields for young children.

There is a statewide ratio of 30-30-30 of teachers' opinions about returning to school. 30% of teachers want to get back and are not worried, 30% have some reservations, and 30% are against going back right now. The main concern is if we will have enough staff for the number of families that want to come back.

SARB Restructure Plans: Ms. Flores reported that she and Wendy Hall met with Hope City's Jackie Durant regarding funding from Community Corrections Partnership. They are currently finishing year one of a four-year grant. Ms. Durant was asked if she would be willing to focus on support for 9th graders, instead of more broadly on high school, since First 5 is focusing on attendance in Kindergarten, and 9th grade is another crucial time to get kids connected with school.

12. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

Board Member Manuel requested more information about the book "The Science of Hope".

Board Member Brown asked for an updated on Whiskeytown Environmental School.

Superintendent Flores answered that Whiskeytown Environmental School is a standing item on the Board Agendas since the Board had identified this program as a focus area for the 2019-2020

school year. Every month, her office reaches out to Nate Fairchild, Program Director of Education Programs, for an update. It will continue to be on the standing agenda template until the Board meets in September and updates its focus areas.

13. NEXT MEETING-July 8, 1:30 p.m. via teleconference

Board Members discussed and were in agreement to continue meeting virtually until further notice.

14. ADJOURN President Hull adjourned the meeting at 3:43 p.m.

Respectfully submitted,

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