

SHASTA COUNTY BOARD OF EDUCATION

Shasta County Office of Education

1644 Magnolia Ave.

Redding, CA 96001

September 9, 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/SCOEBoard090920>

Or by telephone at:

Phone: 1-669-900-6833

Meeting ID: 864 4494 2226

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

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)

(Note: Others may have attended. Those in attendance may have attended only a portion of the meeting.)

De'An Chambless

Rebecca Lewis

Kathryn Martin

Mike Freeman

Renee Menefee

Jessica Tegerstrand

Mary Lord

2. ADMINISTER OATH OF OFFICE-2020/2021 STUDENT BOARD MEMBERS

Superintendent Flores administered the Oath to Leah Perez.

Kaitlin Killion was not in attendance.

3. TELECONFERENCE PROTOCOLS

4. APPROVAL OF AGENDA

ACTION: Vice President Mills moved to approve the Agenda 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: Perez

NOES:

ABSTENTIONS:

ABSENT:

5. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

None.

6. APPROVAL OF CONSENT AGENDA

6.1. Board:

6.1.1. August 12, 2020 Special Board Meeting Minutes

6.1.2. August 12, 2020 Regular Board Meeting Minutes

6.2. Administrative Services:

6.2.1. Credentials and Oaths for Temporary Certificates

6.3. Instructional Services

6.3.1. Donation/Gift Acceptance from Redding Host Lions

ACTION: Board Member MacFarland moved to approve the Consent Agenda 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: Perez

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 unless otherwise noted below.

7.1. Administrative Services:

7.1.1. General Fund Board Report

7.1.2. New, Retired, and Exited Employee Quarterly Report

Board Member Snider requested clarification on the spreadsheet for Item 7.1.1. She asked why some line items are highlighted in gray. De'An Chambless, Senior Executive Director of Business Services, clarified that it is a type of formatting for ease of reading.

8. **DEPARTMENT UPDATE**

8.1. Transportation

Kathryn Martin, Director of Transportation, provided the update.

Personnel

SCOE Transportation currently has 27 bus drivers and 3 substitute drivers.

Sam Dodson is the new Transportation Supervisor. He has served SCOE as both a driver and a mechanic. Since July 1, Sam has overseen Vehicle Maintenance since that unit no longer has its own supervisor. Ethan Salmans serves as Lead Mechanic.

Laura Pearson is the new lead driver and instructor. Instructors give in-service to SCOE drivers and outside school districts.

Transportation Summary

Special Education: SCOE serves 105 students with 15 routes to 26 school sites within 10 school districts.

The new Lion Electric Bus is under construction and will arrive this fall.

COVID

With school shutdowns, Transportation has been creatively utilizing staff time and taking on new projects such as organizing the shop. They have also been creative in finding ways to keep up morale and show staff appreciation. April 28 was National School Bus Driver Day. Management decorated some of the small school busses and paraded by employees' homes. For this year's retirement celebration, they provided a socially distanced celebration, and for the end of the year party, they had a drive-through trip tip lunch.

There are currently three main challenges the department faces. First, keeping drivers busy and engaged with fewer students to transport. Secondly, keeping each district's schedule straight, since they often change from distance learning to meeting in person to hybrid models. Lastly, maintaining the health and safety of staff and students, during not only COVID, but also the upcoming flu season.

Vice President Mills asked if Transportation has had to lay off any employees. Ms. Martin responded that they have not, as they have been creative in the use of employee time and taking on extra projects. Mr. Hillman added that the Senate Bill that approved the budget stipulated no transportation, custodial, or food service staff may be laid off.

Board Member Manuel asked how the electric bus would be utilized. Ms. Martin shared there will first be a trial period to assess the bus's capabilities. Since it is electric, they have to determine how far it can go with a busload of students, using the air conditioner and/or heater, etc. In addition, it should stay on a flat surface, so it will be used on a small route within the City of Redding.

Mr. Hillman commended Ms. Martin for remaining positive during this time of challenges, as her department has been the hardest hit within SCOE. Ms. Flores added that the organization is fortunate to have a leader like her at a time like this.

9. **ACTION**

9.1. Administrative Services:

9.1.1. Temporary Cash Loans to Districts

Jessica Tegerstrand, Executive Director of District Fiscal Services, gave the report. Many districts will face cash flow emergencies this year with the deferrals the state has said are coming. The Shasta County Office of Education has a fund for districts that can be used for short-term loans that is approximately \$1 million. The loans would be \$100,000 or less. They would be short-term, temporary cash loans.

Board Member Snider asked if the loans would be time-bound, and if there would be an expiration date, or if the offer would be ongoing.

Ms. Chambless explained that the purpose of the loans was not to be time-bound but to help each district be able to make payroll.

ACTION: Board Member Snider moved to approve item 9.1.1 as submitted.
Vice President Mills seconded. 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: Perez

NOES:

ABSTENTIONS:

ABSENT:

10. STUDENT BOARD MEMBER REPORT

- 10.1. Kaitlin Killion, Enterprise High School
Kaitlin did not present, as she was absent from the meeting.
- 10.2. Leah Perez, Shasta High School

Leah Perez reported on current school attendance during the COVID pandemic. She is a senior at Shasta High School and they are currently operating in a hybrid model. They attend two days per week on campus and three from home. When at school, they have one-direction hallways and they sit in checkerboard patterns in classrooms. Masks are required at all times with the exception of lunch. Everyone is doing a good job keeping ~~his or her~~ masks on.

Teachers are utilizing Google Classrooms and are finding creative ways to work with students via distance learning. Some are live streaming classes. All students have their own computer devices. All of these efforts reduce the amount of person-to-person contact.

Many student clubs are meeting online on Wednesdays. Sports teams will begin playing in the spring semester. ASB class is focusing on providing social opportunities so students do not miss out on important high school experiences.

Board Member Manuel welcomed Ms. Perez to the Board and commended her on her report. She asked for clarification on what kinds of activities they are planning for Riverbowl. Ms. Perez responded that the event would not involve the entire community, as it has in years past. They are considering a "Riverbowl Olympics" where students may compete by sending in videos of themselves performing their talents and they could compete with someone from another school.

11. PUBLIC HEARING

- 11.1. Learning Continuity Plan

Mary Lord reported on what the plan will be moving forward, taking into account different strategies and practices, and moving it forward to the next LCAP.

- 2:10 p.m.:** The hearing opened for public comment.
No public comment.
- 2:11 p.m.:** The hearing closed.

Superintendent Flores advised the Board that the Learning Continuity Plan will be an Action item on the September 23 Board Planning Session agenda. The Plan must be Board-approved before the end of September.

12. **BOARD BUSINESS**

12.1. Board Comments/Discussion/Reports/Correspondence

Board Member Manuel requested clarification on protocol for how Board members may support candidates running for Board of Education seats.

Mr. Hillman responded that Fair Political Practices has a book online, or you can call them directly. He also recommended the Shasta County Elections Office as a good resource.

13. **SUPERINTENDENT'S REPORT**

COVID

Dan Ostrowski, James Alspach, and De'An Chambless are collaborating with Mary Nicely, Senior Policy Advisor to the State Superintendent of Public Instruction. Ms. Nicely is seeking to provide technology support for students. The group has met twice so far and is currently assessing which areas of the County have the greatest need of assistance. Two areas identified are Fall River Joint Unified School District and Montgomery Creek School. Other examples within the county exist where schools have purchased devices that will not arrive until December. Ms. Nicely is going to reach out to the vendors to try to expedite the process and get them to students as soon as possible.

Michelle Larsen, Program Director for Health & Nutrition Services, along with a network of nurses, is meeting weekly with Shasta County Public Health. Public Health is putting together a school unit that will facilitate contact tracing, field questions, and provide other services and support. As students are returning to school, there has been a great need for social-emotional support, and any families are requesting assistance in this area.

Six school districts will be in full distance learning after September 21, 2020. In terms of SCOE's authorized charters, Chrysalis and RSTEM are in a hybrid format, and Northern Summit Academy is in independent study. SCOE's Independent Study remains the same, and EXCEL meets in person 5 days per week.

Enterprise High School had one person test positive for COVID. Sixteen close contacts were identified and put into quarantine. Anderson High School had a positive case and identified 32 close contacts. The Superintendent closed the school through Labor Day. North Valley had two staff members that tested positive and they are closed through Labor Day.

Board Member Manuel asked Ms. Flores what she foresees as the County Office's role moving forward in providing social-emotional support. Superintendent Flores asked for a response from the Professional Learning and Leadership Support Services Leaders. Mr. Freeman responded that, within the Canvas learning system, his team created a social-emotional course. The course is taken at one's own pace. Several people responded, expressing interest in the services mentioned in the course. Mr. Freeman's team will reach out to them and offer more information.

American Indian Advisory

Rod Lindsey, also known as “He Who Walks With Two Shadows”, passed away on Friday, August 28. He was an advocate for Native American Youth in Shasta County, working hard to improve their outcomes. He met with Judy on her first day in office, asking how she would work toward providing support to the Native American Youth. Although he was not from a local tribe, because of his dedication, he earned the respect of the local tribes. Those in attendance observed a moment of silence for Mr. Lindsey.

Barbara Wolfen of Pit River Nation along with each of those who work with Native youth on the Advisory have been sharing celebrations and challenges of Native American youth with the Advisory. Some of the challenges include kids on reservation not having internet, and lack of school supplies, tutoring, childcare, and chrome books. United Way has supported the Advisory since last August and had members in attendance at this meeting. They offered assistance using funds they have received in relation to COVID. Ms. Flores created surveys to determine the areas of greatest need. One hundred and eleven (111) families responded to the surveys. Checks will be issued to families in the next couple of days, and funds are dispersed based on the number of children in the family.

SCOE IT is working with our schools and districts to determine where hotspots are able to be used within the county. Dan Ostrowski and Judy Flores met with an Education representative from the Pit River Nation to share what information is needed in order to apply for a federal grant to bring Broadband service into Pit River Nation territory. The cost of infrastructure needs to be determined.

14. **ACTION**

14.1. Instructional Services:

14.1.1. **PUBLIC HEARING-Receive Public Comment Regarding Sufficient Textbooks and Instructional Materials for Fiscal Year 2020/21**

Mary Lord shared the annual report that identifies sufficiency of instructional materials and new adoptions regarding curriculum.

There were no public comments.

The Public Hearing closed at 3:32 p.m.

14.1.2. Resolution Regarding Sufficiency or Insufficiency of Instructional Materials

Board Member Snider pointed out that the agenda packet states the incorrect time for the Public Hearing.

ACTION: Board Member Snider moved to approve item 14.1.2 with the time change.
Board Member MacFarland seconded. 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: Perez

NOES:

ABSTENTIONS:

ABSENT:

14.1.3. Certification of Instructional Materials

ACTION: Board President Hull moved to approve item 14.1.3 as submitted.
Board Vice President Mills seconded. 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: Perez
NOES:
ABSTENTIONS:
ABSENT:

15. MEETING FEEDBACK/SUGGESTIONS FOR FUTURE AGENDA ITEMS

Brien McCall commended Student Board Member, Leah Perez, on the presentation of her first report, saying it was very thorough and well done.

Board Member Manuel inquired about Shasta County student enrollment and if it was declining by families choosing to attend charter schools. Ms. Chambless responded that enrollment data is collected in October and will be shared with the Board at the November meeting.

The Board discussed whether to return to meeting in person or continue meeting via teleconference. The Board will continue meeting via teleconference, but the topic will be revisited at the November Board meeting under Board Business.

16. NEXT MEETING – September 23, 2020 9:00 a.m. Board Planning Session via teleconference

17. ADJOURN

President Hull adjourned the meeting at 3:37 p.m.

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