



REDDING SCHOOL OF THE ARTS  
WHERE EDUCATION AND THE ARTS CONNECT

**Redding School of the Arts**  
California Nonprofit Benefit Corporation  
Adopted Board Meeting Minutes

**Tuesday, February 11, 2020**

**Open Session: 5:45 p.m.**

Meeting called to order by Presiding Officer Steven Riley at 5:43 p.m.

Roll Call:

Steven Riley, President	<u>          X          </u>
Andrew McCurdy, Vice President	<u>          X          </u>
Heather Wright, Treasurer	<u>          X          </u>
Daria O'Brien, Secretary	<u>          AB          </u>
Jean Hatch, Founder	<u>          X          </u>
Jonathan Sheldon, Community Member	<u>          X          </u>

Additional Non-Voting Participants

Margaret Johnson, Executive Director	<u>          X          </u>
Carol Wahl, Dean of Students	<u>          X          </u>
Cathleen Serna, Business Serv Provider	<u>          X          </u>
Laura Dunaj, Staff Liaison	<u>          X          </u>

Board Recorder: Adel Morfin

Guests: Wendy Sanders and Jennifer Haslerud

**Report on Closed Session: No Closed Session**

**PRESENTATIONS:**

- **CAST Testing Results:**

Carol Wahl presented the 2019 California Science Test Scores to the board. The online assessment is based on the California Next Generation Science Standards (NGSS) and administered to 5<sup>th</sup> and 8<sup>th</sup> grade RSA students. Carol reported that the overall percent of RSA students meeting or exceeding standards was 39% for RSA, which was higher when compared to the County, State, and Columbia.

She compared RSA's 2016 Science CST scores to the current CAST scores and commented on the difference in percentages, as those scores were higher. Admin believes the difference in test scores may have to do with students testing abilities and the new Next Generation Science Standards. They plan to work with teaching staff on ways to support student testing performance.

- **Directors Report:**

**Margret Johnson:** Nothing to report at this time

**Carol Wahl:** Nothing to report at this time

**Cathleen Serna:** Nothing to report at this time

- **Staff Liaison Report**

**Laura Dunaj:** Commented that staff members continue to have questions regarding the plans for the early college high school expansion project.

- **Comments from Board Members:**

**Heather Wright:** Nothing to report at this time

**Jonathan Sheldon:** Nothing to report at this time

**Andrew McCurdy:** Nothing to report at this time

**Steven Riley:** Nothing to report at this time

**Jean Hatch:** Nothing to report at this time

- **Governing Board Correspondence:** No correspondence at this time.

**PUBLIC FORUM:** No Comments

**CONSENT AGENDA:**

Jean Hatch moved to approve items on the consent agenda as listed, seconded by Heather Wright. Motion carried 5:0.

**Call for Requests from the Audience to Speak to Any Item on the Agenda:** No Comments

**DISCUSSION/ACTION AGENDA:**

**2.1 Discussion: School Site Safety Committee Meeting Update**

Andrew McCurdy reviewed the safety committee meeting minutes from 1/10 with the board. He reported that there was concern during the Veterans Assembly but ultimately it proved to be a false alarm. He commented that it was a good teaching moment for staff and RPD representative. He suggested posting a staff member in the lobby or on surveillance cameras to serve as a screener at future assemblies.

**2.2 Discussion/Action: Comprehensive Safe School Plan - Revised**

Carol Wahl reviewed The Readiness & Emergency Management Plan (REMS) with the board as well as the highlighted changes and updates since last year, including the Safety Committee personnel changes, the addition of quarterly Safety Committee meeting information, new internal communication ("hunt" group extension), staff Automated External Defibrillator training, identified campus evacuation routes and meeting locations, family reunification procedures, and updated student dress code.

This is an ongoing, three year document that outlines RSA's emergency plan, most common threats and staff/student responsibilities in the event of a crisis. It is put together by RSA's School Safety Committee and submitted to the state each year by 3/2. A copy will be made available to Columbia ESD, local fire department, Governing Board, and school site personnel.

Andrew McCurdy moved to approve the Readiness & Emergency Management Plan, seconded by Jonathan Sheldon. Motion carried 5:0.

**2.3 Discussion/Action: Early College High School Expansion**

Margaret Johnson presented the Early College High School Expansion Power Point Presentation with the board that was shared at the 1/29 parent meeting. Margaret also reviewed a year to date actions report that included all the completed admin tasks related to the high school expansion project, including hosting informational meetings for parents and community members, meeting with The McConnell Foundation regarding the land behind the school, researching applications used by other early college high schools, connecting with financial institutions regarding funding, and sending out surveys to families interested in receiving additional information.

The next step in the plan is to renew RSA's Charter and discuss whether or not the board wishes to include an early college high school expansion in its charter petition to Columbia ESD. The petition must be prepared and submitted by March for board approval.

After discussing the information presented, the board felt there was no risk in including the high school expansion in its charter at this time and that a decision of when to open a high school on campus would be discussed at a future meeting.

Jean Hatch moved to direct administration to move forward with writing the charter petition and including the early college high school expansion, seconded by Heather Wright. Motion carried 5:0.

#### **2.4 Discussion: North State Charter JPA Organization Status & General Information**

Wendy Sander's provided the board with a brief overview of the JPA organization to date. She reported that the mission of the JPA is to provide high quality special education services to its students and member charter schools. The JPA is currently funded by member charter schools (including RSA & RSTEM) pooling all special education money and local contributions per ADA, in payment for all special education services. All other non-member schools are charged a fee based on the cost of employees used to provide specific services, plus an additional 5% service fee.

Wendy reported that in the past year and a half, the JPA has gone through several changes that have affected the organization including, Jean Hatch's retirement, the loss of a non-member school that resulted in a \$600,000 loss in revenue, and the need for new charter schools to contract with the JPA for consultation has dropped.

She also mentioned having met with current member schools to discuss the current funding model and found that it is not working for member schools, specifically RSA who is currently contributing an additional \$90,000 in expenses and 8% of RSA's student population receives special education and related services.

The JPA board met on 2/5 to discuss the reconfiguration of the JPA organization moving forward and/or decide to dissolve it if there is no interest from its current member schools. The JPA board is interested in knowing if RSA plans to continue its support of the JPA or withdraw its membership. Steven Riley responded that RSA was unable to make a determination at this time without knowing if other schools, including RSTEM, plan to commit their support and move towards a fee for service basis or if there is no need then the JPA board may decide to dissolve the organization. Margaret Johnson did point out that RSA is not interested in participating in the funding pool model that is currently in place.

Wendy Sanders will provide the board with additional information as it becomes available.

#### **2.5 Discussion: 2020/21 Instructional Calendar Draft – 1<sup>st</sup> Read**

Margaret Johnson presented the proposed 2020/21 Instructional Calendar for review. RSA is proposing to start school on 8/12/20 and end on 5/27/20, for a total of 178 student attendance days. 5/28/20 has been designated as a potential emergency make-up day if needed.

RSA plans to take off the standard rest periods as last year in November, December, February and April. This change is in line with other schools in the area.

The board will be presented with the 2019/20 Instructional Calendar for final review and approval next month.

#### **2.6 Discussion: Policy Review – 1st Reads**

##### **2.6.1 Public Records Requests – Public Records Act Compliant (Board Policy)**

The board reviewed the new Public Records Requests policy as presented and will take action at next month's meeting.

#### **2.7 Discussion/Action: Policy Review – 2nd Reads**

##### **2.7.1 Employee On-Site Tutoring Policy (Personnel Policy)**

Margaret Johnson reported having contacted legal counsel with regards to the board's concerns last month related to the liability of an Employee On-Site Tutoring Policy. After reviewing the proposed policy, legal counsel feels that on site tutoring poses a general liability & work comp liability to RSA and does not recommend it. If a staff member or child inadvertently got hurt or an incident arose, RSA would be held liable. The policy also poses a conflict of interest if teachers promote private tutoring sessions to their students in exchange for a fee.

The attorney suggests addressing the need for tutoring sessions through changes in curriculum or making the sessions available to all students through a school program. Another option would be to suggest parents use an unrelated third party vendor for private tutoring.

Margaret is awaiting a final draft of from legal counsel related to Employee On-Site Tutoring Policy and will share with the board in March for final review. Changes will go into effect in July 2020. No action was taken at this time.

#### **2.8 Discussion/Action: Policy Amendments**

##### **2.8.1 Acceptance of Gifts (Board Policy)**

##### **2.8.2 Brown Act Compliant (Board Policy)**

##### **2.8.3 Procedure for Policy Adoption (Board Policy)**

##### **2.8.4 Educational Records & Student Information (Student Policy)**

##### **2.8.5 Cell Phone & Other Personal Devices (Student Policy)**

##### **2.8.6 Closed Campus (Student Policy)**

##### **2.8.7 Retirement Policy (Personnel Policy)**

Margaret introduced the policy amendments for the board to review. The policies are being reviewed and updated as part of the charter renewal process. Steven Riley requested to move agenda item 2.8.7 for further discussion.

Heather Wright moved to approve policy amendments 2.8.1 through 2.8.6 as presented, seconded by Andrew McCurdy. Motion carried 5:0.

### **2.8.7 Retirement Policy (Personnel Policy)**

Margaret Johnson reported having worked with Cathleen Serna on the 2019/20 & 2020/21 Retirement Policy. If approved the policy would save RSA approximately \$83,000 over a three year period.

The summary retirement incentive for 2019/20 is:

- \$20,000 one-time retirement incentive for qualified founding employees hired from 7/1999 – 6/2000 and continuously employed at an average 0.5 FTE or more.
- \$15,000 one-time retirement incentive for qualified founding employees hired from 7/2000 – 6/2009 and continuously employed at an average 0.5 FTE or more.
- \$10,000 one-time retirement incentive for qualified founding employees hired after 7/2009 and continuously employed for 7 years or more at an average 0.5 FTE or more.
- Notice of retirement must be provided to Administration before March 31, 2020.

The summary retirement incentive for 2020/21 is:

- \$15,000 one-time retirement incentive for qualified founding employees hired from 7/1999 – 6/2000 and continuously employed at an average 0.5 FTE or more.
- \$12,000 one-time retirement incentive for qualified founding employees hired from 7/2000 – 6/2009 and continuously employed at an average 0.5 FTE or more.
- \$8,000 one-time retirement incentive for qualified founding employees hired after 7/2009 and continuously employed for 7 years or more at an average 0.5 FTE or more.
- Notice of retirement must be provided to Administration before March 31, 2021.

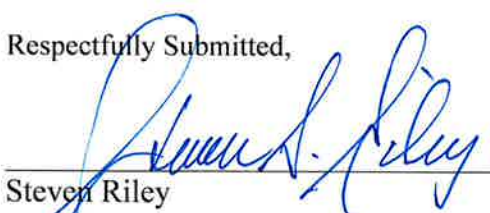
Margaret Johnson will review the information with staff members at the next staff meeting. No action was taken from the Board at this time. The policy will be presented in March for final review and approval.

**Meeting adjourned at 7:09 p.m.**

Next Regular Meeting: Tuesday, March 10, 2020

Community Room: 5:45 p.m.

Respectfully Submitted,



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Steven Riley  
RSA Governing Board President