



REDDING SCHOOL of ARTS
WHERE EDUCATION AND THE ARTS CONNECT

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

Tuesday, September 8, 2020

This meeting was held via video conference and met the provisions of the Brown Act, as allowed by the California Governor's Executive Order issued in response to the "shelter in place" requirements of the COVID-19 pandemic. The meeting was accessible via:

Zoom Video Conference Meeting

Meeting ID: 821 5303 9807

Passcode: 9B1tGa

Zoom Link: <https://us02web.zoom.us/j/82153039807?pwd=VTlPeGxvUnJUY0pYQUlxcWlGSIBsUT09>

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Meeting ID: 821 5303 9807

Passcode: 598759

Open Session: 5:45 p.m.

Meeting called to order by Presiding Officer Steven Riley at 5:52 p.m.

Roll Call/Establish Quorum:

Steven Riley, President	<u> X (via Zoom video conference)</u>
Andrew McCurdy, Vice President	<u> X</u>
Heather Wright, Treasurer	<u> X</u>
Daria O'Brien, Secretary	<u> X</u>
Jean Hatch, Founder	<u> X (via Zoom video conference)</u>
Jonathan Sheldon, Community Member	<u> X</u>

Additional Non-Voting Participants

Margaret Johnson, Executive Director	<u> X</u>
Wendy Sanders, Special Ed Director	<u> X</u>
Carol Wahl, Dean of Students	<u> X</u>
Cathleen Serna, Business Serv Provider	<u> X (exited @ 6:42 p.m.)</u>
Laura Dunaj, Staff Liaison	<u> X</u>

Board Recorder: Adel Morfin

Onsite Guests: N/A

Zoom Online Guests: Rachel Hatch, Iantha Barber, Natasha, Katie Swartz, Bietz, Daniel Bietz, Nick Pargett, and Denise Humphrey.

PUBLIC HEARING PRESENTATION:

Learning Continuity & Attendance Plan – 1st Read:

Margaret Johnson and Carol Wahl presented a summary of the Learning Continuity & Attendance Plan. The Learning Continuity & Attendance Plan is a replacement of the Local Control Accountability Plan, which is postponed until 12/15/2020, as established by Executive Order N-56-20. The purpose of the plan is to address funding stability for schools while providing information at the local educational agency (LEA) level for how student learning continuity will be addressed during the COVID-19 crisis in the 2020–21 school years.

Highlights from the presentation include:

- Stakeholder Engagement
- Phases of In-Person Instructional Models
- Distance Learning Program Goals
- Considerations for Distance Learning
- Pupil Participation & Progress
- Mental Health & Social Emotional Well Being
 - Tiered Intervention Model
- School Lunch Services

Margaret reported that the complete Learning Continuity & Attendance Plan was shared with parents and staff via email on 9/5/20.

Steven Riley closed the public hearing presentation and opened the floor for public comment on the Learning Continuity & Attendance Plan. Having heard no comments, the public forum of the Learning Continuity & Attendance Plan was closed.

DIRECTORS REPORT:

- Margret Johnson:

Reported that today was the first day back on campus for ALL onsite learners. She stated the morning drop off routine stayed within the allotted 15 minute window; however, the afternoon pickup routine is still a work in progress. She reported that students did very well in keeping their masks on during the day. She also stated that the playground was sectioned off into two zones, with roughly 50-60 students per zone, to allow for social distancing.

Overall, Margaret mentioned being very pleased with the first day back and hopes to move forward with the new routine.

Lastly, she added that RSA is planning to host a Virtual Back to School at the end of September. Additional information will be sent to families.

- Carol Wahl:

Reported she plans to share the new student behavior expectations with parents, which outlines the needs of the new normal in light of COVID-19. Teachers have already shared this information with their students.

Carol also reminded parents of their partnership with RSA in helping to maintain a safe school environment for everyone. This includes: adhering to pickup and drop off times, wearing a face mask while on campus, and completing temperature/wellness checks prior to sending students to school.

STAFF LIAISON REPORT:

Laura Dunaj: Reported the following staff safety concerns and comments:

1. Staff member inquiries over previous mention of life insurance payout in case of death due to COVID. Steven Riley responded and clarified that if a staff member contracted COVID-19 while at work and died, this would fall under a Workman's Comp injury and the employee's family could receive up to \$250,000 in death benefits.
RSA does not offer life insurance to its employees at this time.
2. Teachers are requesting Plexiglas sneeze guards for their desks. They feel the current plastic barriers provided by RSA are not high quality and don't provide a solid barrier against germs. Laura reported advising these staff members to report their safety concerns directly to Margaret Johnson.
Margaret Jonson responded by saying that the plastic barriers currently in place meet the safety standard.
3. Staff inquired if unused personal days from last school year, would be allowed to rollover to the current school year in light of COVID. Margaret Johnson responded she would look into it and get back to staff.
4. Staff inquired over the COVID testing rotation. Margaret Johnson responded that the first rotation would begin with those staff members who have not completed the first round of mandatory testing.

Laura also reported staff appreciation and thanks for the board's decision to reopen the school for onsite instruction. She also passed on thanks to Margaret Johnson and Carol Wahl for all their hard work and long hours in preparation for the schools reopening.

She thanked administration for providing personal protective equipment and said most staff members consider it to be adequate for the purpose.

GOVERNING BOARD REPORT:

- **Daria O'Brien:** Thanked Margaret Johnson and Carol Wahl for all their hard work.
- **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 CORRESPONDANCE:

- The board acknowledges having received and reviewed board correspondence from parent, Nick Pargett on 9/8/20. Unfortunately his email complaint cannot be read aloud, as it references an RSA employee.

PUBLIC FORUM:

Hearing of persons desiring to address the Board on a subject NOT covered in this agenda. NOTE: 1) Individual speakers will be allowed three (3) minutes to address the Board. The Board President may further limit the speaking time allowed in order to facilitate the progress of the meeting. 2) Complaints presented to the Board must not involve specific reference to employees. Citizens should contact the Director for complaint procedures regarding employees. 3) A charter school cannot take action on a matter that has not been placed on the official agenda. (G.C. 54954.2).

- Mr. Pargett addressed the board regarding his email correspondence. Mr. Pargett is requesting immediate action to remove a certain individual from accessing his child's distance learning account, as said individual is not a legal guardian of his child, which is causing his child to be upset.
He stated his child currently has to attend school via distance learning, because the child's mother is not in agreement with him attending in person. Mr. Pargett also feels frustrated with the Chinese program not being what it needs to be. He reports that sometimes his child's teacher is not there during scheduled virtual lessons and feels there should be better monitoring of the programs during distance learning.
Mr. Pargett also commented that he wants to be treated with respect as well as his side of the family.

Steven Riley thanked Mr. Pargett for this comments and concerns.

CONSENT AGENDA:

Items listed under the Consent Agenda are considered to be routine and are acted on by the Governing Board in one motion. There is no discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda.

It is understood that Administration recommends approval of all Consent Agenda items as listed. Each item on the Consent Agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

- 2.1 Approve 8/18/20 Minutes
- 2.2 Approve August 2020 Warrants
- 2.3 2020/21 RSA/Columbia MOU – 2nd Read

Daria O'Brien moved to approve the consent agenda as listed, seconded by Andrew McCurdy. Vote 6 Ayes: 0 Nays.

Call for Requests from the Audience to Speak to Any Item on the Agenda:

The regular agenda includes those individual items to be discussed by the Board. Some of those items may also require action or approval by the Board. Members of the public will have the opportunity to address the Board on any item at the time that particular item is discussed by the Board, and prior to any action taken by the Board. Individual speakers will be allowed three (3) minutes to address the Board.

- No Comments

DISCUSSION/ACTION AGENDA:

3.1 Discussion/Action: 2019/20 Unaudited Actuals

Cathleen Serna presented the 2019/20 Unaudited Actuals report, which is a comparison of the 2019/20 Second Interim Budget vs. final fiscal year closing prior to the audit review. She reported RSA completed the year with a \$301,551 net increase in fund balance, of which \$26,344 is due primarily to an increase in State revenue from the STRS on behalf adjustment.

She reported that certificated salaries came in at \$89,105 less than projected due to an extra .5 FTE position vacancy that was reported in Second Interim Budget by mistake. Classified salaries showed a minor savings adjustment of \$13,103 due to school closure during COVID. Employee benefits increased by \$37,733, due to the expenditure of the STRS on behalf adjustment. She reported \$177,270 in savings from services and other operating expenses, by way of reduction in payments to North State Charter JPA, due to previously over budgeted pass-through funds.

Overall RSA ended on a positive note and the savings from the 2019/20 fiscal year will carry forward to the new year.

Heather Wright moved to approve the 2019/20 Unaudited Actuals as presented, seconded by Jonathan Sheldon. Vote 6 Ayes: 0 Nays.

3.2 Discussion: New Market Tax Credit Presentation

Margaret Johnson & Jean Hatch reported on the New Market Tax Credit (NMTC) workshop they attended over the summer. The purpose of the tax credit is to spur investment in low income or rural communities in exchange for well-defined and planned project. RSA is considering applying for the tax credit award in an effort to secure funding towards the Early College High School Expansion Project & RSA Theater.

Jean Hatch reported on NMTC updates for 2020 including, extended program deadlines, accelerated funds due to COVID, and the \$3.5 billion dollars in grants awarded since 7/15/2020. She reported the next round in grants is estimated at \$5 billion. The board heard from Rachel Hatch, Program Officer at The McConnell Foundation, who spoke on the NMTC and suggested the board reach out to local community organizations, such as Hill Country Clinic and Shasta Community Health, who have been awarded grants in the past to get a better understanding of the process and general feedback. She also suggested meeting with New Plan Learning as a potential consultant.

After much discussion, the board felt the NMTC was worth pursuing. The next steps in the project is to designating a team of people to undertake the project, with a specific program manager, secure a meeting with New Plan Learning in October to discuss how they work with charter schools, prepare for the application in the fall for potential funds in 2021.

Daria O'Brien volunteered to forward on any information gathered by RSA to her tax attorney contact in the bay area, at no cost to RSA, who has experience with NMTC and can advise on strategies.

Margaret Johnson and Jean Hatch will report back to the board in October with any new information.

3.3 Discussion: Learning Continuity and Attendance Plan – 1st Read

Margaret Johnson opened the floor for board comments and questions. The Learning Continuity and Attendance Plan will be presented to the board for final review and approval before the September 30th submission deadline.

3.4 Discussion/Action: Review of RSA LiveBinder

Board members were given online access to the RSA Staff Live Binder. Margaret Johnson reviewed the various sections of the binder with the board.

3.5 Discussion/Action: Set Date for Governing Board Goal Setting & Adoption of Learning Continuity and Attendance Plan - Proposed Dates: 9/22/20 or 9/29/20

Margaret Johnson is proposing to hold a special meeting on 9/22/20 or 9/29/20 to discuss Governing Board goals for the coming school year, as well as review and adopt the final draft of the Learning Continuity Plan by September 30, 2020. The board discussed the proposed dates and settled on 9/22/2020 at 5:45 p.m.

Andrew McCurdy moved to approve holding a Special Board Meeting on September 22nd, seconded by Heather Wright. Vote 6 Ayes: 0 Nays.

3.6 Discussion/Action: Distance Learning Teacher Job Description – New Temp Position

Margaret Johnson reported the need for a Distance Learning Teacher job description in order to accommodate three classroom teachers who have requested to conduct distance learning for health and safety reasons.

Margaret reported that the position was only temporary, while the school continued to operate in Phases 1-3. Upon returning to Phase 4, the position would be terminated and the assigned teachers would return to their normal classroom assignments.

Margaret also stated that the positions were included in the school budget.

Steven Riley inquired as to the difference between the regular teacher job description and the proposed Distance Learning Teacher Job Description. Carol Wahl responded that there are specific COVID requirements outlined by CDE for distance learning teachers.

Heather Wright asked if the distance learning teachers were onsite or at home. Margaret responded that they have their own designated office space on campus.

Andrew McCurdy moved to approve the temporary Distance Learning Teacher Job Description as written, seconded by Daria O'Brien. Vote 6 Ayes: 0 Nays.

3.7 Discussion/Action: Personnel Updates

New Hires:

- o Sabrina Boyd - Temporary K-1 Mandarin Teacher (1.0000 FTE)
- o Amy Martin – Temporary 3rd-4th English Teacher (1.0000 FTE)

Margaret Johnson reported having hired two new on site teachers who will be temporarily replacing two of the three assigned distance learning teachers. Although the new teachers will be teaching full days, their overall positional calendar is prorated due to their late start in the school year.

Heather Wright moved to approve the personnel updates as listed, seconded by Daria O'Brien. Vote 6 Ayes: 0 Nays.

ADJOURNMENT:

Meeting adjourned at 7:24 p.m.

***NEXT SPECIAL BOARD MEETING:**

Date: Tuesday, September 22, 2020
Time: 5:45 p.m.
Location: Redding School of the Arts/via Zoom Video Conference
955 Inspiration Place
Redding, CA 96003

Governing Board Minutes Respectfully Submitted,



Daria O'Brien
RSA Governing Board Secretary

10/13/2020
Board Approval Date