

Date: Tuesday, April 4, 2023
Location: 955 Inspiration Place, Redding
Community Room
Open Session 5:45pm

Meeting called to order by Presiding Officer
Roll Call/Establish Quorum:

Jean Hatch, President	_____	Jonathan Sheldon, Vice President	_____
Lisa Stewart, Treasurer	_____	Tiffany Blasingame, Secretary	_____
Daria O'Brian, Community Member	_____	Antonio Cota, Community Member	_____

Additional Non-Voting Participants:

Lane Carlson, Executive Director	_____	Wendy Sanders, Special Ed Director	_____
Carol Wahl, Principal	_____	Sophia Zaniroli, Vice Principal	_____
Rebecca Lahey, Staff Liaison	_____	Robyn Stamm, Business Service Provider	_____

Director Report:	(5 Min)
Principal Report:	(5 Min)
Vice Principal Report:	(5 Min)
Staff Liaison Report:	(5 Min)
Governing Board Report:	(5 Min)
Governing Board Correspondence:	(5 Min)

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).

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.

- 1.1 Approve 3/14 & 3/21 Governing Board Minutes
- 1.2 Approve March 2023 Warrants
- 1.3 Approve RSA Donation
- 1.4 Approve Disposal of Outdated Technology Equipment
- 1.5 Approve High School Dual Enrollment Coordinator Stipend Job Description – 2nd Read
- 1.6 Approve 2023/24 SUHSD Technology & Cloud Management Agreements
- 1.7 Approve K-12 Personnel Calendars
 - 1.7.1 2023/24 Attendance Calendar
 - 1.7.2 2023/24 Business/Payroll Calendar
 - 1.7.3 2023/24 K-8 Certificated Calendar
 - 1.7.4 2023/24 Executive Director Calendar
 - 1.7.5 2023/24 Facilities/IT Tech Calendar
 - 1.7.6 2023/24 Facilities (Part-Time) Calendar
 - 1.7.7 2023/24 Facilities (Weekend) Calendar
 - 1.7.8 2023/24 Mandarin Classified Calendar
 - 1.7.9 2023/24 Paraprofessional (Full-Time) Calendar

- 1.7.10 2023/24 Paraprofessional/Elective (Part-Time) Calendar
- 1.7.11 2023/24 Principal Calendar
- 1.7.12 2023/24 Receptionist/Health Clerk Calendar
- 1.7.13 2023/24 School Secretary Calendar
- 1.7.14 2023/24 School Registrar Calendar
- 1.7.15 2023/24 Vice Principal Calendar

- 1.7.16 2023/24 Special Education/MTSS Administrative Assistant Calendar
- 1.7.17 2023/24 Special Education/MTSS Counselor/Nurse/Speech & Lang Path/Psychologist/Ed Specialist
- 1.7.18 2023/24 Special Education/MTSS Director Calendar

- 1.7.19 2023/24 High School Certificated Calendar
- 1.7.20 2023/24 High School Counselor

REGULAR 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.

Discussion/Action Agenda

Financial Reporting

- 2.1 Discussion/Action: Umpqua Bank FSA Account Closure Effective 6/30/2023 (5 Min)
- 2.2 Discussion/Action: Acknowledgement of Theater Boost Club under FPAE (5 Min)
- 2.3 Discussion/Action: RSA/Key Charter Advisors, LLC Service Agreement Termination (5 Min)

General Reporting

- 2.4 Discussion: High School Building Committee Update (10 Min)
- 2.5 Discussion: 2023/24 RSA/Columbia MOU – 1st Read (10 Min)
- 2.6 Discussion: Review Governing Board Application (10 Min)

Policy Review & Amendments

- 2.7 Discussion/Action: Injury & Illness Prevention Plan – Amended (10 Min)
- 2.8 Discussion/Action: Curriculum Development & Modification Policy – Amended (10 Min)
- 2.9 Discussion/Action: Board Duties & Responsibilities: Delegation of Power – Amended (10 Min)

Personnel Reporting

- 2.10 Discussion/Action: Personnel Updates (5 Min)

New Hires:

- o Ali Hijazi – 3/16/2023 Custodian
- o Shelley Tan – 2023/24 SpEd/MTSS Director

Meeting Adjournment:

Next Regular Meeting:

Date: Tuesday, May 9, 2023
 Time: 5:45 p.m.
 Location: Redding School of the Arts/Science Room 21
 955 Inspiration Place
 Redding, CA 96003

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Main Office at 530-247-6933 for assistance. Notification at least 48 hours before the meeting will enable the school to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Item 1.1 – 3/14 & 3/21 Governing Board Minutes

PREPARER: Adel Morfin

RECOMMENDATION: Motion to Approve Minutes.

BACKGROUND:

See Attached Minutes

REFERENCE:



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

Tuesday, March 14, 2023

Open Session: 5:45 p.m.

Meeting called to order by Presiding Officer Jean Hatch at 5:45 p.m.

Roll Call/Establish Quorum:

Jean Hatch, President	<u>X</u>
Jonathan Sheldon, Vice President	<u>X</u>
Lisa Stewart, Treasurer	<u>X</u>
Tiffany Blasingame, Secretary	<u>X</u>
Daria O'Brien, Community Member	<u>X</u>
Antonio Cota, Community Member	<u>AB</u>

Additional Non-Voting Participants

Lane Carlson, Executive Director	<u>X</u>
Wendy Sanders, Special Ed Director	<u>X</u>
Carol Wahl, Principal	<u>X</u>
Sophia Zaniroli, Vice Principal/Teacher	<u>X</u>
Robyn Stamm, Business Serv Provider	<u>X</u>
Rebecca Lahey, Staff Liaison	<u>X</u>

Board Recorder: Adel Morfin

Onsite Guests: Margaret Johnson, David Skinner, and Jordan Valenzuela

DIRECTORS REPORT:

- Lane Carlson:

Reported that Admin had finished conducting interviews for a High School Social Studies teacher next year.

Lane attended and helped judge the Lions Club Speech Contest on 3/4/23. He believes this would be a good experience for RSA and plans to open up the opportunity for interested high school students to participate. He also plans to be a guest judge for Shasta College's upcoming speech competition as well.

Lane attended Simpson's Advisory Board Meeting on 3/8/23. The purpose of the meeting was to provide community input for Simpson University's Teacher Credential, Administrative Credential, and Master of Arts degrees programs. Lane reported on the new internship program, upcoming paraprofessionals training in Aug, and new Special Education Credentialing program coming Fall of 2024.

3/9/2023 Lane attended an admin training in Woodland for World Math Collaborative Grant through SCOE. RSA will be working with Chrysalis Charter School on a focused lesson study that will ultimately help improve student achievement.

Lane reported meeting with elective staff yesterday to discuss planning goals for next school year. Some of the areas to focus on include elective class schedules for younger grades, grade spans, and planning for intentional growth using arts standards. Lane also met with elective staff for input on the Arts, Music & Instructional Materials Discretionary Block Grant expenditure plan.

Lane reported Mike Mangas, of KRCR-TV, will be onsite tomorrow as Principal for the Day. SCOE's Principal for a Day Program exists to give community leaders' perspective into the daily life of a school administrator and witness the many opportunities for students in Shasta County.

PRINCIPAL REPORT:

- Carol Wahl:

Reported RSA's Open House and Celebration of the Arts on 3/8 was well attended and organized.

Teachers completed NWEA testing last month and are now working on report cards.

Annual intent to return communication has gone out and information is being collected in preparation for next school year.

The 7th graders will be attending Hairspray the Musical on Thursday in Sacramento. The 6th and 8th grade students will be attending their annual school camps next week.

VICE PRINCIPAL REPORT:

- **Sophia Zaniroli:**
Nothing to report at this time

STAFF LIAISON REPORT:

- **Rebecca Lahey:**
Reported Mrs. Thomas's middle schoolers celebrated National Pi Day: 3.14. Mrs. Thomas rewarded one student winner, per class period, who could recall the most numbers for Pi to throw a pie in her face.
Rebecca reported the primary grades have been busy rehearsing for the upcoming Frog & Toad performance. The performance will be held Thursday at 6:00 p.m.

GOVERNING BOARD REPORT:

- **Jean Hatch:** Reported attending Open House last week and having enjoyed the student performances.
- **Tiffany Blasingame:** Updated the board on the Executive Director Evaluation Committee progress. She reported the committee has sent out the Executive Director Survey Form to all staff. The survey will be open from 3/14 – 3/22 to allow staff to provide feedback. The committee plans to meet on 4/3 to consolidate all the data received in preparation for the May board meeting.
- **Jonathan Sheldon:** Nothing to report at this time
- **Lisa Stewart:** Nothing to report at this time
- **Daria O'Brien:** Nothing to report at this time

GOVERNING BOARD CORRESPONDENCE:

- No correspondence at this time.

PUBLIC FORUM:

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- No Comments

CONSENT AGENDA:

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It is understood that the 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.

- 1.1 Approve 2/14/2023 Governing Board Minutes
- 1.2 Approve February 2023 Warrants
- 1.3 Approve Art Education Month Resolution – March 2023
- 1.4 Approve Attendance Clerk Job Description – 2nd Read
- 1.5 Approve Attendance Clerk Calendar – 2nd Read
- 1.6 Approve 2023/24 Elementary & High School Instructional Calendars – 2nd Read
- 1.7 Approve Amended 2022/23 Classified Salary Schedule Effective 7/1/2022

Daria O'Brien moved to approve items on the consent agenda as listed, seconded by Jonathan Sheldon. Vote 5 Ayes: 0 Nays.

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

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- No Comments

DISCUSSION/ACTION AGENDA:**2.1 Discussion: Finance Committee Meeting Update**

Lisa Stewart reported the Finance Committee met on 2/27 & 3/6 to review the 2nd Interim Budget, budget assumption, revenue, ADA, and MYP She stated the budget looks favorable in part due to restricted funds.

She stated the committee recommends the board review K-12 certificated salaries as part of future planning needs in order to stay competitive as we work to expand the high school.

The Finance Committee reviewed all the financial reports and recommended the board adopt the 2nd Interim Budget and MYP.

2.2 Discussion/Action: 2022/23 Second Interim Budget & MYP

Robyn Stamm reviewed the budget comparison of revenues and expenditures between 1st interim and 2nd interim.

She reported revenues are higher and expenditures are less when compared to 1st interim.

She reported RSA had a total net increase in fund balance of \$515K at 2nd interim due to restricted funds and \$326K reported decrease in unrestricted funds. The reported decrease was related to \$840K in reserved PPP funds for the high school, of which RSA spent \$770K last year. Some related unforeseen services/operating expenses also include the portables, engineering costs, increased legal fees, and utilities.

Robyn reviewed budget variances related to revenues. She reported additional \$39K in LCFF revenue due to higher unduplicated count, UPK funding, and local grant funds.

She reviewed expenditure variances reporting a slight increase in salaries and services/operating expenses. However, employee benefits and supplies are down.

Tiffany Blasingame pointed out a couple discrepancies related to Enrollment & ADA Assumptions & funded LCFF ADA on the MYP spreadsheet. Robyn made note of the discrepancy and will correct the report before submitting it to the County.

Tiffany moved to approve 2022/23 Second Interim Budget & MYP as presented with said changes, seconded by Daria O'Brien. Vote 5 Ayes: 0 Nays.

2.3 Discussion/Action: Arts, Music & Instructional Materials Discretionary Block Grant

Lane Carlson reviewed the expenditure plan for the Arts, Music & Instructional Materials Discretionary Block Grant. He stated RSA is slated to receive approximately \$343K in funding over a five year period, but noted the governor may still reduce funding by 30%. The expenditure plan is a living document and subject to change based on school needs.

Lane mentioned he met with school staff, including elective staff, to get some input on possible needs. He reviewed the list of planned activities and corresponding budget with the board. Tiffany Blasingame suggested allocating some funds towards Mandarin curriculum. Lane made note of it and will add it to the plan.

Jonathan Sheldon moved to approve the Arts, Music & Instructional Materials Discretionary Block Grant, seconded by Lisa Stewart. Vote 5 Ayes: 0 Nays.

2.4 Discussion/Action: Nichols, Melburg & Rosetto Architects (NMR) High School Design Service Contract**2.4.1.1 Approve Resolution No. 2022-23-02 for Representation & Authorization of Executive Director in Design Process of New High School Campus/Classrooms**

The agenda item was tabled for future discussion. No action was taken by the board.

2.5 Discussion/Action: 2023/24 General Extra Duty Stipend Salary Schedule

Lane Carlson introduced a new a \$5,000 High School Dual Enrollment Coordinator Stipend to the General Extra Duty Stipend Salary Schedule, effective 7/1/2023. He reported having interviewed a qualified candidate to fill the 2023/24 High School Social Studies Teacher next year. The candidate comes with lots of experience and understands the dual enrollment process and logistics, as well as all the job responsibilities that come with being a High School Dual Enrollment Coordinator.

Lane reported having used other stipends as a guide and considered the amount of work involved to determine the annual stipend amount.

Tiffany Blasingame moved to approve the 2023/24 General Extra Duty Stipend Salary Schedule as presented, seconded by Daria O'Brien. Vote 5 Ayes: 0 Nays.

2.6 Discussion/Action: Directions to the Finance Committee for 2023/24 Annual Budget Development

Lane Carlson reviewed the proposed directions to the Finance Committee with the board. The finance committee will use the information to draft the annual budget which will be presented to the board for final adoption in June.

Tiffany Blasingame stated having read some new legislation that may impact how ADA is funded. Robyn Stamm said she would look into it.

Wendy Sanders asked the board to review certificated special education salaries for competitiveness.

Daria O'Brien moved to approve the Directions to the Finance Committee for 2023/24 Annual Budget Development, seconded by Jonathan Sheldon. Vote 5 Ayes: 0 Nays.

2.7 Discussion/Action: Injury & Illness Prevention Plan - Amended

The agenda item was tabled until next month, pending further review of 3/14 guidelines from the state.

No action was taken by the board.

2.8 Discussion: High School Dual Enrollment Coordinator Stipend Job Description – 1st Read

Lane Carlson reviewed the High School Dual Enrollment Coordinator Stipend Job Description draft with the board. A final draft will be provided to the board next month for approval.

2.9 Discussion/Action: Personnel Updates

New Hires:

- **Priscilla Cortez – 2/16/2023 Lunch/Recess Paraprofessional**
- **Sean Stack – 2/17/2023 SpEd Paraprofessional**
- **Madison Koerperich – 2023/24 High School Social Studies Teacher**

Employment Correction

- **Julie York – 2/1/2023 Paraprofessional (Substitute)**

Release from Employment:

- **Elijah Brown – 2/17/2023 Custodian**

Lane Carlson reviewed the list of personnel with the board. He reported on the employment correction related to Julie York. She was misclassified as a permanent employee last month, but after further clarification RSA found that she should have been classified as a substitute employee instead due to PERS regulations.

Lisa Stewart moved to approve the personnel updates as listed, seconded by Tiffany Blasingame. Vote 5 Ayes: 0 Nays.

Final Meeting Comments:

The board discussed the potential for a Special Meeting on 3/21/2023 to review the Nichols, Melburg & Rosetto Architects (NMR) High School Design Service Contract.

ADJOURNMENT:

Meeting adjourned at 6:48 p.m.

NEXT SPECIAL MEETING:

Date: Tuesday, March 21, 2023
Time: 12:00 p.m.
Location: Redding School of the Arts/ Room 35
955 Inspiration Place
Redding, CA 96003

NEXT REGULAR MEETING:

Date: Tuesday, April 4, 2023
Time: 5:45 p.m.
Location: Redding School of the Arts/Community Room
955 Inspiration Place
Redding, CA 96003

Governing Board Minutes Respectfully Submitted,

Tiffany Blasingame
RSA Governing Board Secretary

Board Approval Date

Un-Adopted Draft



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

Tuesday, March 21, 2023

Open Session: 12:00 p.m.

Meeting called to order by Presiding Officer Jean Hatch at 12:06 p.m.

Roll Call/Establish Quorum:

Jean Hatch, President	<u>X</u>
Jonathan Sheldon, Vice President	<u>X</u>
Lisa Stewart, Treasurer	<u>AB</u>
Tiffany Blasingame, Secretary	<u>X</u>
Daria O'Brien, Community Member	<u>X</u>
Antonio Cota, Community Member	<u>AB</u>

Additional Non-Voting Participants

Lane Carlson, Executive Director	<u>X</u>
Wendy Sanders, Special Ed Director	<u>X</u>
Carol Wahl, Principal	<u>X @ 12:10 PM</u>
Sophia Zaniroli, Vice Principal/Teacher	<u>X</u>
Robyn Stamm, Business Serv Provider	<u>AB</u>
Rebecca Lahey, Staff Liaison	<u>AB</u>

Board Recorder: Adel Morfin

Onsite Guests: Margaret Johnson

PUBLIC FORUM:

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- No Comments

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- No Comments

DISCUSSION/ACTION AGENDA:

2.1 Discussion/Action: Nichols, Melburg & Rosetto Architects (NMR) High School Design Service Contract

2.1.1 Approve Resolution No. 2022-23-02 for Representation & Authorization of Executive Director in Design Process of New High School Campus/Classrooms

The board met to review and discuss the High School Design Service Contract proposal from Nichols, Melburg & Rosetto Architects. Lane Carlson went over the pricing structure, based on DSA pre-approved Affordable Permanent Building Program (APBP) design, and provided the board with an example of an APBP structure from another local organization for comparison.

He noted the contract proposal had been reviewed by RSA legal counsel and members of the Building Committee, including Scott Wahl, Community Member, Retired County Civil Engineer, with no additional proposed changes.

Jonathan Sheldon moved to approve Nichols, Melburg & Rosetto Architects (NMR) High School Design Service Contract as written, seconded by Daria O'Brien. Vote 4 Ayes: 0 Nays.

Resolution No. 2022-23-02 for Representation & Authorization of Executive Director in Design Process of New High School Campus/Classrooms was presented for board approval. The resolution is intended to authorize Lane Carlson to represent and approve additional services related to the high school design contract up to \$10K.

Tiffany Blasingame inquired if the authorization to approve up to \$10K in additional services was related to "total" cost or if it was per occurrence. Lane clarified the authorization was related to the overall total of all additional services. Tiffany suggested revising the resolution to include "up to \$10K total" for language clarification purposes.

Tiffany Blasingame moved to approve Resolution No. 2022-23-02 for Representation & Authorization of Executive Director in Design Process of New High School Campus/Classrooms, with revised language as noted, seconded by Jonathan Sheldon. Vote 4 Ayes: 0 Nays.

ADJOURNMENT:

Meeting adjourned at 12:20 p.m.

NEXT REGULAR MEETING:

Date: Tuesday, April 4, 2023
Time: 5:45 p.m.
Location: Redding School of the Arts/Community Room
955 Inspiration Place
Redding, CA 96003

Governing Board Minutes Respectfully Submitted,

Tiffany Blasingame
RSA Governing Board Secretary

Board Approval Date

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.2 – March 2023 Warrants

PREPARER: Adel Morfin

RECOMMENDATION: Motion to Approve Warrants

BACKGROUND:

REFERENCE:

See Attached Warrant Summary Report (ReqPay12C)

Checks Dated 03/01/2023 through 03/31/2023

Board Meeting Date April 4, 2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010951753	03/02/2023	Amazon, Inc	62-4310	Adj Desk Riser	116.78	
				Digital Wall Clock for Lower Cafe	122.25	
			62-4320	Phonics Box Sets	64.30	
				Credit: Pens Refills	7.50-	
				Pens	76.67	372.50
9010951754	03/02/2023	AT&T Payment Center 530-223-1951 397 4	62-5910	2/17 - 3/16 Emergency Telephone Lines		4,837.87
9010951755	03/02/2023	BURKETT, THOMAS	62-4310	Frog&Toad Crewneck Sweatshirt for Concert	56.82	
				Piano Keyboard Note Labels	10.71	
				Rhythm Scarves	10.67	
				Soft Yarn Mallet	44.81	123.01
9010951756	03/02/2023	City of Redding Utilities Acct 0206257-8	62-5516	Feb 2023 Electricity/Sewer Utilities	10,979.48	
			62-5518	Feb 2023 Electricity/Sewer Utilities	924.64	11,904.12
9010951757	03/02/2023	Imagine Learning LLC Dept 2195	62-5801	9th-12th High Sch Math, ELA, Science License		6,360.00
9010951758	03/02/2023	Jaimie Mills	62-4310	Big Skills Activity Book	21.42	
				Color Books, Stickers, Math Workbook	165.97	
				Composition Books, Spectrum Writing Workbook,	177.95	
				Post-it Page Markers	30.81	396.15
9010951759	03/02/2023	National Art Education Associa Member Services	62-5200	2023 NAEA National Convention Reg		347.00
9010951760	03/02/2023	ODP Business Solutions, LLC	62-4310	Classroom Supplies	115.77	
				Packing Tape w/ Dispensers	16.96	132.73
9010951761	03/02/2023	Prime Foundations Kaitlin Hutchins	62-5880	Feb 2023 Horseback Riding Lessons		360.00
9010951762	03/02/2023	Rachel Dressel	62-4310	Cooking Elective Groceries		89.79
9010951763	03/02/2023	Rainbow Resource Center	62-4100	Pre-Reading Student Material Packet	47.13	
			62-4310	Spectrum Math/Science 6th-7th - K. Chang	40.75	87.88
9010951764	03/02/2023	Redding Music School	62-5880	Feb 2023 Guitar Lessons & Admin Fee		70.00
9010951765	03/02/2023	Riverside Insights	62-4510	SPED ASSESSMENTS Booklets		304.97
9010951766	03/02/2023	Shasta Builders Exchange	62-5200	deBree CPR/First Aid Training Reg		50.00
9010951767	03/02/2023	Shasta Union High School Dist Business Services	62-5940	Mar 2023 Managed Cloud Services	535.00	
				Mar 2023 Management & Tech Support	7,975.00	8,510.00
9010951768	03/02/2023	U.S. Bank	62-4100	Amazon Audible: A Long Way Home	13.55	
				Amazon Audible: I Know Why Cage Bird	16.72	
			62-4310	BestBuy - Soundbar for Choir Elective	124.25	
			62-4330	Costco - Dessert for Board Mtg	15.99	
				Fresh Fire - Board Mtg Dinner	136.25	
			62-4350	BestBuy - Type C Flash Drive	25.88	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 03/01/2023 through 03/31/2023

Board Meeting Date April 4, 2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010951768	03/02/2023	U.S. Bank	62-4400	Mac Mini for HS Drama	1,632.32	
			62-4510	ArtFox Solar Stage Lights	1,431.75	
				B&H Photo - DMX Adapter Cables for Theater Lighting	51.39	
			62-4515	Ace Hardware - Nylon Brushes for Bath Fans	4.92	
				Home Depot - Toliet Silicone & Mop Head Repair	25.48	
				Home Depot - Wet/Dry Vac Nozzle & Laund Deterg	26.75	
			62-4540	Ace Hardware - Hardware for Zipline Repair	24.41	
				Aqua Pure Filters - Repl Filters for Drinking Fountain	127.25	
				Home Depot - Barb Splicer for Drink Fountain Repair	5.01	
				Home Depot - Drywall Anchor Screws	18.95	
				Home Depot - Repl Door Shoe Sweep	16.01	
				Home Depot - Repl Faucet Kitchen & Breakroom	137.28	
				Home Depot - Repl Outlets in Lower Caf?	64.31	
				Home Depot - Sup Line for Breakroom Faucet	15.62	
				Home Depot - Surface Bolt for Port 3 Music Cab	7.27	
				Home Depot - Utility Gloves & Insect Killer	33.72	
				Lowe's - Shelf Brkt for Portable 3	6.41	
				Lowes - Fridge Temp Gauge	11.25	
				Lowes - Portables HVAC Insulation	10.47	
				Mid South Equipment - Repl Tires for Scissor Lift	334.88	
				NV Distb - Power Supp for 100K Inverter	166.49	
				Sustainable Solutions - Rubber Seal for Toliet Rep	85.76	
			62-5200	Chartr Sch Complnc for Indep Study - Dunaj	199.00	
				Chartr Sch Complnc for Indep Study - Wahl	199.00	
				DoubleTree - AeriesCon 2023 - Hazeleur	204.06	
				DoubleTree - AeriesCon 2023 - Spaschak	204.06	
			62-5801	GoDaddy- SSL Certificate for Website	499.98	
				NoteBurner - Audiobook Converter Software	129.90	

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ESCAPE ONLINE

Page 2 of 9

Checks Dated 03/01/2023 through 03/31/2023

Board Meeting Date April 4, 2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010951768	03/02/2023	U.S. Bank	62-5801	Pearson - Basic Behav Assesment Report	87.50	
				SpEd Zoom - Standard Pro Monthly Credit	21.28-	
			62-5830	City of Redding - HS Planning Docs	58.25	
			62-5930	UPS Store - Return Postage for P7823-00357	43.10	
				Unpaid Sales Tax	108.06-	6,065.85
9010952376	03/07/2023	Whitecastle Tours, Inc.	62-5836	Class of 2023 Camp Sea		8,240.41
				LabTransportation 3/21 - 3/24		
9010952628	03/09/2023	ACCU-Print	62-5870	Feb 2023 Fingerprint Rolling Service Fee		18.00
9010952629	03/09/2023	Amazon, Inc	62-4100	9th Gr English ELA - Macbeth (Folger Shakespeare)	187.50	
				9th Gr English ELA - Macbeth (No Fear Shakespeare)	6.96	
			62-4310	Classroom Supplies	61.50	
				Electronics Tool Repair Kit	12.54	
				IPEVO Document Cameras	498.20	
			62-4510	BP Monitor & Pulse Oximeter	95.34	
				DYMO LabelWriter 550 Turbo Raptor Label Printer	489.06	
				Nurse/First-Aid Supplies	80.98	1,432.08
9010952630	03/09/2023	City of Redding Utilities Acct 0210456-0	62-5517	Feb 2023 Garbage Utility Services		721.51
9010952631	03/09/2023	Deborah L. Salyers	62-5880	Feb 2023 Draw & Paint Lessons		60.00
9010952632	03/09/2023	DEBREE, GAVIN M	62-5211	Feb 2023 Mileage		55.61
9010952633	03/09/2023	DISKIN, CAROLYN P	62-5200	3/14 Solution Tree Wrkshp Meal & Mileage Per Diem		488.88
9010952634	03/09/2023	Dreamweaver Dance Theatre	62-5880	Feb 2023 Ballet Lessons		100.00
9010952635	03/09/2023	Gopher Sports	62-4310	FACT Basketball Supplies		100.59
9010952636	03/09/2023	iGym, Inc	62-5880	Feb 2023 Gymnastics Lessons		35.00
9010952637	03/09/2023	Kyla Shepherd	62-4310	3 Month Kiwi & Tinker Crate Subscriptions		128.38
9010952638	03/09/2023	Mendes Supply Company	62-4515	Hand Soap	292.00	
				Mircofiber Mop Heads	171.02	463.02
9010952639	03/09/2023	Mission Linen & Uniform Serv	62-5530	3/2 Logo Mat Laundry Service		165.45
9010952640	03/09/2023	MORFIN, AUDELIA	62-5211	Feb 2023 Mileage		61.90
9010952641	03/09/2023	NCS Pearson Inc	62-5801	SPED Assessments		220.52
9010952642	03/09/2023	NorCal Elite Gymnastics	62-5880	Feb 2023 Gymnastics Lessons		234.00
9010952643	03/09/2023	North State Parent Magazine	62-5840	Advertisement		275.00
9010952644	03/09/2023	ODP Business Solutions, LLC	62-4310	Butcher Paper Rolls (Flame-retardant)	349.80	
				Markers & Paper Clips	7.41	

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Checks Dated 03/01/2023 through 03/31/2023

Board Meeting Date April 4, 2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010952644	03/09/2023	ODP Business Solutions, LLC	62-4310	Return: Blue Butcher Paper Rolls (Flame-retardant)	115.44-	
				Tissue Paper	7.79	
			62-4510	HP Toner	226.09	475.65
9010952645	03/09/2023	One Mind Jiu Jitsu	62-5880	Feb 2023 Jiu-Jitsu Lessons		80.00
9010952646	03/09/2023	Pace Supply Corp	62-4540	Replacement Filter for Ice Machine		72.01
9010952647	03/09/2023	Rachel Dressel	62-4310	Cooking Elective Groceries		193.14
9010952648	03/09/2023	Snow Mountain Natural Spring Water, Inc.	62-4510	Water Disp Rental for Science Portable 1		12.00
9010952649	03/09/2023	United States Treasury Employer ID 75-3088185	Cancelled	6/30/2022 Form 941 Adjustment		812.66 *
		Cancelled on 03/29/2023, Cancel Register # AP03302023-A				
9010952650	03/09/2023	US OMNI & TSACG Compliance Ser	62-5860	Feb 2023 TSA Admin Compliance Services		15.00
9010952651	03/09/2023	WANG, YIXING	62-4310	Donut Party for Math Class	27.75	
				Paper Plates for Class Proj	20.37	48.12
9010952652	03/09/2023	Young, Minney & Corr LLP	62-5810	Feb 2023 Legal Fees		585.00
9010953429	03/16/2023	Amazon, Inc	62-4310	Classroom Area Rug	70.77	
				Library Books (List 1)	269.47	
				Library Books (List 2)	336.89	
				Library Books - Princesses vs. Dinosaurs	16.31	
				Mini Clothes Pins & Magnetic Hooks	52.61	
				Return: Classroom Area Rug	70.77-	
				Return: Eersida Wristbands	11.79-	
				Return: Magnetic Hooks	15.00-	648.49
9010953430	03/16/2023	Angela Allebach	62-4310	Feb 2023 Doodle & Yummy Crate		34.22
				Subscriptions		
9010953431	03/16/2023	California Dance Company	62-5880	Feb 2023 Aerial Skills Lessons	60.00	
				Feb 2023 Ballet Lessons	122.00	
				Feb 2023 Tumbling & Hip Hop Dance Lessons	122.00	304.00
9010953432	03/16/2023	California Safety Company, Inc	62-5630	Mar 23 Alarm Monitoring Fees		200.00
9010953433	03/16/2023	Canon Financial Services, Inc.	62-5620	Apr 2023 SPED Copier Lease & Maint Serv		488.20
9010953434	03/16/2023	CARCAMO, ELSA G	62-5211	Feb 2023 Nurse Mileage		45.06
9010953435	03/16/2023	Charter Communications	62-5910	Mar 2023 Telephone Service		2,304.91
9010953436	03/16/2023	Department of Justice Account Office/Cashiering Unit	62-5870	Feb 2023 Livescan Fingerprinting Apps		32.00
9010953437	03/16/2023	DUNAJ, LAURA	62-5211	3/3 Fall River Mileage - Waya		87.64
9010953438	03/16/2023	Gateway Medical Services, Inc	62-5800	Jan 2023 Employment Physicals & TB		350.00
9010953439	03/16/2023	Jesse Ajamian	62-5880	Feb 2023 Piano Lessons		90.00
9010953440	03/16/2023	Mendes Supply Company	62-4400	Squeegee Wet Vac	1,849.43	
			62-4515	Bath Tissue & Paper Towels	1,717.25	3,566.68

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Checks Dated 03/01/2023 through 03/31/2023

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Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010953441	03/16/2023	Mountain Valley Special Ed JPA Business Department	62-5100	Feb 2023 SpEd Services		398.12
9010953442	03/16/2023	NCS Pearson Inc	62-5801	Feb 2023 Digital Pysch Assessments	54.00	
				Jan 2023 Digital Pysch Assessments	36.00	90.00
9010953443	03/16/2023	Ninja Coalition HQ, Inc.	62-5880	Feb 2023 Ninja Training Lessons		198.00
9010953444	03/16/2023	ODP Business Solutions, LLC	62-4320	Front Office Supplies	66.40	
			62-4510	MTSS SPED OFFICE SUPPLIES	284.38	350.78
9010953445	03/16/2023	Perma - Bound Books	62-4310	Library Books		67.83
9010953446	03/16/2023	Rachel Dressel	62-4310	3/7 Cooking Elective Groceries		102.46
9010953447	03/16/2023	Ray Morgan Company LLC	62-5620	MTSS - SPED Copier Lease/Usage 12/22 - 2/28		280.24
9010953448	03/16/2023	Redding Performing Arts Center Kenneth B. Baumann	62-5880	Nov - May Piano Lessons	180.00	
				Nov - May Violin & Theater Lessons	100.00	
				Sep - May Theater & Dance Lessons	210.00	490.00
9010953449	03/16/2023	SCHACK, MARILYN	62-4310	3/9/23 - 3/9/24 Book Creator Subscription		120.00
9010953450	03/16/2023	SPINA, CAITLYN	62-5211	Feb 2023 MILEAGE		243.01
9010953451	03/16/2023	The Pitney Bowes Bank Inc. Purchase Power	62-5930	2/13 Postage Refill		500.00
9010953452	03/16/2023	THOMAS, VANESSA A	62-4310	Snacks, Cups/Plates for Class Party		141.73
9010953453	03/16/2023	Voyager Sopris Learning	62-4310	Step Up To Writing 4th Edition Classroom Set - Bielecki		582.73
9010954256	03/23/2023	Aeries Software, Inc.	62-5200	3/8 AeriesCon Spring 2023 - Additional Day		150.00
9010954257	03/23/2023	Amazon, Inc	62-4100	Mandarin Companion Graded Readers for Middle Sch	1,148.40	
				Spelling 2008 Teacher Edition Grade 6	37.39	
			62-4310	6th-8thTheme Day Supplies	126.59	
				Chicks & Salsa and Weird Blue Chicken	39.42	
				Laminating Film	382.31	
				Umbrellas for Traffic/Yard Duty	98.64	
			62-4320	Monitor Privacy Screen	28.05	
				Printer Drum for Front Office	104.99	
				Whiteboard & Supplies for Master Schedule	96.46	2,062.25
9010954258	03/23/2023	Amberly & Chad Stauffer	62-4310	Art Supplies		47.73
9010954259	03/23/2023	Batteries Plus Bulbs	62-4350	AA Batteries		67.95
9010954260	03/23/2023	Blick Art Materials LLC	62-4310	General Art Supplies		1,660.21
9010954261	03/23/2023	HAZELEUR, CLAUDIA	62-5200	3/8 Meal Per Diem & Parking Reimb		56.00
9010954262	03/23/2023	Jennifer/Jason Webb	62-4310	Art Box Kits & Supplies	280.47	
				Book Organizer	32.15	
				Composition Book	3.21	
				Grammer Work Books	64.06	

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Checks Dated 03/01/2023 through 03/31/2023

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Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010954262	03/23/2023	Jennifer/Jason Webb	62-4310	Misc Class Supplies	30.01	
				Rubber Bands	10.65	
				School Supplies	35.52	
				Science Lab Kits	231.33	
				Stapler	17.15	704.55
9010954263	03/23/2023	LYNAM, MELINDA	62-4310	Dry Erase Markers	19.29	
				Scratch 'N Sniff Stickers	22.78	42.07
9010954264	03/23/2023	Mendes Supply Company	62-4515	Cable & Witch for Floor Scrubber		167.81
9010954265	03/23/2023	Mission Linen & Uniform Serv	62-5530	3/16 Logo Mat Laundry Service		165.45
9010954266	03/23/2023	NICHOLS, ELEANOR J	62-4310	Donuts for NWEA Testing Rewards		55.00
9010954267	03/23/2023	Nicole Holland	62-4310	BexGrears DIY Electric Guitar Kit	128.69	
				School Supplies	130.94	
				Stain & Polishing Rags for Guitar Kit	16.90	276.53
9010954268	03/23/2023	ODP Business Solutions, LLC	62-4310	3rd-5th Theme Day - Poster Board	9.52	
				Classroom Supplies	126.97	
				Construction Paper/Dot Roller	9.50	145.99
9010954269	03/23/2023	Rachel Dressel	62-4310	3/14 Costco - Cooking Elective Groceries	87.14	
				3/20 Costco - Cooking Elective Groceries	68.29	
				3/20 US Chef Store - Cooking Elective Groceries	27.60	183.03
9010954270	03/23/2023	SCOTT, DONNA G	62-4310	Magnets for Character Counts Display		15.43
9010954271	03/23/2023	Shasta - Trinity Schools Insurance Group - Dental	62-9551	Apr 2023 Dental Preimiums		6,156.08
9010954272	03/23/2023	Shasta - Trinity Schools Insurance Group - Vision	62-9552	Apr 2023 Vision Preimiums		1,260.00
9010954273	03/23/2023	Shasta -Trinity Schools Insurance Group - Medical	62-9550	Apr 2023 Medical Preimiums		50,748.00
9010954274	03/23/2023	Shasta County Office of Ed Attn: Business Office	62-5801	2022/23 SARB Support Services		926.98
9010954275	03/23/2023	SPASCHAK, SARAH	62-5200	3/8 Meal Per Diem & Baggage/Bed Reimb		134.00
9010954276	03/23/2023	Teacher Synergy, LLC	62-4310	Teachers Pay Teachers Gift Card		202.99
9010954277	03/23/2023	WYLIE, BYRON K	62-4310	Binders	16.29	
				Drill & Screws for Instrument Repair	50.72	
				Instrument Repair	35.30	
				Screws for Instrument Repair	8.02	
				Smooth-On Dry Trial Set for Mallets	73.71	184.04
9010955233	03/30/2023	Amazon, Inc	62-4310	3rd-5thTheme Day Supplies	70.43	
				Erasers & Stickers	34.29	
				Library Books	199.02	
				Pocket Organizer for Student Cell Phones	47.14	
				Pom Poms for Acro-Swing Class	94.32	
				Replace Chromebk Screens	151.90	

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Checks Dated 03/01/2023 through 03/31/2023

Board Meeting Date April 4, 2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010955233	03/30/2023	Amazon, Inc	62-4310	Return Chromebk Screens	151.90-	
				SENSORY ITEMS	35.66	
			62-4350	Vehicle Pull Up Signs & Portable Poles	349.60	830.46
9010955234	03/30/2023	Azahra & Kavith Rupasinghe	62-4310	School Supplies		164.30
9010955235	03/30/2023	Blue Star Gas Associates	62-5515	Commercial Propane Fuel		848.39
9010955236	03/30/2023	Growing Healthy Children Therapy Services, Inc.	62-5100	Feb 2023 Occupational Services		1,617.84
9010955237	03/30/2023	HANAGAN, LIQIN D	62-5801	2023 Nearpod Subscription		159.00
9010955238	03/30/2023	Jaclyn & Mitchell Lemponen	62-4310	Worksheet Print Copies		15.57
9010955239	03/30/2023	MORFIN, AUDELIA	62-5200	CASBO Conf Meals & Mileage		480.36
9010955240	03/30/2023	NOBLE, SHERI R	62-4310	Cupcake/Cookies for Class Treats		27.95
9010955241	03/30/2023	Perma - Bound Books	62-4310	Bridges: Engin Master Library Books		19.86
9010955242	03/30/2023	PLUMMER, CASSANDRA L	62-4310	Blk Perm Markers	25.73	
				Crayons	17.78	
				Exacto Knife Blades	12.86	
				Kraft Butcher Paper Roll	13.91	
				Needle Art	3.74	
				Stroke & Coat Glazes	234.83	
				Tempera Fluorescent Paint	39.62	
				Watercolor Paper	36.18	
				Watercolor Paper, Brushes, Pencil Sharp	61.55	446.20
9010955243	03/30/2023	Rachel Dressel	62-4310	Cooking Elective Groceries		74.50
9010955244	03/30/2023	Redding Area Bus Authority	62-5806	Feb 2023 RABA Youth Bus Passes		29.00
9010955245	03/30/2023	SCOTT, DONNA G	62-4310	Colored Pencils	40.52	
				Crayloa Makers & Dry Erase Markers	54.51	
				Desktop Stapler	15.00	
				Misc Classroom Books	30.76	
				NWEA Class Incentive Treats	30.70	
				One Day in the Desert Books	58.85	230.34
9010955246	03/30/2023	ScreenCountry.Com Laptop Screen Int.	62-4310	Chromebook Replacement Screens	333.45	
				Unpaid Sales Tax	20.85-	312.60
9010955247	03/30/2023	Shasta Union High School Dist Business Services	62-5940	Apr 2023 Managed Cloud Services		535.00
9010955248	03/30/2023	SPINA, CAITLYN	62-5211	Mar 2023 MILEAGE		320.95
9010955249	03/30/2023	U.S. Bank	62-4310	FoodMaxx Gift Card for Family	250.00	
				Student Council - Costco Supplies for Fund	215.37	
				Dinner		
			62-4320	Lenovo - Replacement Laptop Battery for	159.46	
				Iskra		
			62-4330	Julios Grill - Fall River Elem Student Mtg	24.78	

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Checks Dated 03/01/2023 through 03/31/2023

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Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010955249	03/30/2023	U.S. Bank	62-4330	Olive Garden - 3/14 Board Mtg Dinner	137.35	
			62-4350	Best Buy - SD Card	66.47	
				Costco - Break Room Supplies	82.29	
				Office Depot - Certificate Paper	54.54	
			62-4515	Ace Hardware - Auger Sink Drain Cleaner	12.86	
				Ace Hardware - Wire Brushes for Cleaning	14.99	
				Johnstone Supply - Starter Relay for Ice Maker	21.74	
				US Chef Store - Sanitizer Tablets for Lowe Cafe	75.78	
			62-4540	Ace Hardware - Ice Maker Repair Supplies	66.19	
				Ace Hardware - Screws for Drink Fountain	21.97	
				Ace Hardware - Screws for Theater Floor Drain	13.21	
				Ace Hardware - Weather Stripping for HS Classroom	52.52	
				Giles Lock - Copy Keys	52.01	
				Home Depot - Ice Maker Repair Supplies	32.38	
				Home Depot - Replace Wheelbarrow Wheel	53.60	
				NV Distributing - Dim Fuse for PV Inverter	3.75	
				NV Distributing - Power Supply for PV Inverter	166.49	
				Webstaurant Store - Starter Relay for Ice Maker	37.94	
			62-5200	Hyatt Regency San Antonio NAEA Dep - Warmington	338.84	
				SouthWest NAEA San Antonio - Warmington	519.96	
			62-5300	Nat Assoc of Sch Nurses Dues - Carcamo	105.00	2,579.49
9010955250	03/30/2023	ULINE Attn: Accounts Receivable	62-4515	WypAll Pro Kitchen Dispenser Wipes for Kitchen		238.62
9010955251	03/30/2023	WARMINGTON, ERIKA A	62-5200	4/12 NAEA Conf Meals & Mileage		471.67
Total Number of Checks					108	141,636.09

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Checks Dated 03/01/2023 through 03/31/2023

Board Meeting Date April 4, 2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
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	Count	Amount
Cancel	1	812.66
Net Issue		140,823.43

Fund Summary

Fund	Description	Check Count	Expensed Amount
62	CharterSchoolsEnterprise	107	140,952.34
	Total Number of Checks	107	140,952.34
	Less Unpaid Sales Tax Liability		128.91
	Net (Check Amount)		140,823.43

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Redding School of the Arts, Inc.
California Not for Profit Corporation

Consent Agenda

SUBJECT: Agenda Item 1.3 – Approve RSA Donation

PREPARER: Lane Carlson

RECOMMENDATION: Motion to Approve RSA Donations as Listed

BACKGROUND:

RSA would like to thank the following community member for their generous donations to RSA.

- Ms. J'Anna Jacoby – \$250 Donation/Strings After School Program.

REFERENCE:

Governing Board Policies/Acceptance of Gifts

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.4 – Approve Disposal of Outdated
Technology Equipment

PREPARER: Tracy Sawyer

RECOMMENDATION: Motion to Approve

BACKGROUND:

RSA is seeking to dispose of assorted Samsung & HP Chromebooks that no longer update to the newest operating system and are no longer in use. The Chromebooks have all been deprovisioned and are no longer associated with RSA.

The items will be donated to interested RSA families & staff members before being disposed of.

- See Attached: List of Chromebooks for Disposal

REFERENCE:

Sale & Disposal of Books, Equipment, and Supplies Policy

Technology Equipment for Disposal
4/4/2023 Governing Board Meeting

Title	Serial #	Tag/ID #	Quantity	Est. Value
Samsung ChromeBook2	1K2Y9FAG302404	1047	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG302387	1048	1	\$0.00
Samsung ChromeBook 2	1K2Y9FBG300487	1049	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301448	1050	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301571	1051	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301438	1052	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301680	1053	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301115	1054	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301470	1055	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301537	1056	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301759	1057	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301758	1058	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301519	1059	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301767	1060	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301445	1061	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301487	1063	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG301451	1064	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301688	1065	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301154	1066	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301766	1067	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG301729	1068	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301507	1070	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301560	1072	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301756	1073	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301455	1074	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301527	1075	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301769	1076	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301535	1078	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301531	1079	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG400543	1080	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG302388	1082	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301523	1083	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301442	1084	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301520	1085	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301411	1086	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301402	1087	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG301687	1088	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301464	1089	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400895	1091	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400883	1092	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400829	1093	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405993	1094	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400911	1095	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG302359	1096	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400870	1097	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400957	1098	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG401084	1099	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG401083	1101	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400989	1103	1	\$0.00

Technology Equipment for Disposal
4/4/2023 Governing Board Meeting

Title	Serial #	Tag/ID #	Quantity	Est. Value
Samsung ChromeBook 2	1K2Y9FAG400918	1104	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400877	1105	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400939	1106	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400908	1107	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400994	1108	1	\$0.00
Samsung ChromeBook 2	1K2Y9FBG401897	1109	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400907	1110	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400949	1113	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405660	1114	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400916	1115	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400817	1116	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405983	1118	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400874	1119	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG406180	1120	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301497	1121	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301439	1122	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400886	1123	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400955	1124	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG407768	1125	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405959	1126	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301441	1127	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400806	1128	1	\$0.00
Samsung ChromeBook 2	1K2Y9FBG401701	1129	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400807	1130	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400884	1131	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG301500	1132	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400976	1133	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400993	1134	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG407767	1139	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405826	1140	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400857	1141	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400974	1142	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405764	1143	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400808	1144	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400922	1145	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400873	1146	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG407750	1147	1	\$0.00
Samsung ChromeBook 2	1K2Y9FBG401785	1148	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405836	1149	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400812	1150	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG406111	1152	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400880	1153	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400885	1154	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400878	1155	1	\$0.00
Samsung ChromeBook 2	1K2Y9FBG401761	1156	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405992	1157	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405465	1158	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405662	1159	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400872	1160	1	\$0.00

Technology Equipment for Disposal
4/4/2023 Governing Board Meeting

Title	Serial #	Tag/ID #	Quantity	Est. Value
Samsung ChromeBook 2	1K2Y9FBG401831	1161	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400978	1162	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405712	1163	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400930	1164	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400950	1166	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG401053	1168	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG400446	1169	1	\$0.00
Samsung ChromeBook 2	1K2Y9FBG401880	1170	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400894	1171	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400913	1172	1	\$0.00
Samsung ChromeBook 2	1K2Y9FBG401656	1173	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400948	1174	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400953	1175	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG401054	1177	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400852	1178	1	\$0.00
Samsung ChromeBook 2	1K2Y9FCG405742	1179	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG407647	1180	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400841	1181	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400979	1183	1	\$0.00
Samsung ChromeBook 2	1K2Y9FBG401703	1184	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400820	1185	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400832	1186	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400961	1187	1	\$0.00
Samsung ChromeBook XE500C13-K02US	0JDB91HH501747	1218	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400891	1245	1	\$0.00
HP Chromebook 11 G5	8CG6506JJN	1250	1	\$0.00
HP Chromebook 11 G5	8CG6506NV9	1251	1	\$0.00
HP Chromebook 11 G5	8CG6506P2F	1254	1	\$0.00
HP Chromebook 11 G5	8CG6506JPF	1255	1	\$0.00
HP Chromebook 11 G5	8CG6506F53	1256	1	\$0.00
HP Chromebook 11 G5	8CG6506C7J	1258	1	\$0.00
HP Chromebook 11 G5	8CG6506JV0	1259	1	\$0.00
HP Chromebook 11 G5	8CG6506P31	1260	1	\$0.00
HP Chromebook 11 G5	8CG6506ND0	1261	1	\$0.00
HP Chromebook 11 G5	8CG6506CBZ	1262	1	\$0.00
HP Chromebook 11 G5	8CG6506NBX	1265	1	\$0.00
HP Chromebook 11 G5	8CG6506HM5	1266	1	\$0.00
HP Chromebook 11 G5	8CG6506NZW	1267	1	\$0.00
HP Chromebook 11 G5	8CG6506NYF	1274	1	\$0.00
HP Chromebook 11 G5	8CG6506P11	1275	1	\$0.00
HP Chromebook 11 G5	8CG65038D9	1276	1	\$0.00
HP Chromebook 11 G5	8CG6506BY1	1281	1	\$0.00
HP Chromebook 11 G5	8CG6506HMQ	1284	1	\$0.00
HP Chromebook 11 G5	8CG6302GWL	1285	1	\$0.00
HP Chromebook 11 G5	8CG6506NPJ	1288	1	\$0.00
HP Chromebook 11 G5	8CG6302JXR	1289	1	\$0.00
HP Chromebook 11 G5	8CG6506P2K	1290	1	\$0.00
HP Chromebook 11 G5	8CG6506BQ1	1292	1	\$0.00
HP Chromebook 11 G5	8CG6506P3J	1293	1	\$0.00

Technology Equipment for Disposal
4/4/2023 Governing Board Meeting

Title	Serial #	Tag/ID #	Quantity	Est. Value
HP Chromebook 11 G5	8CG6506J5V	1300	1	\$0.00
HP Chromebook 11 G5	8CG6506hs7	1301	1	\$0.00
Chromebook XE500c13-KU4US	0Q9T91GJB09550	1313	1	\$0.00
Chromebook XE500c13	0Q9T91GK309421	1329	1	\$0.00
Chromebook XE500c13	0Q9T91GK310047	1368	1	\$0.00
Chromebook XE500c13	0Q9T91GK407455	1382	1	\$0.00
Chromebook XE500c13	0Q9T91GK309948	1393	1	\$0.00
Chromebook XE500c13	0Q9T91GK309893	1394	1	\$0.00
Chromebook XE500c13 8-2019	0Q9T91GM401698	1418	1	\$0.00
Chromebook XE500c13 8-2019	0Q9T91KKC01169	1448	1	\$0.00
Chromebook XE500c13 8-2019	0Q9T91GM401955	1462	1	\$0.00
Chromebook XE500c13 8-2019	0Q9T91GM401667	1469	1	\$0.00
Samsung Chrome Book 2	0GX591HG500233	1021	1	\$0.00
Samsung Chrome Book 2	0GX591HG500279	1022	1	\$0.00
Samsung Chrome Book 2	0GX591HG500317	1024	1	\$0.00
Samsung Chrome Book 2	0GX591HG500958	1025	1	\$0.00
Samsung Chrome Book 2	0GX591HG501084	1026	1	\$0.00
Samsung Chrome Book	0GX591HG501087	1027	1	\$0.00
Samsung Chrome Book	0GX591HG501077	1028	1	\$0.00
HP Chromebook 11 G5	8CG6506N5N	1249	1	\$0.00
HP Chromebook 11 G5	8CG6506J58	1291	1	\$0.00
Chromebook XE500c13	0Q9T91GK309812	1355	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG401086	1182	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG400952	1138	1	\$0.00
Samsung ChromeBook 2	1K2Y9FAG302336	1102	1	\$0.00

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.5 – High School Dual Enrollment
Coordinator Stipend Job Description – 2nd Read

PREPARER: Lane Carlson

RECOMMENDATION: Motion to Approve High School Dual Enrollment
Coordinator Stipend Job Description

BACKGROUND:

A final draft of the High School Dual Enrollment Coordinator Stipend Job Description is presented for board approval.

- See Attached: High School Dual Enrollment Coordinator Stipend Job Description

REFERENCE:
Governing Board Policies/Board Duties & Responsibilities/Staffing & Personnel

Job Responsibilities

HIGH SCHOOL DUAL ENROLLMENT COORDINATOR STIPEND

GENERAL FUNCTIONS

Under the direction of the Executive Officer, the Dual Enrollment Coordinator is responsible for coordinating RSA's Early College Dual Enrollment program and offerings with Shasta College and RSA staff and facilitating successful rollout of the program each semester.

Advisors Responsibilities

- Maintain communication with Shasta College Staff, RSA Executive Director, staff members, students and parents as needed.
- Coach new staff members in the Dual Enrollment process, including; requirements, forms, timelines, etc.
- Train or guide other staff members regarding specific information that has been gained through experience or earlier training pursuant to Dual Enrollment.
- Be a visible presence when appropriate at related school activities.
- Review and approve all correspondence with parents, students and staff which may include flyers, programs, and schedules. Post related information as needed on school website.
- Confirm that requests for orders, facilities request or other needs are correctly completed.
- Collect and organize correspondence and procedures as needed.
- Other duties as assigned.

These responsibilities may occur during or outside the employee's regular work day. The set stipend amount has no direct correlation to the amount of time the employee contributes to the project.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to walk and stand; sit; use hands and/or fingers to handle or feel; and reach with hands and arms; the employee is occasionally required to stoop, kneel, crouch or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, and peripheral vision. Specific hearing abilities are required by this job.

POSITION REQUIREMENTS

This position is offered to administrative approved high school certificated staff members who are willing to be flexible with their schedules to meet with community partners, groups of students, parents, or teachers during the week, e.g. lunch time, after school, other; who demonstrate the abilities for both physical and administrative demands; this employee will follow the responsibilities and procedures as delineated in the *RSA Staff Personnel Handbook* as well as refer to safety documents relating to required forms, training, accident reporting, etc. Responsibilities also include—but are not limited to—the following:

- Help Redding School of the Arts Early College High School achieve its mission;
- Appear and conduct themselves as a positive role model;
- Maintain a safe environment for students;
- Respond appropriately to feedback given by parents, students, and fellow staff members;
- Allocate, spend, and account for their discretionary budget;
- Work collaboratively with partners and staff;
- Communicate effectively with the parents or guardians of their students;
- Exercise discretion in discussing students with non-parental adults, including staff members.

Adopted:

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.6 – 2023/24 SUHSD Technology & Cloud Management Agreements

PREPARER: Lane Carlson

RECOMMENDATION: Motion to Approve Annual Agreements w/ SUHSD

BACKGROUND:

The Governing Board will review and approve the annual technology agreements between RSA and Shasta Union High School District for the 2023/24 school year.

- See Attached: SUHSD Technology Agreements

REFERENCE:



Board of Trustees

*Ron Zufall
Constance Pepple
Jamie Vericker
Mike Doran
Andra Hoheisel*

Superintendent

Jim Cloney

February 23, 2023

Lane Carlson
REDDING SCHOOL OF THE ARTS
955 Inspiration Place
Redding, CA.

Re: Information Technology Agreement: 2023 thru 2024

Dear Lane Carlson,

Shasta Union High School District is offering technology services to REDDING SCHOOL OF THE ARTS for the year 2023-2024; the contract is enclosed for your convenience. We look forward to providing REDDING SCHOOL OF THE ARTS with all the quality of service and professionalism the Shasta Union High School District's Information Technology Department has to offer.

If you choose Shasta Union High School District for your technology services, the network support charge to your district will be \$38280 for the 2023-2024 year and \$7447 for hosted server service.

The past year has been especially taxing on technology support with new cyber insurance requirements, 1:1 Chromebook deployment and repair, new cyber security audits, new backup upgrades and other everyday services. We are very mindful of the cost associated with this contract. We try to price our services so we can support your district the entire year for all services needed. This includes OT, special projects, and other unforeseen events.

Please review the enclosed Information Technology Agreement between REDDING SCHOOL OF THE ARTS and Shasta Union High School District, sign, and return the original as soon as possible.

If you choose not to participate or have any questions, please call Mike Vincelli at 225-8441.

Sincerely,

Mike Vincelli
Director of Information Technology

**INFORMATION TECHNOLOGY AGREEMENT
BETWEEN
THE SHASTA UNION HIGH SCHOOL DISTRICT
AND THE REDDING SCHOOL OF THE ARTS
2023- 2024 Year**

TERMS

The Shasta Union High School District (SUHSD) agrees to provide management and technology services for the REDDING SCHOOL OF THE ARTS (RSA). This Agreement shall be for a period beginning July 1, 2023, and ending June 30, 2024. Following this period, the Agreement shall be renewable if mutual written agreement allows. Either District may terminate the Agreement without cause by providing 120 days advance written notice.

COMPENSATION

The Director of Information Technology and all other employees will remain employees of the SUHSD and will be compensated per the current salary schedule.

The SUHSD will bill RSA \$38280 for the fiscal year for IT management and technology support.
The SUHSD will bill RSA \$7447 for Hosted Cloud Server services for the fiscal year.

The technology service fee includes expenses incurred by the director and his IT service staff and includes, but is not limited to, salary, salary-driven benefits, health and welfare benefits, and mileage and conference expenses.

FUNCTION OF THE SUHSD IT DEPARTMENT

The SUHSD IT department will plan, organize and coordinate with the RSA Superintendent or his/her designee to direct overall IT operations in school operations including purchasing, coordinating technology functions, and oversight of IT contracts.

Some employees of the SUHSD IT department are union employees and such are covered by union contract which includes a (15) minute break every 4 hours. These breaks may take place while a SUHSD union employee is on site. Technicians will be on site "as work dictates" the second week of June thru the last week of July each year.

The SUHSD will support/manage the following items: Note some of these services may be provided for remotely off site. Remote access must be made available to SUHSD via SCOE internet lines.

- Firewall – with changes and updates (Insurance Requirement)
- Crowd Strike Complete XDP/MDR Required by SUHSD (Insurance Requirement)
- MFA – Duo/Google (Insurance Requirement)
- Router(s) at all sites
- Switches
- Conductivity between sites.
- DHCP server(s)
- DNS server(s)
- SPF operations
- Network Scans – vulnerability scan of public IP space (Insurance Requirement)
- New construction planning (wiring, conduits, network equipment)
- Network troubleshooting
- File servers Windows
- Windows server
- Wireless Network
- Web servers Windows
- Connection to COE
- Active Directory support
- Backup software/Hardware with Immutability (Insurance Requirement)
- Server based printing systems

- Provide direction for desktop setup and configuration
- Desktop software
- Desktop management software
- Desktop Operating systems (windows 10 or newer)
- Printers
- Teaching software
- Trouble shoot PC hardware problems

SUHSD will respond to (remotely or on site) the following emergency situations within 4 business hours:

- Primary server down
- Router down
- Data line down
- Aeries down for entire school

All other incidents will be next business day.

This MOU does not include overtime work. If such work is required, work would be billed at \$85.00 per/hour.

ITEMS(s) NOT COVERED IN THIS MOU

The SUHSD will not be responsible for the following item(s):

- Installation of PC's and other equipment after summer time room cleaning.
- Misuse of the network by staff and students or others on campus.
- Curriculum software training for development of lesson plans.
- Apple computer support.
- Phone system support.
- Software Licensing
- Clock/Bell systems
- Financial software
- Technology plans
- Web Site programming
- Erate – RFP's, bids or other priority 2 items (this can be contracted as a project)

HOSTED CLOUD SERVER SERVICES

The SUHSD will provide and/or manage the following items:

- Virtual servers
- Microsoft standard server(s) licensing
- 30 working day backups Monday- Sunday with current month and 1 previous monthly backup.

PROHIBITED HOSTED CLOUD ACTIVITES

The SUHSD will not allow and the RSA will not engage in the following activities and/or use of Managed Cloud service provided by the SUHSD:

- Video streaming from cameras to SUHSD cloud services
- Resale of SUHSD Managed Cloud service storage or CPU cycles to any other entities
- Engagement in criminal activities
- Excessive Use of System Resources, You may not use any shared system provided by SUHSD in a way that unnecessarily interferes with the normal operation of the shared system, or that consumes a disproportionate share of the resources of the system. For example, we may prohibit the automated or scripted use of Mail Services if it has a negative impact on the mail system, or we may require you to repair coding abnormalities in your Cloud-hosted code if it unnecessarily conflicts with other Cloud customers' use of the Cloud. You agree that we may quarantine or delete any data stored on a shared system if the data is infected with a virus, or is otherwise corrupted, and has the potential to infect or corrupt the system or other customers' data that is stored on the same system

- Monitoring data or traffic on any network or system without the express authorization of the owner of the system or network
- Interference with service to any user of the SUHSD or other network including, without limitation, mail bombing, flooding, deliberate attempts to overload a system and broadcast attacks

Ceasing Use of SUHSD Managed Cloud Services

The SUHSD will provide the following upon written notification of ceasing use of Managed Cloud Services:

- SUHSD will provide the entire virtual server(s) on a transport medium to client, i.e. USB hard drive(s)
- As an option RSA may bring in their own server hardware and have the virtual servers copied over directly at a time and location to be determined by SUHSD.

It is the responsibility of the RSA once leaving SUHSD Managed Cloud Service to provide on their own, adequate virtual server class hardware and software licensing for servers and hosting, and to hire or contract with a provider to load and configure servers on their hardware. SUHSD will retain ownership of all servers, SQL and backup software licensing.

WORKING CONDITIONS AND EQUIPMENT

If it is determined that working conditions are of a hazardous or dangerous nature, employees of the SUHSD may refrain from completing work in the hazardous area until such hazard or danger has been removed or remedied.

If the contracting district has purchased equipment against the recommendations of the SUHSD, the SUHSD may at its option refuse to support or install such equipment. The SUHSD will not be held responsible for equipment/software manufactures defects in manufacturing or programming. Also if the contracting district has an outside party install equipment/software that conflicts with network or other SUHSD supported contract services, the SUHSD may at its option refuse to support or install such equipment.

LICENSING

It is the responsibility of the RSA to purchase software licensing.

CLERICAL SERVICES OR FUNCTIONS

The RSA will provide clerical services for processing of RSA purchases and process the invoices for payment to vendors.

TECHNICIAN SERVICES

The SUHSD will on occasion need the RSA personnel to help with troubleshooting. This would consist of helping SUHSD technicians on the phone, and following SUHSD technicians instructions in diagnosing problems. RSA will be responsible for the changing of backup tapes on a daily basis.

ADDITIONAL SERVICES

Any other services provided to RSA by SUHSD will be billed on a usage basis or project basis. Projects will be quoted with all associate costs.

BILLING

Billing for services rendered will be done on a quarterly basis. Payment shall be made by RSA within thirty (30) days of billing.

LIABILITY

SUHSD knowingly, voluntarily, and for adequate consideration releases and waives, and further agrees to indemnify, hold harmless and reimburse RSA, the members of its Board of Trustees, its officers, employees and agents, as well as any supervisor(s), from and against any claim (known or unknown, seen or unforeseen, directly or indirectly, or within or without the control of those released) for or on account of any losses, damages, personal injuries, pain and suffering, death, property damage, or any contract claims resulting from,

or arising out of, during, or in connection with any of the management services covered by this Agreement.

RSA knowingly, voluntarily, and for adequate consideration releases and waives, and further agrees to indemnify, hold harmless and reimburse SUHSD, the members of its Board of Trustees, its officers, employees and agents, as well as any supervisor(s), from and against any claim (known or unknown, seen or unforeseen, directly or indirectly, or within or without the control of those released) for or on account of any losses, damages, personal injuries, pain and suffering, death, property damage, or any contract claims resulting from, or arising out of, during, or in connection with any of the management services covered by this Agreement.

GOVERNING LAW

This Agreement, and the rights and obligations of the parties, shall be governed by and construed in accordance with the laws of the State of California.

ENTIRE AGREEMENT

This Agreement contains the entire agreement and understanding between the parties. It supersedes and replaces any prior agreement between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement.

AMENDMENT

This Agreement may be amended at any time during the term of the Agreement. However, such amendment shall be in writing and is only effective with the mutual consent of the Superintendents of each District.

SEVERABILITY

If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall continue in full force and effect.

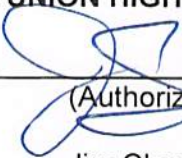
ATTORNEY'S FEES

Should legal action be brought in regard to this Agreement, the prevailing party shall be entitled to recovery of attorney's fees.

SIGNATURES

SHASTA UNION HIGH SCHOOL DISTRICT

By:



(Authorized Signature)
Jim Cloney

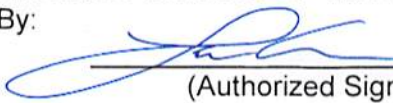
Title: Superintendent

Date:

2/27/23

REDDING SCHOOL OF THE ARTS

By:



(Authorized Signature)
Lane Carlson

Title: Superintendent

Date:

3/6/2023

Notice maybe sent to;

Mike Vincelli
Director of IT
Shasta Union High School District
2200 Eureka Way
Redding, Ca. 96001
530-225-8441
Fax 530-245-2690

Redding School of the Arts, Inc.
California Not for Profit Corporation

Consent Agenda

SUBJECT: Agenda Item 1.7– 2023/24 K-12 Personnel Calendars

- 1.7.1 2023/24 Attendance Calendar
- 1.7.2 2023/24 Business/Payroll Calendar
- 1.7.3 2023/24 K-8 Certificated Calendar
- 1.7.4 2023/24 Executive Director Calendar
- 1.7.5 2023/24 Facilities/IT Tech Calendar
- 1.7.6 2023/24 Facilities (Part-Time) Calendar
- 1.7.7 2023/24 Facilities (Weekend) Calendar
- 1.7.8 2023/24 Mandarin Classified Calendar
- 1.7.9 2023/24 Paraprofessional (Full-Time) Calendar
- 1.7.10 2023/24 Paraprofessional/Elective (Part-Time) Calendar
- 1.7.11 2023/24 Principal Calendar
- 1.7.12 2023/24 Receptionist/Health Clerk Calendar
- 1.7.13 2023/24 School Secretary Calendar
- 1.7.14 2023/24 School Registrar Calendar
- 1.7.15 2023/24 Vice Principal Calendar
- 1.7.16 2023/24 Special Education/MTSS Administrative Assistant Calendar
- 1.7.17 2023/24 Special Education/MTSS Counselor/Nurse/Speech & Lang
Path/Psychologist/Ed Specialist
- 1.7.18 2023/24 Special Education/MTSS Director Calendar
- 1.7.19 2023/24 High School Certificated Calendar
- 1.7.20 2023/24 High School Counselor

PREPARER: Nicole Iskra

RECOMMENDATION: Motion to Approve Personnel Calendars

BACKGROUND:

The Governing Board will review and approve the proposed personnel calendars for the new school year.

- See Attached: K-12 Personnel Calendars

REFERENCE:

Governing Board Policies/Board Duties & Responsibilities/Staffing & Personnel

REDDING SCHOOL OF THE ARTS 2023-2024 ATTENDANCE CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days **175**
Yellow = Non-Instructional Work Days **11**
Holidays **11**
Total Contract Days **197**

16

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





5

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday. Jan. 1st
Martin Luther King Day Jan. 15th
President's Break. Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
Veterans Assembly Nov. 9th
Theme Days Nov. 17th & Apr. 26th
Chinese New Year (Year of the Dragon). . Feb. 9th
Celebration of the Arts/Open House **TBD**
8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 BUSINESS/PAYROLL CALENDAR

16

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)

2nd Trimester Ends 02/16/24 (113 Days)

3rd Trimester Ends: 05/30/24 (175 days)

Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days

Yellow = Non-Instructional Work Days

Holidays

Total Contract Days

175

47

13

235

23

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

19

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

17

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

18

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

14

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Independence Day	July 4th
Labor Day	Sept. 4th
Veteran's Day observed	Nov. 10th
(by law must be Nov 11 if a weekday)	
Thanksgiving Break	Nov. 20th - 24th
Winter Break	Dec. 22nd - Jan. 8th
New Year's Holiday.	Jan. 1st
Martin Luther King Day	Jan. 15th
President's Break.	Feb. 19th - Feb 23rd
Spring Break	Mar 29 - April 5th
Memorial Day	May. 27th
Juneteenth	June 19th

IMPORTANT DATES

School Meet & Greet	Aug. 14th
School Starts	Aug. 16th
Back to School Night	Aug. 22nd
Moon Festival	Sep. 29th
Parent/Teacher Conferences	Oct. 16th - Oct. 20th
Veterans Assembly	Nov. 9th
Theme Days	Nov. 17th & Apr. 26th
Chinese New Year (Year of the Dragon). .	Feb. 9th
Celebration of the Arts/Open House	TBD
8th Grade Promotion	May. 29th
School Ends	May. 30th
*Snow Day/Emergency Make-Up Day:	March 29th
Staff Professional Development Day	
Federal and State Holidays	
Minimum Days	

RSA Board Approved:

RSA Board Amended:

REDDING SCHOOL OF THE ARTS

2023-2024

K-8 CERTIFICATED CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
 2nd Trimester Ends 02/16/24 (113 Days)
 3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days

175

Yellow = Non-Instructional Work Days

7

Holidays

0

Total Contract Days

182

17

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





0

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
 Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
 Thanksgiving Break Nov. 20th - 24th
 Winter Break Dec. 22nd - Jan. 8th
 New Year's Holiday. Jan. 1st
 Martin Luther King Day Jan. 15th
 President's Break. Feb. 19th - Feb 23rd
 Spring Break Mar 29 - April 5th
 Memorial Day May. 27th

IMPORTANT DATES

School Meet & Greet Aug. 14th
 School Starts Aug. 16th
 Back to School Night Aug. 22nd
 Moon Festival Sep. 29th
 Parent/Teacher Conferences Oct. 16th - Oct. 20th
 Veterans Assembly Nov. 9th
 Theme Days Nov. 17th & Apr. 26th
 Chinese New Year (Year of the Dragon). . Feb. 9th
Celebration of the Arts/Open House **TBD**
 8th Grade Promotion May. 29th
 School Ends May. 30th
 *Snow Day/Emergency Make-Up Day:  March 29th
 Staff Professional Development Day 
 Federal and State Holidays 
 Minimum Days 

RSA Board Approved:
 RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 EXECUTIVE DIRECTOR CALENDAR

6

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days

175

Yellow = Non-Instructional Work Days

35

Holidays

0

Total Contract Days

210

23

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

18

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

17

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





14

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Independence Day July 4th
Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday. Jan. 1st
Martin Luther King Day Jan. 15th
President's Break. Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th
Juneteenth June 19th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
Veterans Assembly Nov. 9th
Theme Days Nov. 17th & Apr. 26th
Chinese New Year (Year of the Dragon). . Feb. 9th
Celebration of the Arts/Open House **TBD**
8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 FACILITIES/IT CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days **175**
Yellow = Non-Instructional Work Days **42**
Holidays **12**
Total Contract Days **229**

23

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

19

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

19

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

18

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





19

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
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Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday... Jan. 1st
Martin Luther King Day Jan. 15th
President's Break..... Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th
Juneteenth June 19th

IMPORTANT DATES

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Back to School Night Aug. 22nd
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School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 FACILITIES (PART-TIME) CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM
Grey Shaded = Student Attendance Days
Yellow = Non-Instructional Work Days

175
42

Total Contract Days

217

23

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

19

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

19

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

18

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





19

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Independence Day July 4th
Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday... Jan. 1st
Martin Luther King Day Jan. 15th
President's Break..... Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th
Juneteenth June 19th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
Veterans Assembly Nov. 9th
Theme Days Nov. 17th & Apr. 26th
Chinese New Year (Year of the Dragon). . Feb. 9th
Celebration of the Arts/Open House **TBD**
8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 WEEKEND FACILITIES (PART-TIME) CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Yellow = Non-Instructional Work Days

Total Contract Days

91

9

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

9

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

9

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

7

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

7

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

8

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

8

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

10

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

8

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

7

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

9

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Independence Day	July 4th
Labor Day	Sept. 4th
Veteran's Day observed	Nov. 10th
<i>(by law must be Nov 11 if a weekday)</i>	
Thanksgiving Break	Nov. 20th - 24th
Winter Break	Dec. 22nd - Jan. 8th
New Year's Holiday.	Jan. 1st
Martin Luther King Day	Jan. 15th
President's Break.	Feb. 19th - Feb 23rd
Spring Break	Mar 29 - April 5th
Memorial Day	May. 27th
Juneteenth	June 19th

IMPORTANT DATES

School Meet & Greet	Aug. 14th
School Starts	Aug. 16th
Back to School Night	Aug. 22nd
Moon Festival	Sep. 29th
Parent/Teacher Conferences	Oct. 16th - Oct. 20th
Veterans Assembly	Nov. 9th
Theme Days	Nov. 17th & Apr. 26th
Chinese New Year (Year of the Dragon). .	Feb. 9th
Celebration of the Arts/Open House	TBD
8th Grade Promotion	May. 29th
School Ends	May. 30th
*Snow Day/Emergency Make-Up Day:	March 29th
Staff Professional Development Day	
Federal and State Holidays	
Minimum Days	

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 MANDARIN (CLASSIFIED) CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days **175**
Yellow = Non-Instructional Work Days **7**
Holidays **11**
Total Contract Days **193**

18

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

21

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





0

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday. Jan. 1st
Martin Luther King Day Jan. 15th
President's Break. Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
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Theme Days Nov. 17th & Apr. 26th
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8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS
2023-2024
PARAPROFESSIONAL (FULL-TIME) CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days 175
Yellow = Non-Instructional Work Days 2
Holidays 11
Total Contract Days 188

13

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

21

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





0

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday. Jan. 1st
Martin Luther King Day Jan. 15th
President's Break. Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
Veterans Assembly Nov. 9th
Theme Days Nov. 17th & Apr. 26th
Chinese New Year (Year of the Dragon). . Feb. 9th
Celebration of the Arts/Open House TBD
8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 PARAPROFESSIONAL/ELECTIVE (PART-TIME) CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days **175**
Yellow = Non-Instructional Work Days **2**
Holidays **0**
Total Contract Days **177**

13

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

21

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

0

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day	Sept. 4th
Veteran's Day observed	Nov. 10th
(by law must be Nov 11 if a weekday)	
Thanksgiving Break	Nov. 20th - 24th
Winter Break	Dec. 22nd - Jan. 8th
New Year's Holiday.	Jan. 1st
Martin Luther King Day	Jan. 15th
President's Break.	Feb. 19th - Feb 23rd
Spring Break	Mar 29 - April 5th
Memorial Day	May. 27th

IMPORTANT DATES

School Meet & Greet	Aug. 14th
School Starts	Aug. 16th
Back to School Night	Aug. 22nd
Moon Festival	Sep. 29th
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8th Grade Promotion	May. 29th
School Ends	May. 30th
*Snow Day/Emergency Make-Up Day:	March 29th
Staff Professional Development Day	
Federal and State Holidays	
Minimum Days	

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 PRINCIPAL CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days

175

Yellow = Non-Instructional Work Days

35

Holidays

0

Total Contract Days

210

23

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

19

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

17

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





19

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday. Jan. 1st
Martin Luther King Day Jan. 15th
President's Break. Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th
Juneteenth June 19th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
Veterans Assembly Nov. 9th
Theme Days Nov. 17th & Apr. 26th
Chinese New Year (Year of the Dragon). . Feb. 9th
Celebration of the Arts/Open House **TBD**
8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS
2023-2024
RECEPTIONIST/HEALTH CLERK CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM
Grey Shaded = Student Attendance Days **175**
Yellow = Non-Instructional Work Days **9**
Holidays **11**
Total Contract Days **195**

19

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





0

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday. Jan. 1st
Martin Luther King Day Jan. 15th
President's Break. Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
Veterans Assembly Nov. 9th
Theme Days Nov. 17th & Apr. 26th
Chinese New Year (Year of the Dragon). . Feb. 9th
Celebration of the Arts/Open House **TBD**
8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 SCHOOL SECRETARY CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days

175

Yellow = Non-Instructional Work Days

9

Holidays

11

Total Contract Days

195

19

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





0

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
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(by law must be Nov 11 if a weekday)
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Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday. Jan. 1st
Martin Luther King Day Jan. 15th
President's Break. Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th

IMPORTANT DATES

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School Starts Aug. 16th
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8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 SCHOOL REGISTRAR CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days **175**
Yellow = Non-Instructional Work Days **30**
Holidays **12**
Total Contract Days **217**

23

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





17

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday... Jan. 1st
Martin Luther King Day Jan. 15th
President's Break..... Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th
Juneteenth June 19th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
Veterans Assembly Nov. 9th
Theme Days Nov. 17th & Apr. 26th
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Celebration of the Arts/Open House **TBD**
8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 VICE PRINCIPAL CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days

175

Yellow = Non-Instructional Work Days

20

Holidays

0

Total Contract Days

195

23

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

18

January 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

16

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

20

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

17

April 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	





6

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HOLIDAYS/RECESSES

Labor Day Sept. 4th
Veteran's Day observed Nov. 10th
(by law must be Nov 11 if a weekday)
Thanksgiving Break Nov. 20th - 24th
Winter Break Dec. 22nd - Jan. 8th
New Year's Holiday. Jan. 1st
Martin Luther King Day Jan. 15th
President's Break. Feb. 19th - Feb 23rd
Spring Break Mar 29 - April 5th
Memorial Day May. 27th

IMPORTANT DATES

School Meet & Greet Aug. 14th
School Starts Aug. 16th
Back to School Night Aug. 22nd
Moon Festival Sep. 29th
Parent/Teacher Conferences Oct. 16th - Oct. 20th
Veterans Assembly Nov. 9th
Theme Days Nov. 17th & Apr. 26th
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Celebration of the Arts/Open House **TBD**
8th Grade Promotion May. 29th
School Ends May. 30th
*Snow Day/Emergency Make-Up Day:  March 29th
Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS
2023-2024
SPED/MTSS ADMIN ASSISTANT CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
2nd Trimester Ends 02/16/24 (113 Days)
3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM
Grey Shaded = Student Attendance Days **175**
Yellow = Non-Instructional Work Days **11**
Holidays **11**
Total Contract Days **197**

21

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

20

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

22

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16

November 2023						
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December 2023						
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January 2024						
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February 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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HOLIDAYS/RECESSES

Labor Day Sept. 4th
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(by law must be Nov 11 if a weekday)
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Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 SPED/MTSS - CNSLR/NRS/SLP/PSYCH/ED SPC CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
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23	24	25	26	27	28	29
30	31					

1st Trimester Ends 11/03/23 (57 Days)
 2nd Trimester Ends 02/16/24 (113 Days)
 3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days **175**
Yellow = Non-Instructional Work Days **7**
Holidays **0**
Total Contract Days **182**

18

August 2023						
Su	M	Tu	W	Th	F	Sa
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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January 2024						
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February 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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Celebration of the Arts/Open House	TBD
8th Grade Promotion	May. 29th
School Ends	May. 30th
*Snow Day/Emergency Make-Up Day:	March 29th
Staff Professional Development Day	
Federal and State Holidays	
Minimum Days	

RSA Board Approved:
 RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 SPED/MTSS DIRECTOR CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
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3rd Trimester Ends: 05/30/24 (175 days)
Release Times: K - 2nd @ 2:25 PM; 3rd - 8th @ 2:45 PM

Grey Shaded = Student Attendance Days

175

Yellow = Non-Instructional Work Days

20

Holidays

0

Total Contract Days

195

23

August 2023						
Su	M	Tu	W	Th	F	Sa
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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January 2024						
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February 2024						
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March 2024						
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April 2024						
Su	M	Tu	W	Th	F	Sa
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May 2024						
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June 2024						
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Staff Professional Development Day 
Federal and State Holidays 
Minimum Days 

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS
2023-2024
HIGH SCHOOL CERTIFICATED CALENDAR

0

July 2023						
Su	M	Tu	W	Th	F	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1st Quarter Ends: 10/13/2023 (42 days)
2nd Quarter Ends: 12/21/2023 (85 days)
3rd Quarter Ends: 3/20/2024 (131 days)
4th Quarter Ends: 5/30/2024 (175 days)

Grey Shaded = Student Attendance Days
Yellow = Non-Instructional Work Days
Holidays
Total Contract Days

175
7
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182

17

August 2023						
Su	M	Tu	W	Th	F	Sa
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September 2023						
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October 2023						
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December 2023						
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January 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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Federal and State Holidays
Minimum Days

RSA Board Approved:
RSA Board Amended:

REDDING SCHOOL OF THE ARTS 2023-2024 HIGH SCHOOL COUNSELOR

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July 2023						
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Grey Shaded = Student Attendance Days

175

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25

Holidays

0

Total Contract Days

200

23

August 2023						
Su	M	Tu	W	Th	F	Sa
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October 2023						
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February 2024						
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June 2024						
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RSA Board Approved:
RSA Board Amended:

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Financial Reporting

SUBJECT: Agenda Item 2.1 – Umpqua Bank FSA Account Closure
Effective 6/30/2023

PREPARER: Lane Carlson

RECOMMENDATION: Discussion/Action

BACKGROUND:

Due to account inactivity over the past couple of months, RSA proposes to close its FSA Account through Umpqua Bank. The account was first opened to track Flexible Spending Account transactions through WageWorks. A Termination Request has been submitted to WageWorks, a HealthEquity Company, to terminate services effective 4/30/2023.

RSA Administration is proposing to close the account effective 6/30/2023, with all remaining funds transferred into the school's Main Umpqua Account.
A motion is needed by the board in order to acknowledge the closing of the FSA Account and transfer of funds.

REFERENCE:

Governing Board Policies/Board Duties & Responsibilities/Finance & Budget

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Financial Reporting

SUBJECT: Agenda Item 2.2 – Acknowledgement of Theater Boost Club
under FPAE

PREPARER: Tiffany Blasingame, FPAE Treasurer

RECOMMENDATION: Discussion/Action

BACKGROUND:

The board recognizes that as of 2020 - 2021 school year, the Theater Booster Club (a parent-run organization) now functions in the capacity of an advisory committee to the Foundation for Promoting Arts Education (FPAE). As such, all financial records and revenue are recognized as FPAE business. Any assets, revenue and expenses are now claimed under FPAE's EIN 68-0590047 for tax purposes.

REFERENCE:

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Financial Reporting

SUBJECT: Agenda Item 2.3 – RSA/Key Charter Advisors, LLC Service Agreement Termination

PREPARER: Lane Carlson

RECOMMENDATION: Discussion/Action to Approve Termination

BACKGROUND:

RSA is proposing to mutually terminate its agreement with Key Charter Advisors, LLC for municipal advisory services related to the high school building expansion.
RSA intends to terminate services effective 3/24/2023.

- See Attached: Key Charter Advisors, LLC Termination Letter

REFERENCE:



March 24, 2023

Lane Carlson
Executive Director
REDDING SCHOOL OF THE ARTS
(via email)

Re: Municipal Advisory Services – Termination of Agreement

Dear Lane,

As discussed via email and by phone, as RSA's financing needs have changed since the original contract and amendment was entered into, please consider this letter as official termination of the Agreement for Charter School Municipal Advisory Services dated February 15, 2021, including all Amendments. No fee is due for work performed to date, and no further agreement or obligation exists between RSA and KCA going forward.

It's been a pleasure working together, and I wish you and RSA the best of luck with the successful financing of your project and expansion into high school grades.

Sincerely,
KEY CHARTER ADVISORS, LLC

Karl Yoder
Managing Partner

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

General Reporting

SUBJECT: Agenda Item 2.4 –High School Building Committee Update

PREPARER: Lane Carlson

RECOMMENDATION: Discussion

BACKGROUND:

Administration will provide the board with an update on the high school & theater building plans & construction.

REFERENCE:

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

General Reporting

SUBJECT: Agenda Item 2.5 – 2023/24 RSA/Columbia MOU – 1st Read

PREPARER: Lane Carlson

RECOMMENDATION: Discussion

BACKGROUND:

The Governing Board will review the Memorandum of Understanding (MOU) between RSA and Columbia ESD for 2023/24 school year. This is a first read only. The final draft will be presented the following month for final review and approval.

- See Attached: Columbia MOU Draft

REFERENCE:

**MEMORANDUM OF UNDERSTANDING BETWEEN
COLUMBIA ELEMENTARY SCHOOL DISTRICT,
AND
REDDING SCHOOL OF THE ARTS**

This Memorandum of Understanding (“MOU”) is executed by and between the Columbia Elementary School District (hereinafter “District”) and the Redding School of the Arts, a Nonprofit Public Benefit Corporation, (hereinafter referred to as “RSA”).

RECITALS:

- A. The District is a public school agency existing under the laws of the State of California. The District approved the charter on October 20, 2015 for a term of five years, beginning on July 1, 2016, and expiring June 30, 2021 and renewed on May 21, 2020 expiring June 30, 2025, now extended by statute (AB 130) to June 30, 2027.
- B. RSA operates Redding School of the Arts, a charter school established under the laws of California and a public benefit nonprofit corporation created for the specific purpose of operating public charter schools (hereinafter “Charter School”). RSA is a California nonprofit public benefit corporation which manages and operates the Charter School. RSA is responsible for the Charter School’s compliance with the terms of the Charter and with this MOU.
- C. Charter School has an intent and purpose to provide a classroom based school program with a focus in visual and performing arts, Mandarin language development and use of STEAM (Science, Technology, Engineering, Arts and Mathematics) for students within Shasta County. Charter School additionally provides Independent Study-Traditional and Virtual Classroom Instruction to a lesser percentage than classroom based instruction.
- D. The State of California enacted the Charter Schools Act of 1992 (hereinafter "The Act") authorizing the formation of charter schools with the intent that the schools improve student learning through a variety of means, including increased learning opportunities, innovative teaching methods, performance-based accountability, and expanded choice for parents within the public school system. The Act authorizes the District Board to grant charter petitions under specified circumstances.
- E. By approving the petition, the District became the monitoring agency of the Charter School. This MOU is intended to outline the parties’ agreements governing their respective fiscal, legal and administrative responsibilities and their legal relationships.
- F. Written modification of this MOU may be made only by mutual agreement as set forth below in Section I. B.

- G. The Parties recognize and agree that Charter School shall not charge tuition, shall be nonsectarian, and shall be open to all students regardless of ethnicity, national origin, gender, sexual orientation, or disability and those provisions of non-discrimination shall apply as well to employment in compliance with legal requirements.
- H. Charter School recognizes that the District at all times retains the right to provide notice of revocation and a reasonable opportunity to cure any deficiencies in compliance with the charter, this MOU and state law.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein set forth, the District and the Charter School do hereby agree as follows:

AGREEMENTS

I. TERM, RENEWAL AND REVOCATION:

- A. This MOU shall commence on **July 1, 2023**, and shall expire **June 30, 2024**.
- B. Any modification of this MOU must be in writing, executed by duly authorized representatives of all parties and ratified by the District and the Charter School.
 - 1. The duly authorized representative of the Charter School is the Charter School Board of Directors or designee identified in writing. For purposes of amendment of this MOU, the Charter School Board of Directors is required to take action.
 - 2. The duly authorized representative of the District is the Superintendent, or her/his designee.
 - 3. The District is required to take action on any material revisions to the Charter. By February 1 of each year of this MOU, all parties shall present any proposed revisions to this MOU. All parties recognize the importance of ensuring an up-to-date MOU is in place for each school year and will make a good faith effort to finalize agreed upon changes/modifications to the MOU by May 30 of each year, to take effect the following school year. If no agreement is approved by June 30 the existing MOU will remain in effect.
- C. As approved by the District, it is understood that Charter School has a Charter with a five-year term, expiring on June 30, 2027. The parties recognize that the Charter and this MOU contain specific, distinct information. To the extent that any of the terms of this MOU may vary from the terms of the approved Charter, all parties shall meet to achieve consistency. Pending such action, the terms of the approved Charter shall

prevail. Future renewal of the Charter will be based on the standards and criteria for renewal in Education Code sections 47607 and 47605. In addition, and in accordance with state law, the District retains the right to revoke the Charter as specified in Education Code section 47607 and related applicable regulations, which shall specify District concerns and issues of non-compliance. The term for curing may be extended by mutual agreement of the parties.

1. During the notice period, Charter School shall address the concerns and attempt to complete remediation. A decision to revoke will be based on the conditions specified in Education Code section 47607(c) and related regulations including section 11968.5.2 of Title 5 of the California Code of Regulations.
- D. Advance notice of revocation of the Charter School's Charter shall not be required if the violations constitute a severe and imminent threat to the health and safety of pupils. The District shall follow section 11968.5.3 of Title 5 of the California Code of Regulations.

II. DESIGNATION OF SCHOOL:

- A. The Charter School that is party to this MOU shall be known as the Redding School of the Arts and shall be referred to by its full name or RSA. Charter School shall be responsible for all functions of the Charter subject to the terms and conditions set forth in this MOU.
- B. Number of Students: Based on projections and the availability of RSA facilities, Charter School agrees that enrollment shall be a minimum of 80 (eighty) age-appropriate and enrolled students committed to attending Charter School. Such enrollment shall be secured prior to September 1 of each year. In the event that such enrollment is not achieved by this date, the parties agree to meet to discuss and re-evaluate adopted budget and viability of the Charter School.
- C. Grade Levels: Charter School commits that it shall offer in the classroom based program grades K - 12. All high school courses will be A - G approved using evidence based education classes pending WASC approval. Charter School shall offer an Independent Study Program in grades TK – 8 and may extend through High School. Independent Study as defined under Ed Code 51745.
- D. On an annual basis, and no later than April 1 of each year, Charter School shall provide written notice to the Superintendent of its estimated maximum capacity plans, additional grade expansion and operations in adjacent counties. Charter School recognizes that such notice is critical to Superintendent planning for the next year.
- E. Charter School shall also provide a list of estimated students-currently enrolled and based on lottery results and the district of residence for Columbia Elementary School District

students by June 1. Such information shall also be provided upon request, with a 5 school day window to respond, to the District. The Charter School person responsible for providing this information is the Director or his/her designee. The District will use this and other student information solely for purposes of fulfilling its oversight responsibilities and in accord with applicable state and federal law (e.g., FERPA).

- F. The educational program and grade level offerings shall be in compliance with the charter approved by the District and subsequently authorized amendments, if any. Additionally, the program shall be in compliance with stated goals and actions identified in the annual Local Control Accountability Plan.
- G. Number of Instructional Days/ Number of instructional minutes: At a minimum, Charter School agrees to operate classes for each grade level in compliance with Education Code requirements for annual minutes and the number of instructional days as applicable to charter schools.
- H. The Charter School shall certify Fall 2 Staff Data by deadline determined annually by CALPADS, subsequent CalSAAS (CTC) reporting, as a result of the Fall 2 certification, shall be resolved. Exceptions, TPSL lists and Determinations will have documentation supporting the appropriate assignment of the staff member. Charter school will provide explanation to the District regarding any misassignments, 2019-20 Charter designations, CALPADS data errors and vacancies to be publicly reported by CTC.

III. **FUNDING:**

- A. As established by Education Code section 47630 *et. seq.*, Charter School shall receive funding under the charter school funding model as follows:
 - 1. General funding pursuant to the local control funding formula, which includes in-lieu property taxes and state aid pursuant to Education Code section 47633. Such entitlement is based on average daily attendance.
 - 2. The Charter School is also entitled to lottery funds, pursuant to Education Code section 47638.
 - 3. The Charter School may also be entitled to a variety of state and federal application based programs, as well as various grant opportunities if applicable.
 - 4. Except as otherwise noted in this MOU, it shall be the responsibility of the Charter School to apply for this funding which is beyond the basic statutory entitlement.
 - 5. Any additional funds negotiated by the Charter School in accordance with Education Code Section 47636.

6. It is understood and agreed that neither the District nor the Superintendent make representation as to Charter School rights or entitlement to any funds.
- B. In addition to the funding specified above, the parties recognize the authority of the Charter School to pursue additional sources of funding.
 1. The District has no obligation to apply for additional sources of funding for Charter School. However, if the Superintendent agrees and does apply for additional sources of funding in the form of grants and/or categorical funding at the request of and for the benefit of Charter School, the District shall receive 5% of such funds or any higher allocation authorized by the specific funding source or as mutually agreed to by both parties.
 2. Charter School shall cooperate fully with the Superintendent in application made by the Superintendent on behalf of the students of Charter School.
 3. Charter School agrees to comply with all regulations related to expenditures, reporting and receipt of such funds.
 - C. Charter School has elected to receive funding from the State directly, pursuant to Education Code section 47651.
 - D. For in lieu property taxes (the property tax portion of the general purpose entitlement), the sponsoring agency is the Columbia Elementary School District. Charter School will receive monthly installments of in lieu property taxes from Columbia in accordance with Education Code section 47635. Estimates shall align to figures used by the California Department of Education to compute funding under the Local Control Funding Formula.
 - E. State Revolving Loan: In the event that Charter School receives such a loan, it will solely be responsible for meeting the repayment terms and incorporating such payments into its annual budget.
 - F. In the event that the District Board seeks and receives a voter approved bond, parcel tax, etc., the Charter School and/or Non-Profit shall have no entitlement to any portion of the funds unless otherwise negotiated in advance and agreed to in writing. The parties shall meet sufficiently in advance of any action by the District Board to pursue such measures so as to advise Non-Profit and to determine the positions of the Parties. Non-Profit agrees that it and the Charter School have no entitlement to funds currently being received, if any, by the District Board under former parcel tax or bond elections
 - G. Charter School representatives shall provide to the District enrollment figures for the first week of school operation, CBEDS and the P-1 and P-2 reports on a timely basis as required under law. The purpose is to reconcile allocations with actual average daily

attendance and related residence issues. As a result of this information, budgeted revenue may be decreased or increased based on actual average daily attendance. Funding may also change based on grant and/or categorical funding allocations.

- H. Charter School agrees that all revenue received by the Charter School from the County and the State shall be used consistent with applicable law and the terms of any funding restrictions.
- I. Neither the District nor the Superintendent shall advance any funds to Charter School nor shall it provide a line of credit. Charter School is responsible for maintaining its cash flow and operating within its actual revenue. All loans, debts and any other financial responsibility of Charter School and any related foundation/corporation are the sole responsibility of Charter School.

IV. LEGAL RELATIONSHIP:

- A. The Parties recognize that Charter School operates as a non-profit public benefit corporation in accordance with Education Code section 47604 and therefore Charter School is a separate legal entity from the District. As such, the District shall not be liable for the debts or obligations of the Charter School or RSA to the maximum extent permitted by applicable law. It is agreed that it is the parties' intent that the District shall incur no unreimbursed cost or expenses of any type whatsoever as a result of its relationship with the Charter School. The Charter School may not enter into a contract or agreement to be managed or operated by any other non-profit benefit corporation (or any of other corporation or entity) without the express written prior approval of the District. The parties further recognize that Charter School has and shall maintain status as non-profit corporation as provided in Education Code section 47604. Charter School shall immediately notify the District in writing in advance of any changes to the Charter School Corporate Bylaws and provide a copy thereof. The Charter School person responsible for providing the documents and updates is the Charter Administrator.
- B. The parties agree and understand that all employees of Charter School shall be employees of Charter School and/or RSA, and that it shall be the employer for all purposes including, but not limited to, collective bargaining, as provided in Education Code section 47605.
- C. Any complaints/concerns received by the District about any aspect of the operation of Charter School shall be promptly forwarded by the District to the Charter School. To the extent that such concerns/complaints may involve issues related to possible revocation or non-renewal of the charter, the District may request that Charter School inform the Superintendent of how such concerns/ complaints were or will be addressed. Charter School agrees to provide such information subject to any assurances of confidentiality that may be necessary.

D. Mediation: (excerpted from page 72 of the RSA Charter Renewal)

Disputes between the Charter School and the District

In the event that the charter school and the district have disputes regarding the terms of this charter or any other issue regarding the charter school, both parties agree to follow the process outlined below.

In the event of a dispute **or any concerns arising** between the school and the district, the staff and Board of Directors of the school and district agree to first **schedule a meeting to informally discuss the matter and attempt to resolve the issue(s) and come to agreement on a solution. If after 5 business days following the meeting, the issue(s) have not been resolved, or a solution has been reached, the party alleging a continuing dispute shall** frame the issue in written format and refer the issue to the district superintendent, or his/her designee, and RSA's Director. The RSA will make every effort to work professionally with the CESD and will always work to resolve any disputes amicably without resorting to formal procedures. If the matter could result in revocation, the matter will be addressed at the authorizer's discretion in accordance with EC § 47604.5 and any regulations pertaining thereto. If the District believes the dispute relates to an issue that could lead to revocation of the charter in accordance with Education Code Section 47607, the Charter School requests that this be noted in the written dispute statement, although it recognizes it cannot legally bind the District to do so. Participation in the dispute resolution procedures outlined in this section shall not be interpreted to impede or act as a prerequisite to the District's ability to proceed with revocation in accordance with Education Code Section 47607 and its implementing regulations.

Such steps may include: The RSA's Director and the district superintendent shall informally meet and confer in a timely fashion to attempt to resolve the dispute. In the event that this informal meeting fails to resolve the dispute, both parties shall identify two board members from their respective boards who shall jointly meet with the superintendent of the district and the Executive Director of the charter school and attempt to resolve the dispute. If this joint meeting fails to resolve the dispute, the superintendent and the Director shall meet to jointly identify a neutral, third party arbitrator. The format of the arbitration session shall be developed jointly. The superintendent and Director shall incorporate informal rules of evidence and procedure unless both parties agree otherwise. The findings or recommendations of the arbitrator shall be binding, unless the boards of the charter school and the district jointly agree before arbitration that the decision will be non-binding. The school and district shall each be responsible for their respective costs of engaging in dispute resolution and shall each pay half of the cost of the services of any mediator.

(1) Any controversy or claim arising out of or relating to the charter agreement, except any controversy or claim that in any way related to revocation of this charter, must be put in writing ("Written Notification") by the party asserting the existence of such

dispute. The Written Notification must identify the nature of the dispute and all supporting facts known to the party giving the Written Notification. The Written Notification may be tendered by personal delivery, by facsimile, or by certified mail. The Written Notification shall be deemed received (a) if personally delivered, upon date of delivery to the address of the person to receive such notice if delivered by 3:00 PM or otherwise on the business day following personal delivery; (b) if by facsimile, upon electronic confirmation of receipt; or (c) if by mail, six (6) business days after deposit in the U.S. Mail.

(2) A written response ("Written Response") shall be tendered to the party providing the Written Notification within twenty (20) business days from the date of receipt of the Written Notification. The Written Response shall state the responding party's position on all issues stated in the Written Notification and set forth all fact which the responding party believes supports its position. The Written Response may be tendered by personal delivery, by facsimile, or by certified mail. The Written Response shall be deemed received (a) if personally delivered, upon date of delivery to the address of the person to receive such notice if delivered by 3:00p.m., or otherwise on the business day following personal delivery; (b) if by facsimile, upon electronic confirmation of receipt; or (c) if by mail, six (6) business days after deposit in the U.S. Mail. The parties agree to schedule a conference to discuss the claim or controversy ("Issue Conference"). The Issue Conference shall take place within fifteen (15) business days from the date the Written Response is received by the other party.

(3) If the controversy, claim, or dispute is not resolved by mutual agreement at the Issue Conference, then either party may request that the matter be resolved by mediation. Each party shall bear its own costs and expenses associated with the mediation. The mediator's fees and the administrative fees of the mediation shall be shared equally among the parties. Mediation proceedings shall commence within 60 days from the date of the Issue Conference. The parties shall mutually agree upon the selection of a mediator to resolve the controversy or claim at dispute. If no agreement on a mediator is reached within 30 days after a request to mediate, the American Arbitration Association ("AAA") shall select the mediator.

(4) If the mediation is not successful, the parties agree that each party has exhausted its administrative remedies and shall have any such recourse available by law.

If either party fails to comply with the above dispute resolution procedures, each party shall have any such recourse available by law. Any party who fails or refuses to submit to mediation shall bear all costs and expenses incurred by the other party in compelling mediation of any controversy, claim, or dispute.

- E. Jurisdiction: The parties agree that for all legal action the appropriate jurisdiction is Shasta County, State of California.

- F. The District reserves the right to appoint a representative to the Charter School's governing board in accordance with the provisions of Education Code section 47604. The Charter School agrees to provide to the District's representative on the governing board a complete board packet of information that is being submitted to the governing board before each meeting, in sufficient time for review regardless of such appointment and participation, the Board, the Superintendent, and Charter School remain separate legal entities.
- G. In accordance with law and this MOU, the Superintendent maintains full authority to monitor the operation of Charter School and shall have access to all non-privileged and disclosable records of Charter School for solely oversight purposes upon written request as soon as reasonably practicable or within negotiated timeframe. Charter School shall provide records consistent with applicable law and subject to any necessary assurances of confidentiality.
- H. Charter School has no authority to unilaterally enter into a contract which would bind the District, or to extend the credit of the District to any third person or party. Charter School shall clearly indicate to vendors and other entities and individuals outside the District, with whom Charter School enters into an agreement or contract for property, goods or services, that the obligations under such agreement or contract are solely the responsibility of Charter School and are not the responsibility of the District.
- I. The Charter School may not change its name or location with the prior express written approval of the District. The Charter School shall keep the District apprised of any changes to the composition of the Charter School Board of Directors, providing the name, phone number, email address, and mailing address of any new members of the Charter School Board of Directors.
- J. General Reporting Requirement: In addition to providing the reports specified in this Agreement, Charter School agrees to provide any further reports that may be required by the District to comply with statutory obligations. All reporting shall be conducted electronically through the account set up in the Columbia Elementary School District EpiCenter, and Charter School may comply with submission requirements if the reports are provided through traditional means (e.g., e-mail, hand delivery, U.S. Mail) if Charter School has technical difficulties using Epicenter. If said difficulties exist and other methods of delivery are used, it still warrants Charter School uploading said documents into EpiCenter. In addition, Charter School agrees to comply with all reports required of charter schools by law and to provide a copy of each such report to the Columbia Elementary School District upon submission.

V. FISCAL MONITORING/OVERSIGHT & ADDITIONAL FISCAL SERVICES:

- A. Charter School will establish a system for internal fiscal management and a calendar for fiscal services. Charter School shall inform the Superintendent or designee of any changes to the system when the change is made. Charter School person responsible for this commitment is the Charter School Administrator and/or Board President.
- B. Charter School agrees to provide reasonable access to financial reporting software used by the Charter to the Superintendent's designee for fiscal monitoring and oversight.
- C. The Charter School shall annually prepare and submit the following reports to the District. The following deadlines shall align with applicable statutory or regulatory deadlines if those are changed in the future by the Legislature or CDE. Prior to submission to the District, these reports must be approved by Charter School Board of Directors. These reports shall be submitted to the District five days prior to required dates in which the reports are due. All submissions will be uploaded through EpiCenter. If said difficulties exist and other methods of delivery are used, it still warrants Charter School uploading said documents into EpiCenter. The required reports are:
1. On or before July 1 for 2023-24 school year and June 30 thereafter, an approved budget and Local Control and Accountability Plan (LCAP) using the state adopted uniform template.
 2. On or before June 30, an adopted budget report. This report shall be provided in SACS format.
 3. On or before December 15, a first interim financial report. This report shall reflect changes through October 31. This report shall be provided in SACS format.
 4. On or before March 15, a second interim financial report. This report shall reflect changes through January 31. This report shall be provided in SACS format.
 5. On or before September 15, a final unaudited actuals report for the full prior year. This report shall be provided in SACS format.
 6. On or before October 8, District will accept the approved Local Control and Accountability Plan (LCAP).
- D. AVERAGE DAILY ATTENDANCE: Charter School will be responsible for its daily and monthly attendance accounting. Charter School will submit, electronically through EpiCenter (or by other traditional means such as e-mail, hand delivery, or U.S. Mail if Charter School has technical difficulties with EpiCenter), the attendance reports in accordance with the District's format State-approved system and State law and regulations to the District's attendance officer in a timely manner and in a manner which is consistent with District's process. If said difficulties exist and other methods of delivery are used, it still warrants Charter School uploading said documents into EpiCenter. The District will, if required by state law or administrative practice, review and certify the attendance reports in a timely manner.
- E. ANNUAL AUDIT PROCESS: Charter School shall not be part of the annual District

fiscal audit. Charter School shall be responsible for having an independent annual fiscal audit done of the entire Charter School operation in accordance with all standards of school accounting as specified in applicable law. Such audit shall be conducted by an auditor knowledgeable and experienced with public school finance, and shall include all financial statements, attendance accounting and revenue claims, and internal control practices. School. A copy of the final audit report shall be submitted to the District by December 15 (or date specified by statute or regulation if changed) of each year electronically through EpiCenter account (or by other traditional means such as e-mail, hand delivery, or U.S. Mail if Charter School has technical difficulties with EpiCenter). If said difficulties exist and other methods of delivery are used, it still warrants Charter School uploading said documents into EpiCenter. Charter School and its agents agree to implement all audit recommendations unless other terms are agreed to between the District and Charter School. The audit shall cover all funds used to support the operation of Charter School. In addition, the auditor shall be responsible for certifying attendance reporting of the Charter School.

- F. Charter School agrees that it shall establish a fiscal plan for repayment of any loans received by Charter School in advance of approving receipt of such loans. It is agreed that all loans sought by Charter School shall be authorized in advance by the Charter School Board and shall be the sole responsibility of Charter School. Charter School agrees that the District shall have no obligation for repayment. Charter School shall provide advance written notice with details of terms and repayment plan to the District specifying its intent to apply for/seek a loan. Charter School shall also provide advance written notice of deposit of any sums which are loans and the plan for repayment.
- G. The District shall not be required to advance any funds or provide a line of credit under any circumstances to Charter School.
- H. To the extent necessary, and for the sole purpose of fulfilling its oversight responsibilities, the District may request and obtain information regarding the sources of Charter School funding and any accounts maintained by Charter School.
- I. To the extent that Charter School wishes to contract with the District for any services beyond those specified in this MOU, a prior written contract with the District shall be required. It is understood that the District may be interested in providing available services but at no cost to the District. (See separate Business Services Agreement between both parties.)
- J. It is recognized that either party may apply for private/grant funding. Any application that includes the other shall be approved in advance by the parties. Both parties agree to cooperate with the other when application is being made separately for funds. Charter School shall notify the Superintendent in writing of any separate application for funds.

VI. SPECIAL EDUCATION SERVICES/SECTION 504: The following provisions govern the application of special education / Section 504 to Charter School students:

- A. It is understood that all children will have access to Charter School, and no student shall be denied admission due to disability.
- B. Charter School agrees to implement a student study team process, a general education function, to monitor and guide educational services prior to application of Section 504 and special education services. For purposes of this section, the parties agree that a student study team is a group of Charter School staff knowledgeable about a particular student who meet to discuss and explore MTSS/RTII strategies that may be used with a student to enhance educational benefit when a student is under-performing. Such alternatives should generally be attempted prior to a referral to 504 or special education.
- C. Charter School is fully responsible for implementation of Section 504 of the Rehabilitation Act. To the extent that District services are needed, Charter School shall reimburse the District for all time at the individual's hourly rate.
- D. Charter School agrees to adhere to the policies, procedures and requirements of the Local Plan for Special Education and to have representation on the El Dorado Charter SELPA governing body. Charter School further agrees to abide by all federal laws applicable to the Charter School as such pertain to special education.
- E. The parties recognize that the Charter School has been recognized as a Local Educational Agency (LEA) for purposes of special education. As an LEA, Charter School shall receive special education funding through the El Dorado Charter SELPA and shall maintain an accounting of federal and state special education funding. The funding shall be allocated to Charter School in accordance with El Dorado Charter SELPA policies and guidelines.
- F. Delivery of Services: Charter School, as an LEA, shall be responsible for the delivery of any and all special education services including but not limited to referrals ("child find"), assessments, IEP meetings, delivery of educational and related services and any due process and complaints.
 - 1. In the delivery of such services, Charter School is responsible for compliance with all applicable federal and state laws.
 - 2. Special education services shall be provided to eligible Charter School students in accordance with the policies, procedures, and requirements of the El Dorado County Office of Education Local Plan for Special Education. Charter School agrees to provide transportation for the students who require special education services at a site other than Charter School or for students whose IEP requires transportation.

3. Charter School may contract with recognized vendors to provide special education services or retain their own qualified staff for such services.
4. If a parent of a student identified as having special needs elects not to receive educational and/or related services offered in an IEP, the Charter School parent will so signify in writing on the IEP form. The offer of services by the Charter School shall be in writing prior to this decision by the parent.
5. Charter School instructor(s) and Charter Administrator or designee will participate in all initial, annual, tri-annual and any specially called meetings on any special education student enrolled in Charter School.
6. Charter School understands and agrees that special education funding shall only be used to support special education services and that any costs beyond El Dorado Charter SELPA funding are the sole responsibility of the Charter School.
7. Due Process:
 - a. Charter School shall be responsible for all complaints and due process actions related to students enrolled in the Charter School.
 - b. In the event that a hearing request is filed against the District relating to a child's services received by Charter School while enrolled at the Charter School, the Charter School shall fully indemnify, hold harmless and pay for all costs associated, including attorney fees, costs and fees for legal representation, settlement costs and damages. The District and Charter School will work together to select legal representation and decide on case management.
- G. In the event Charter School expels a special education eligible student, or a student who is subsequently determined to be eligible for special education and notwithstanding the other provisions of this agreement, Charter School shall be solely responsible for providing and/or the cost of providing services for the former student in accordance with federal law. Charter School shall also be solely responsible for any litigation resulting from or related to such expulsion.
- H. In order to fulfill its responsibility as LEA, Charter School shall participate in and represent itself at all El Dorado County Special Education Local Plan Area meetings. To the extent that the El Dorado Charter SELPA provides training opportunities and/or information regarding special education to site staff, such opportunities and/or information shall be made available to Charter School staff. To the extent that site staff has the opportunity to participate in committee meetings of the El Dorado Charter SELPA as representatives of their district, such opportunities shall be made available to

the Charter School staff.

- I. Charter School agrees to fully comply with any lawful requests for information made by the District with regard to special education services and individual students, subject to any necessary assurances of confidentiality.

VII. **INSURANCE AND RISK MANAGEMENT:** Charter School will maintain at its own expense its own policies of comprehensive, liability insurance and property damage coverage as set forth below. Insurance as set forth below shall include self-insurance. Additional insurance may also be obtained as required by Charter School or as otherwise required by law.

A. **Student Insurance**

Charter School students may participate at their own expense in student insurance coverage programs offered by Charter School.

B. **Workers' Compensation**

Charter School is to procure and maintain, for the duration of this MOU, Workers' Compensation insurance against claims for injuries to the Charter School's employees in accordance with such insurance as required by the State of California Labor Code and Employers Liability coverage. In the event that Charter School decides to change providers, Charter School shall give notice to District no later than April 1 prior to the school year of change.

C. **General & Excess Liability**

Charter School, at its expense, shall procure and maintain throughout the term of this MOU General Liability insurance with a minimum per occurrence limit of \$30**15**,000,000 (\$5**1**,000,000 per occurrence + \$25**14**,000,000 umbrella policy) and the deductible/self-insurance retention shall not exceed \$10,000. Such minimum limits of policies shall in no event limit the liability of the Charter School hereunder. Insurance shall include coverage for claims against the Charter School, its elected or appointed officials, employees, agents, volunteers and students (interns while acting on behalf of the Charter School) arising out of errors and omissions, abuse and molestation, educator's legal liability, directors and officers, property damage liability, personal injury liability, advertising injury liability, and employment practices liability. The policy or policies shall name as additional insured/additional covered party the District, its elected or appointed officials, employees, agents and volunteers. The policy or policies shall provide that this insurance shall be primary with respect to any liability or claimed liability arising out of the performance or activities by the Charter School under this MOU or the Charter School's use of its school grounds, and that any insurance procured by the District, its elected or appointed officials, employees, agents and volunteers shall be excess and shall not be called upon to contribute until the limits of the insurance provided hereunder shall be exhausted.

C. Automobile Liability

Charter School shall maintain automobile liability insurance, including non-owned and hired coverage with a minimum per accident limit of \$10,000,000 for any injuries to persons (including death therefrom) and property damage in connection with the Charter School's activities under this MOU.

E. Property Insurance

District is not responsible for real or personal property losses suffered by the Charter School, its elected or appointed officials, employees, agents, volunteers or students. Charter School shall be solely responsible for obtaining adequate property insurance for Charter School's personal property, building improvements and any real property/buildings owned by the Charter School.

F. Bond/Crime Insurance

The Charter School shall purchase and hold fidelity bond coverage or employee dishonesty/theft insurance with a minimum limit of \$1,000,000 to cover all school employees.

G. Proof of Insurance

Charter School shall annually furnish the District with original certificates and amendatory endorsements affecting coverage required by this MOU. All certificates and endorsements are to be received and approved by the District before commencement of any activities under this MOU. However, failure to do so shall not operate as a waiver of these insurance requirements. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this MOU at any time.

H. RISK MANAGEMENT

The Charter School shall establish and institute risk management policies and practices to address reasonably foreseeable occurrences.

I. Charter School shall obtain necessary insurance commensurate with its corporate status and assets.

J. INDEMNIFICATION

The Charter School shall indemnify, defend, and hold harmless the District, its elected or appointed officials, employees, attorneys, agents, representatives, volunteers, successors and assigns (collectively hereinafter the "District Indemnified Parties") from and against any and all actions, suits, claims, demands, losses, costs, penalties, obligations, errors, omissions, or liabilities, including legal costs, attorney's fees, and expert witness fees, whether or not suit is actually filed, and/or any judgment rendered is against the District Indemnified Parties, that may be asserted or claimed by any person, firm or entity arising out of, or in connection with, the Charter School's performance under the charter or this MOU, including but not limited to, any acts or

errors or omissions by the Charter School, its governing body, administrators, employees, agents, representatives, volunteers, successors and assigns, unless and except to the extent caused by the sole negligence or willful misconduct of any of the District Indemnified Parties.

The District shall indemnify, defend, and hold harmless the Charter School, its elected or appointed officials, employees, attorneys, agents, representatives, volunteers, successors and assigns (collectively hereinafter the “Charter School Indemnified Parties”) from and against any and all actions, suits, claims, demands, losses, costs, penalties, obligations, errors, omissions, or liabilities, including legal costs, attorney’s fees, and expert witness fees, whether or not suit is actually filed, and/or any judgment rendered is against the Charter School Indemnified Parties, that may be asserted or claimed by any person, firm or entity arising out of, or in connection with, the District’s performance under the charter or this MOU, including but not limited to, any acts or errors or omissions by the District, its governing body, administrators, employees, agents, representatives, volunteers, successors and assigns, unless and except to the extent caused by the sole negligence or willful misconduct of any of the Charter School Indemnified Parties.

VIII. HUMAN RESOURCES MANAGEMENT: Charter School employees are not employees of the District. Charter School shall have sole responsibility for employment, management, dismissal and discipline of its employees.

- A. Charter School will conform to the laws regarding background checks, TB screening, fingerprinting and credentials/certificates (if required under law). Charter School shall provide a written list of its employees to the District no later than September 15 each school year. Charter School shall certify that the individuals on the list have met required background checks and TB screening.
- B. If Charter School decides to offer existing or new employees of Charter School the opportunity to participate in STRS/PERS, Charter School shall be responsible for entering into a contract with STRS and PERS. At the time of this MOU, it is understood that Charter School does intend to offer STRS and PERS to staff.

IX. FACILITIES:

- A. Charter School is located at 955 Inspiration Place, Redding, CA 96003. Charter School does not operate any additional campuses outside the district boundary or satellite campus within the Shasta County geographical boundaries.
- B. Charter School recognizes that its facilities and programs must conform with the American with Disabilities Act and any other federal requirement that may be applicable

to charter schools. Charter School shall be responsible for such costs associated with compliance.

- C. Prior to entering into any contract for land or buildings, Charter School shall review the proposed contract with the District or designee. Review by the District or staff does not constitute approval or liability for any debts incurred by Charter School under or pursuant to the contract. Such review has as its sole purpose monitoring information for the District and compliance of the charter.

X. EVALUATION OF EDUCATIONAL PROGRAMS/CONFORMANCE TO CHARTER:

- A. Oversight and monitoring of Charter School shall be in conformance with State and federal law and the terms of the approved charter. The District shall conduct at least one visit of Charter School per school year and shall have the right to inspect and observe any part of the Charter School at any time, provided the District shall give Charter School reasonable prior notice to the extent possible.
- B. Education Code 47604.33 delineates the reports that a charter school must annually prepare and submit to its chartering authority. EC 47604.33(a)(2) also states “On or before July 1, a local control and accountability plan and an annual update to the local control and accountability plan required pursuant to Section 47606.5.” If the Charter School’s LCAP and Annual update does not meet the requirements set forth in EC Section 47606.5, the District has both the ability and responsibility to ask for corrections and completeness to fulfill the requirements of statute. While the District does not approve an LCAP, it is the obligation of the authorizer to provide oversight of, and support to the Charter School with any of the reports required.

In addition, Charter School shall furnish the District with a final report and evaluation of its educational program of the prior year in April. The specifications of this report shall include, but not be limited to, the detail set forth below and applicable State law:

- a. The Annual Update section of the most recent LCAP may serve as the report on goals and expected measurable outcomes set in the prior year LCAP.
 - b. Copy of health/safety procedures and summary of any major changes in this program.
- C. In addition to the report described above, Charter School shall also submit a report to the District in accordance with the requirements of the School Accountability Report Card in accordance with state timelines.
- D. Should the Charter School choose to receive Federal funds, then the Charter School is subject to the provisions of ESSA as applicable to charter schools. Under this federal law, local educational agencies, including direct funded charter schools, are required to

submit local education agency plans in order to access federal funds. A consolidated application must also be on file with CDE. The Charter School person responsible for this plan is the Charter Administrator. Charter School shall update the plan prior to its submission to the District. Subsequent plans and reporting will be provided and completed as required by law.

- E. Charter School agrees to administer the current state-wide performance assessments.
- F. With regard to student outcomes, the parties will comply with Education Code section 47607.3, if applicable.
- G. Charter School shall be responsible for operating Charter School in conformance with the provisions of the approved charter and this MOU and for providing the annual report.
- H. Credentials of Charter School instructional staff: Assignments shall be in accordance with state credential requirements.
- I. Uniform Complaint Procedure: Charter School will be responsible for establishing and maintaining a Uniform Complaint Procedure which will be distributed to parents/guardians at the time of student enrollment. The District agrees to refer all complaints regarding Charter School operations to the school's chief administrative officer for resolution in accordance with Charter School adopted policies. Parents, students, board members, volunteers and staff at Charter School will be provided with a copy of the school's policies and dispute resolution process and will agree to work within it. In the event that Charter School adopted policies and processes fail to resolve the dispute, the District Board of Trustees agrees not to intervene in the dispute without the consent of Charter School Governing Board unless the matter directly relates to one of the reasons specified in law for which a charter may be revoked.

XI. **SPECIAL PROGRAM/SERVICES AND/OR ACTIVITIES/SPORTS:** In the event that either party to this MOU wishes to have its students and or staff participate in a program/service/activity offered by the other party, advance approval and arrangements must be made. It is fully recognized that expenses for such participation may be charged in order that participation may be agreed upon. Such arrangements must be made with the appropriate site administration in advance and confirmed in writing.

XII. **POLICIES AND PROCEDURES:** Copies of all policies and procedures including Board Minutes of Charter School shall be provided to the District promptly upon adoption by Charter School, but no later than one month after adoption. The District shall be provided copies of any subsequent changes to those policies within one (1) month of adoption by Charter School.

XIII. **ENROLLMENT:** The parties agree that to the extent that enrollment exceeds capacity in any

year of operation; final enrollment will be determined by a random lottery.

The Parties recognize and agree that the Charter School will be open to all students consistent with legal requirements. The Charter School shall adopt and adhere to anti-discrimination policies that are consistent with law and prohibit unlawful discrimination against any protected group. Protected groups put forth under Title IX and in California are enumerated by Cal. Gov. Code §12940, Cal. Ed. Code §§ 200 and 220, Cal. Gov. Code §11135, and include actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnicity, race, ancestry, national origin, religion, color, mental or physical disability, genetic condition or information, and age, as well as association with a member of a protected class. Additionally, it is the policy of the State of California, pursuant to Section 200 that all persons should enjoy freedom from discrimination and/or harassment of any kind in the educational institutions of the state. This includes sexual harassment, which is a form of sexual discrimination (Cal. Ed. Code §231.5).

Charter School shall make a serious and consistent effort to recruit students to Charter School to achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the school district in which Charter School is located.

If a Charter School student is expelled or leaves the charter school without graduating or completing the school year for any reason, Charter School shall notify the superintendent of the school district of a student's last known address within 30 days (pursuant to Cal. Ed. Code §47605(d)(3)), and shall maintain records of such notifications during the Term of this MOU for District Board review upon request.

XIV. GOVERNANCE AND MANAGEMENT:

Charter School agrees to comply at all times with applicable laws, which may include the following:

- The Ralph M. Brown Act ("Brown Act") (Cal. Gov. Code, §§ 54950 *et seq.*);
BROWN ACT: Charter School shall conduct their Board meetings and any other meeting so required according to the Brown Act (Standing Committees, etc.). The Brown Act requires boards to conduct their business in pre-announced and agendaized open session unless specific conditions exist that justify the meeting of a board in closed session. Charter School shall provide by September 15 of each year, the list of their regular meetings for that school year. Charter School agrees to provide to the Superintendent a copy of the agenda for all special and regular meetings of the Charter School Board and Council and other meetings subject to the Brown Act at the time the agenda is posted.
- The California Public Records Act (Cal. Gov. Code, §§ 6250 *et seq.*);
- State conflict of interest laws applicable to charter schools operated by nonprofit corporations, including but not limited to the Political Reform Act/Fair Political Practices Act (Gov. Code, §§87100 *et seq.*);
- The Child Abuse and Neglect Reporting Act (Cal. Penal Code, §§ 11164 *et seq.*);

- The Individuals with Disabilities Education Rights Act (“IDEA”) (20 U.S.C. §§ 1400 *et seq.*);
- The Americans with Disabilities Acts (42 U.S.C. §§ 12101 *et seq.*);
- The U.S. Civil Rights Acts, including Title VII of the 1964 Civil Rights Act;
- The California Fair Employment and Housing Act (“FEHA”) (Cal. Gov. Code, §§12900 *et seq.*);
- The Age Discrimination in Employment Act (“ADEA”) (29 U.S.C. §§ 621 *et seq.*);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §§ 794 *et seq.*);
- Education Code Sections 220 (prohibiting discrimination) *et seq.*;
- The Uniform Complaint Procedure (5 Cal. Code Regs., tit. 5, §§ 4600 *et seq.*);
- The Family Educational Rights and Privacy Act (“FERPA”) (20 U.S.C. §§ 1232g *et seq.*);
- Local Control Funding Formula (California Assembly Bill 97, as codified); and
- All applicable state and federal laws and regulations concerning the improvement of student achievement, including but not limited to any applicable provisions of the Every Student Succeeds Act of 2015.

XV. PUBLIC INFORMATION: Website Posting

Charter School shall post on the Charter School’s website the mandated state and federal documents. **(See Website Posting Requirements Appendix A)**

Charter School will promptly update the postings whenever the information changes, in no event later than ten (10) business days after the change.

Charter School shall comply with SB1375 which requires charter schools to post information regarding Title IX on their website and adds the school’s responsibility to make its website accessible to individuals with disabilities. (Education Code 221.61)

XVI. PUPIL TRANSPORTATION: Charter School shall be responsible for any transportation offered by Charter School to students who enroll in Charter School.

XVII. LEGAL SERVICES AND COSTS: Charter School will be responsible for procuring its own legal counsel and the costs of such service.

XVIII. OVERSIGHT: The Parties agree that the District will incur costs in connection with its performance of supervisory oversight of the Charter School as required by law, and that it is not in the best interests of either Party to require a mechanical assessment, accounting, billing and payment process to compensate the District for such costs. The Parties further agree that the District is not providing the Charter School with substantially rent-free facilities as referenced by Education Code section 47613(b). Therefore, the Parties agree that the actual

cost of the District's supervisory oversight of the Charter School is one percent (1%) of all Charter School's general purpose entitlement and categorical block grants, as defined in subdivisions (a) and (b) of Education Code section 47632. The parties agree that any costs related to legal services or consultation incurred by the District in the day-to-day operation or in connection with dispute oversight between the Charter School and other parties outside this agreement, shall be billed to the Charter School and the District will be compensated or reimbursed for such costs.

"Supervisory Oversight" as used in the Education Code section 47613 is defined in Education Code sections 47604.32 and 47604.33 to mean the District's performance of duties to include, in addition to other duties imposed under the Charter Schools Act and other applicable law, the following:

- Identification of at least one (1) staff member as contact person for the Charter School.
- Visiting the Charter School at least annually.
- Ensuring that the Charter School complies with all reports required of charter schools by law.
- Monitoring the fiscal condition of the Charter School.
- Providing timely notification regarding whether the charter's renewal is granted or denied, the charter is revoked, or the charter will cease operation for any reason.
- Reviewing annual reports and assessing the fiscal condition of the Charter School pursuant to Education Code section 47604.33.

On a quarterly basis, the District shall provide a written invoice and, as necessary, supporting expense information, to the Charter School detailing the amount due for services performed by the District under this MOU, the oversight fee due pursuant to this section and any expenses paid by the District on the Charter School's behalf.

Payment on invoices provided to the Charter School pursuant to this section shall be due within thirty (30) calendar days of receipt unless Charter School has provided written notice to District that it disagrees with invoiced charges. Payments shall be made to the District's Business Services Department. The Charter School may only withhold payment for services, fees or expenses that it has specifically contested. The Charter School shall make payment by check.

XIX. SEVERABILITY: If any provision or any part of this MOU is for any reason held to be invalid and or unenforceable or contrary to public policy, law or statute and/or ordinance, the remainder of this MOU shall not be affected thereby and shall remain valid and fully enforceable.

XX. NON-ASSIGNMENT: No portion of this MOU or the Charter petition approved by the Board

and District may be assigned to another entity without the prior approval of the Board and District.

XXI. WAIVER: A waiver of any provision or term of this Memorandum of Understanding must be by mutual agreement in writing and signed by all parties. Such waiver shall not constitute a waiver of any other provision of this Memorandum of Understanding.

XXII. BOARD TRAINING: The Charter School will orient all new board members and will provide ongoing training needed to enhance the effectiveness of its members to make sound decisions.

XXII. CLOSURE PROCEDURE: In the event that the Charter is revoked, Charter School takes action to close Charter School, or a condition of operation of Charter School specified in this MOU is not met, Charter School shall follow the procedures outlined in the charter for closure and all other State provisions.

XXIII. CONFLICT OF INTEREST: Charter School acknowledges that it is subject to the conflict of interest laws set forth in the California Corporations Code.

XXIV. MATERIAL REVISIONS TO CHARTER

Changes to the Charter deemed to be material revisions may not be made without prior approval from the District Board per Cal. Ed. Code §47607. Changes to the Charter considered to be material revisions include, but are not limited to, the following:

1. Substantial changes to the educational program, mission, or vision of the Charter School, including the addition or deletion of a major program component that is a distinctive feature of the Charter School, such as STEM, language immersion, grade level grouping, arts integration, etc.
2. Adding a classroom-based or non-classroom based program and/or facility not expressly authorized by the Charter.
3. Addition or deletion of grades or grade levels to be served, for the program as a whole or in a given year, not expressly authorized by the Charter, or otherwise required by law.
4. Changes to location of facilities, including school sites, resource centers, meeting space, or other satellite facility including the opening of a new facility. Temporary locations rented for serving students shall be exempt from this provision.
5. Changing the name of the Charter School.
6. Entering into a contract to be managed or operated by any other non-profit public benefit corporation (or any other corporation or entity), such as an Educational Management Organization or a Charter Management Organization other than RSA.

7. Substantial changes to admission requirements and/or enrollment preferences identified in the Charter.

XXV. CHARTER RENEWAL: RSA may seek renewal of the Charter prior to expiration of the Term of the Charter in accordance with statutory provisions.

XXVI. **NOTIFICATION:** All notices, requests, and other communications under this agreement shall be in writing and mailed to the proper addresses as follows:

To the Columbia Elementary:
School District

10140 Old Oregon Trail
Redding, Ca 96003
Attn: Clay Ross, Superintendent

To the Charter School at:

955 Inspiration Place
Redding, CA 96003
Attn: Lane Carlson, Administrator

Except to the extent any subject of this MOU may also be covered in the Charter, This Agreement contains the entire agreement of the parties with respect to the matters covered hereby, and supersedes any oral or written understandings or agreements between the parties with respect to the subject matter of this agreement. No person or party is authorized to make any representations or warranties except as set forth herein, and no agreement, statement representation or promise by any party hereto which is not contained herein shall be valid or binding. The undersigned acknowledges that she/he has not relied upon any warranties, representations, statements or promises by any of the parties herein or any of their agents or consultants except as may be expressly set forth in this MOU and Charter. The parties further recognize that this MOU shall only be modified in writing by the mutual agreement of the parties.

Dated: _____

Lane Carlson, Administrator
Redding School of the Arts

Dated: _____

Jean Hatch, Board President
Redding School of the Arts

Dated: _____

Toby Berens, President
Columbia Elementary School Board

Dated: _____

Clay Ross, Superintendent
Columbia Elementary School District

Appendix A - Website Posting Requirements

Bullying and Harassment Prevention Information – posted board policy can cover (AR 5131.2, AR 5145.3)

Child Abuse & Neglect – Post phone number for reporting on home page (EC 33133.5)

Current Board Agenda – Post on home page at least 72 hours prior to a regular board meeting or 24 hours prior to a special board meeting (BB 9320, BB 9322)

Hate Motivated Behavior – posted board policy can cover (BP 5145.9)

Healthy Schools Act (Integrated Pest Management Plan) – (EC 17611.5)

LCAP Federal Addendum – post on home page (EC 52065(a)(1))

Comprehensive Support and Improvement (CSI) Prompts (with LCAP) - embedded in LCAP

Local Control and Accountability Plans (LCAPs) – post on home page (EC 52065, EC 47606.5)

Mathematics Placement Policy- EC 51224.7

Request for Interdistrict Transfer – post procedures and timelines (EC 46600.2)

Sex Equity in Education Act (Title IX) - post in a prominent location (EC 221.61)

Sex Equity in Education Act (Gender participation in sports) - post for each school (EC 221.9(c)(d))

Title IX Prohibition against Discrimination– post on home page (EC 221.6, 221.61, 234.6)

Suicide Prevention – post policy on home page (EC 234.6)

School Accountability Report Card (SARC) - (EC 35256(c), 35258, 33126)

Special Education Plans – (EC56205.5)

Annual Evaluation of CTE programs (if applicable- receiving Perkins funding)

Citizen's Oversight Committee (if applicable) (EC 15280)

Establishment of Charter Schools – Charter Schools only (EC 47605)

Charter School Enrollment Requirements – Charter Schools only (EC 47605(e)(4)(d))

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

General Reporting

SUBJECT: Agenda Item 2.6 – Review of Governing Board Application

PREPARER: Lane Carlson

RECOMMENDATION: Discussion

BACKGROUND:

The board will review the current Governing Board Application and discuss potential amendments. The amended draft will be provided to the board in May for approval.

- See Attached: Governing Board Application (current)

REFERENCE:

Announcing the nomination of members to the Governing Board of Redding School of the Arts. Board members will serve two-year alternating terms of office that coincides with the fiscal year. Members may serve more than one term.

Those interested in serving on the Governing Board or nominating another to serve, should submit a short written statement that addresses the questions below. **Nominations and accompanying statements should be sent to Redding School of the Arts, 955 Inspiration Place, Redding CA, 96003 or faxed to 530-243-4318, by 5 pm on May 1st:**

1. Name
2. If you are associated with RSA or another charter school, please describe your relationship
3. If you are associated with a district authorizer, please tell us briefly about the school(s) you sponsor.
4. What specific experience(s) or knowledge will you bring to the Governing Board?
5. Why do you want to serve on the Governing Board?
6. What do you hope to accomplish as a Governing Board member?

The RSA Administration will review the applications to ensure that all nominees meet the nominee qualifications.

Board of Directors

The RSA Governing Board is comprised of between seven and nine persons: founding member, two parents of the charter school, staff representative and 3 – 5 community members with a variety of expertise which serve the issues facing charter schools in general and issues concerning RSA only. The Governing Board has primary authority to conduct or oversee all RSA activities and affairs. When appropriate, the Board may delegate some of these responsibilities to one or more committees or individuals. The Board's responsibilities include, among other items:

- Management and oversight of budget and fiscal operations
- Determining overall strategic direction for the organization
- Making final decisions on policy and advocacy activities
- Oversight of the Administration

Nominee Qualifications

RSA is dedicated to furthering the interests of the school community. To this end, individuals with leadership, governance and policy-making responsibilities for RSA should be committed to act on the best interests of the school. To effectively and dutifully serve on the Governing Board, each candidate:

- Shall acknowledge the serious responsibility that accompanies participation on the RSA Governing Board of Directors.
- Shall agree to sign the RSA Conflict of Interest Disclosure statement.
- Shall agree to be bound by the RSA Governing Board Code of Conduct and Ethics.
- Shall not serve in a leadership or policy-making role in an organization whose mission is in conflict with the mission of RSA.

If you have questions regarding the RSA Governing Board of Directors, or the nomination process, please feel free to contact RSA Executive Director at 530-247-6933.

Redding School of the Arts, Inc.
California Not for Profit Corporation

Policy Review & Amendments

SUBJECT: Agenda Item 2.7 – Injury & Illness Prevention Plan - Amended

PREPARER: Carol Wahl

RECOMMENDATION: Discussion/Action to Approve Amended Injury & Illness Prevention Plan

BACKGROUND:

On December 15, 2022, the Occupational Safety and Health Standards Board voted to adopt non-emergency COVID-19 prevention regulations. These regulations took effect on February 3, 2023 and will remain in effect for two years after the effective date, except for the recordkeeping subsections that will remain in effect for three years.

These regulations include some of the same requirements found in the COVID-19 Prevention Emergency Temporary Standards (ETS), as well as new provisions aimed at making it easier for employers to provide consistent protections to workers and allow for flexibility if changes are made to guidance in the future from the California Department of Public Health.

Employers are no longer required to maintain a standalone COVID-19 Prevention Plan. Instead, employers must now address COVID-19 as a workplace hazard under the requirements found in section 3203 (Injury and Illness Prevention Program, IIPP), and include their COVID-19 procedures to prevent this health hazard in their written IIPP or in a separate document.

- The Amended Injury & Illness Prevention Plan will be provided under separate cover.

REFERENCE:
https://www.dir.ca.gov/dosh/coronavirus/Non_Emergency_Regulations/
RSA Policies & Procedures/Governing Board Policies/Policy Adoption

INJURY AND ILLNESS PREVENTION PLAN

**CALIFORNIA CHARTER SCHOOL ASSOCIATION
JOINT POWERS AUTHORITY**

Developed under the guidance of
Poms & Associates Insurance Brokers, Inc.

Adopted June 2011

Revised: ~~April 11, 2019~~ April, 2023

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DRAFT

Purpose - Introduction

The goal of this Injury and Illness Prevention Program (IIPP) is to provide a safe and healthy workplace for all employees and to reduce the risk of occupational injuries and illnesses. To achieve this, Redding School of the Arts, herein after referred to as “RSA”, has developed and implemented an Injury and Illness Prevention Program (IIPP) as required under the California Code of Regulations, Title 8, Chapter 4, Subchapter 7, Section 3203.

The purpose of this manual is to provide a systematic and accessible informational source to communicate the Employee Safety and Health Program and procedures to implement it. Statements contained in this manual are intended to provide for consistent implementation of these procedures. All employees of the RSA are governed by the procedures set forth, unless otherwise stipulated by a specific policy or written statement.

[Redding School of the Arts \(IIPP\) also includes our school site-specific COVID-19 Prevention Procedures designed to control employees’ exposure to the SARS-CoV-2 virus that causes COVID-19 that may occur in our workplace. In addition, it outlines how RSA will respond to COVID-19 in the workplace - isolated cases, close contacts, and workplace outbreaks.](#)

Procedures contained in this manual shall rescind any previous publications governing the same or similar matters. Any questions concerning the currency, interpretation or application of any Employee Safety and Health procedures shall be referred to RSA management.

RSA Safety Policy

It is the RSA policy to promote good health, wellbeing, and occupational safety for its employees, clients, and visitors. This policy endorses programs which:

1. Provide safe and healthful conditions and reduce injuries and illnesses to the lowest possible level. No task is so important and no service so urgent that it cannot be done safely.
2. Assure compliance with federal, state, and local regulations providing for environmental health and occupational safety.
3. Provide information, training, and safeguards to employees regarding health and safety hazards, and to the surrounding community regarding environmental health hazards arising from our operations and events.
4. Install and maintain facilities and equipment in accordance with recognized and accepted standards essential to reduce or prevent exposure to hazards by employees, clients, and visitors.
5. Provide appropriate personal protective equipment to all employees at the RSA's expense when engineering controls are not adequate to minimize exposure.
6. Provide medical services as required by law and as may be dictated by existing circumstances or programs.
7. The RSA has developed and implemented a comprehensive safety program. These programs comply with all federal, state, and municipal laws, codes, acts, regulations and standards relating to health, safety and the environment.

Responsibilities for Safety

Every employee shares an equal responsibility for safety. As such, specific responsibilities for safety are indicated below. Every employee must recognize and enthusiastically fulfill their respective responsibilities for safety. However, responsibility and authority for the implementation and maintenance of the IIPP has been separated by Division according to the following:

RSA Administration, Management & Supervisors - are responsible for the implementation of specific elements of the IIPP and related programs as outlined in this document.

TITLE: Facility Supervisor

ADMINISTRATOR: ~~Pat Karch~~ [Blake Schack](#)

TITLE: Executive Director

ADMINISTRATOR: ~~Margaret Johnson~~ [Lane Carlson](#)

ADMINISTRATION

Administration will effectively execute their safety responsibilities by the following methods:

- Familiarize themselves with the safety program and insure its effective implementation
- Give maximum support to all programs and committees whose function is to promote safety and health.
- Actively participate in Safety Committees
- Be aware of all safety considerations when introducing new procedures, tools or materials to the workplace.

MANAGEMENT AND SUPERVISORS

It is the responsibility of managers and supervisors to develop procedures which ensure effective compliance with the IIP Program. Managers and Supervisors are responsible for setting

acceptable safety policies and procedures for each employee to follow and ensuring employees receive general and specific training. In addition, supervision carries the responsibility for knowing how to safely accomplish the tasks assigned to each employee, for purchasing appropriate personal protective equipment, and for evaluating employee compliance. In effectively executing their safety responsibilities, managers will specifically:

- Be familiar with the Safety Program and insure its effective implementation.
- Enforce recommended safe work conditions and employee actions.
- Provide complete and specific safety training to all employees for the tasks that they perform.
- Provide Personal Protective equipment as required.
- Consistently and fairly enforce all safety rules and OSHA standards.
- Investigate all accidents and near-miss injuries to determine cause, then take appropriate action to prevent repetition.
- Maintain equipment in safe operating condition.
- Inspect work areas often to identify unsafe conditions and work practices. At a minimum, Supervisors and Managers shall utilize self-inspection checklists on a consistent basis.

Employees - will adhere to the RSA's policies and procedures as directed by management. Any employee who fails to adhere to job safety and health rules, RSA policies and procedures, or places others in danger of injury may be subject to disciplinary action as directed by RSA policy. Employee responsibilities include, but are not limited to:

- 1) Adherence to all safety rules and standard operating procedures.
- 2) The appropriate use of personal protective equipment including all safeguards and procedures.

- 3) The prompt reporting of all known and suspected work-related injuries and illnesses, no matter how minor they appear. The report should be made to the employee's supervisor or other appropriate available persons.
- 4) The reporting of all observed unsafe behaviors and conditions. The report should be made to the employee's supervisor or other appropriate available person as soon as the condition is discovered.
- 5) Attend or participate in provided training and retraining programs.

Employee Rights

Employee rights are identified for clarification. Any employee who has questions regarding their rights should discuss their concerns with their supervisor or RSA management.

1. The right to a safe and healthful working environment.
2. The right to receive training in general safe work practices and specific training with regard to hazards unique to any job assignment.
3. The right to be given information and training about potential health hazards of materials and chemicals, and access to Material Safety Data Sheets.
4. The right to refuse work that would violate a health and/or safety standard or order where such violation would pose a real and apparent hazard to his/her safety or health, or the safety or health of others.
5. The right to observe RSA personnel or consultants when harmful substances, subject to CAL-OSHA standards, are monitored and measured in the workplace.
6. The right to be told by the RSA if he/she is being, or has been, exposed to concentrations of harmful substances at levels higher than the exposure limits allowed by CAL-OSHA standards.
7. The right to see and obtain copies of records of exposure to toxic substances, harmful physical agents and medical records maintained by the RSA and the records of exposure to toxic substances and harmful physical agents of employees with similar past or present jobs or working conditions.

8. The right to request an inspection of the work site by making a complaint about unsafe or unhealthful working conditions to CAL-OSHA, which will keep the name of the person who makes the complaint confidential.
9. The employee has the right to an employee representative accompanying RSA or RSA's representative and a CAL-OSHA representative on an inspection, and to talk privately to the CAL-OSHA representative during an inspection.
10. The employee has the right to see any citation the RSA receives posted at or near the place where the violation occurred.

Identifying and Evaluating Unsafe Conditions and Behaviors

Purpose:

Management has the responsibility to identify unsafe conditions and behaviors and to take steps to eliminate hazards and reduce the potential for injuries and illnesses. To ensure that hazards are identified and safety standards are met, assessments of the workplace are to be performed.

When & How:

Safety and health inspections shall be conducted using an inspection checklist. The inspections shall include the facilities and equipment at each RSA site. Inspections shall be conducted:

1. At least quarterly
2. Whenever any new procedure/ equipment is introduced into the workplace.
3. When injuries are investigated.
4. Whenever management is made aware of a new or unrecognized hazard.

The person or persons conducting the inspection shall maintain a copy of the inspections and their recommended corrective action. A copy of the inspection and any associated work requests or other documents associated with correcting an unsafe condition or behavior shall be forwarded to the designated individual. Completed inspection checklists shall be maintained for at least one year. All unsafe conditions and work practices to be corrected shall be listed on the RSA inspection form, and shall include a timetable for the corrections to be completed. The list shall include the nature of the unsafe condition, its location, the date it was identified, and if possible, the person identifying it, the corrective action to be taken (including its start and estimated completion dates) and the date it was actually corrected. Once the corrections are completed, the program coordinator shall notify the employee and department supervisor and post the notice in the assigned location.

In addition to the official site inspections, employees who may observe unsafe conditions or work practices can report such concerns on the "Report and Correction of Unsafe Conditions or Work Practices" form (Appendix C). Notice of this form's availability shall be made to all employees during training and will include information as to where the forms may be obtained. Employees shall be informed that they may fill out the form anonymously if they prefer and that no reprisal can or will be taken against them for unsafe conditions or work practices they may report. In addition, employees shall be informed that they may telephone Cal-OSHA to verbally report unsafe conditions or work practices if they so choose. All received notices (either verbal or on the reporting form) shall be investigated within a reasonable time.

RSA may choose to use other resources and expertise outside of the RSA to evaluate the sites for general or specific safety, health or environmental protection concerns. The findings of these inspections will be documented in writing and provided to the Governing Board. RSA will follow up on the recommendations made by the outside resources in the same manner as the internally conducted inspections.

Correction of Unsafe Conditions and Behaviors

When a hazardous situation is identified during a safety inspection or otherwise becomes known to the department supervisor or any other member of management, RSA shall take immediate corrective action. When an imminent hazard ~~exists~~exists, which cannot be readily corrected without endangering employees, visitors, and/or property, all employees and visitors shall be removed from the work area except those persons required to correct the hazardous condition. RSA Administration shall be immediately notified upon recognition of an imminent hazard situation in their area.

Injury and Illness Reporting and Investigation

It is the responsibility of RSA's management to investigate all injuries, illnesses or near misses and to report them on the RSA's "Incident Investigation Form," ([Appendix B](#)). RSA management will submit the form to Director of Business as well as retain a copy.

The procedure for reporting and investigating all injuries is as follows:

Injury & Illness Reporting:

- a. Injured employee reports any known or suspected injury to RSA management, including near misses. Near miss incidents are defined as incidents that did not lead to an actual injury, but which could have and which may or may not have caused property damage.
- b. RSA management will review all reports and take action as deemed necessary. Injuries will be reported to RSA Administration in a timely manner, and if required, recorded on the OSHA 300 form.
- c. The injury will be reported to CAL-OSHA when and how required. A report of any serious injury, illness or death must be made to CAL-OSHA immediately. Immediately means as soon as practically possible but not longer than eight hours after the RSA knows or with diligent inquiry would have known of the death or serious injury or illness. The contact number for California is (415)-703-5100. Serious injury or illness means any injury or illness which:
 - i. Occurs in a place of employment or in connection with any employment which requires inpatient hospitalization for a period in excess of 24 hours for other than medical observation.
 - ii. An employee suffers a loss of any member of the body or serious degree of permanent disfigurement, but does not include any injury or illness or death caused by the commission of a penal code violation, except the violation of section 385 of the penal code, or an accident on a public street or highway.

If RSA can demonstrate that urgent circumstances exist, the time frame for the report may be made no longer than 24 hours after the incident. When making such a report, the following information, if available, will be provided:

- i. Time, date and location of the incident.
- ii. RSA's name, address and telephone number.
- iii. Name and job title of the person reporting the incident.
- iv. Name of person to contact at the site of the incident.
- v. Name and address of injured/ill employee(s).
- vi. Nature of the injury or illness.
- vii. Location where injured employee(s) were moved to.
- viii. List of other law enforcement agencies present at the site of the incident.

- ix. Description of incident and whether the incident scene or equipment involved has been altered.

Injury & Illness Investigation:

The initial investigation and report preparation for all claims is the responsibility of RSA management. All investigations will be documented using the RSA's "Incident Investigation Form" (Appendix B). RSA management will participate in the investigation of all serious or potentially fraudulent claims. The investigation form is used for the following purposes:

1. Interviewing injured workers and witnesses immediately
2. Examining the workplace for factors associated with the accident/exposure
3. Determine the cause of the accident/exposure
4. Taking corrective action to prevent the accident/exposure from reoccurring
5. Recording the findings and actions taken on the appropriate form.

Good preparation by department managers and supervisors is necessary. This includes a careful review of witnesses' statements. Interview the witness separately, and let them describe the incident in their own words. Ask the witnesses and victims to share their thoughts regarding the means to prevent a recurrence. After investigating the incident, RSA management should have the answers to the following:

- a. A description of what happened.
- b. A description of when and where the incident occurred.
- c. Who was affected?
- d. Why did it happen and what can be done to prevent a similar incident?

Follow-up Action:

Once corrective action is developed, the department manager or supervisor is responsible for ensuring the actions are implemented. The corrective actions should be reviewed to determine if they are effective.

OSHA Form 300:

The Occupational Safety and Health (OSH) Act of 1970 requires certain employers to prepare and maintain records of work-related injuries and illnesses. Use OSHA form 300 to record the type and severity of each work-related injury/illness. Recording criteria for work-related injuries and illnesses can be found in 29 CFR Part 1904-Recording and Reporting Occupational Injuries and Illnesses. Certain employers are not required to keep OSHA injury and illness records if they are classified in specific Standard Industrial Classification Codes (SIC).

[Schools do not have to use Cal/OSHA Form 300. Schools, however, must report to Cal/OSHA any workplace incident that results in a serious injury or illness, or death. Also, schools may be asked to participate in an annual OSHA survey or to provide data to the Bureau of Labor Statistics.](#)

Communication with Employees

The safety program requires that adequate communication exists for all safety issues of concern to the RSA and its employees. RSA management must be sure that every employee is able to freely communicate any concerns they have regarding safety, and that the RSA will respond and resolve any safety issues that arise.

Methods of Communication:

Employee Meetings - Safety topics will be discussed at various employee meetings. Written safety, health and environmental protection information, as well as RSA policies and procedures, may be distributed at employee meetings.

Anonymous Notifications and Suggestions - The RSA encourages the anonymous notification of hazards by employees.

Printed Materials - Written safety, health and environmental protection information will be provided to employees via handouts, posters, and other informational sources.

Posting of OSHA Form 300A -RSA, if required, will annually post the OSHA Form 300A– Summary of Work Related Injuries and Illnesses.

Employee Training and Education

Purpose:

The goal of our safety training program is to develop safe work habits and attitudes. It is critical that new workers understand RSA rules and procedures prior to being assigned a job. RSA management is required to provide each employee with the appropriate safety training necessary to ensure they understand how to complete their work tasks correctly and safely. Safety training activities shall be documented and maintained by RSA management.

Types of Training:

New Employee Orientation – This training should include, but may be limited to, employee responsibilities for working safely and general safety rules. New employees shall be provided

with the RSA's health and safety rules upon hire. [Classes training courses](#) may include but are not limited to the following:

1. General Safety Orientation
2. [Workplace Injury/Illness Prevention Training](#)
3. Hazard Communication
4. Back Injury and Lifting
5. [Coronavirus COVID-19 Prevention: Awareness What You Need to Know](#)
6. ~~Coronavirus: CDC Guidelines for making & using face coverings~~
7. ~~Coronavirus: Cleaning and disinfecting your workplace~~
8. ~~Coronavirus: Managing stress and anxiety~~
9. ~~Coronavirus: Preparing your household~~
10. ~~6. Drug Free Workplace~~
11. ~~7. First Aid~~
12. ~~General Ethics in the workplace~~
13. ~~1. General Safety Orientation~~
14. ~~HIV/AIDS Awareness~~ [CW1]
15. ~~8. Mandated Reporter: Child Abuse and Neglect~~
16. ~~9. Playground Supervision~~
17. ~~Safety Data Sheets~~
18. ~~10. Sexual Harassment Prevention for Non-Managers~~
19. ~~11. Workplace Bullying: Awareness and Prevention~~
20. ~~Workplace Injury Prevention~~
21. ~~12. Emergency Preparedness~~
22. ~~13. Bloodborne Pathogens~~
23. ~~Ergonomics~~
24. ~~Lockout/Tagout~~
25. ~~14. Material Handling Custodial/Maintenance Prevention Procedures~~

1. Position Safety Orientation – Regardless of years of service, when employees move to new positions, they should receive position safety training. This training should include, but not be limited to, information they need to know to perform their new position safely, such as general hazards, clean-up duties, housekeeping responsibilities and job specific safety procedures.
2. Planned Safety Talks – Job safety training is a continuous effort. Planned safety talks are conducted on a regular basis, and topics include but are not limited to: new substances; any new processes, procedure or equipment introduced into the workplace; changes made to an existing process, procedure or equipment; and incident reviews.
3. Correctional Safety Talks – These talks occur when an employee is observed working unsafely. The department manager or supervisor will counsel the employee to correct their behavior.

4. Refresher Training – Many safety, health and environmental protection standards require specific employee training during the initial and annually scheduled training. This training will be conducted in accordance with California regulations and RSA policies and procedures.
5. Introduction of New Processes - Whenever a new substance, process, and/or procedure are introduced; the employer must provide adequate training to reflect the change and possible hazards.

Recordkeeping

Documentation of the activities associated with the implementation of and adherence to the RSA's IIPP is maintained in order to provide proof of those activities to administering agencies and to provide various measurements that reflect the effectiveness of the program.

Mandatory records include, but may not be limited to:

1. Workplace Inspections
2. Employee Training
3. Occupational Injuries and Illnesses
4. Quarterly Safety Team Meetings [Agendas and Minutes](#)

Covid-19 Prevention Procedures

[COVID-19 is a recognized hazard in our workplace that is addressed through our IIPP, which will be effectively implemented and maintained to ensure the following:](#)

1. [When determining and reviewing measures to prevent COVID-19 transmission and identifying and correcting COVID-19 hazards in our workplace.](#)
 - a. [All persons on campus are identified as potentially infectious.](#)
 - b. [COVID-19 is treated as an airborne infectious disease. RSA will follow all required State of California or CDPH orders and guidance will be reviewed when determining measures to prevent transmission and identifying and correcting COVID-19 hazards. COVID prevention controls include:](#)
 - i. [Use of Facemasks as required by CDPH](#)
 1. [As noted in CDPH Guidance for the Use of Face Masks, "no person can be prevented from wearing a mask as a condition of participation in an activity or entry into a venue or business \(including schools or childcare\), unless wearing a mask would pose a safety hazard" \[e.g., watersports\].](#)

2. As noted in Cal/OSHA COVID-19 Prevention Non-Emergency Regulations, "Employers shall provide face coverings and ensure they are worn by employees when required by a CDPH regulation or order."
- ii. RSA will ensure access to Covid-19 Antigen tests. Checking with local public health for availability and resources offered by the **California COVID-19 Testing Task Force**.
- iii. Optimizing Indoor Air Quality-effectively maintaining our LEAD certified ventilation systems Provide access to Covid-19 Antigen tests for school community
- iv. Teach and reinforce the proper hand hygiene for students and staff as well as teach and reinforce etiquette for covering coughs and sneezes to stop spread of infectious diseases.

Covid-19 Reporting and Managing Cases to prevent further spread

All responses to Covid-19 will be compliant with State of California, CDPH guidance for schools and OSHA regulations.

1. Google documents (required: **Staff Absent-Covid-19** & recommended: **Student Covid-19 Record Sheet**) managed by administration will be used to keep a record of and track all COVID-19 cases. These records will be retained for two years beyond the period in which it is necessary to meet the requirements of CCR, Title 8, sections 3205, 3205.1, 3205.2, and 3205.3. The notices required by subsection 3205(e) will be kept in accordance with Labor Code section 6409.6 or any successor law.
2. All personal identifying information of COVID-19 cases or persons with COVID-19 symptoms, and any employee required medical records will be kept confidential unless disclosure is required or permitted by law. Unredacted information on COVID-19 cases will be provided to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH) immediately upon request, and when required by law.
3. Staff and students will be encouraged to stay home when ill. Anyone who develops new, unexplained symptoms should not return to campus until it is clear that symptoms are mild and improving or are due to a non-infectious cause (e.g., allergies). This includes waiting until 24 hours have passed since resolution of fever without the use of fever-reducing medications.
 - a. If symptoms are concerning for COVID-19, RSA will strongly encourage that individuals get tested immediately. Staff and students should also follow CDPH recommendations for retesting and/or isolating if results are positive.

4. Responding to Individuals who have tested Positive for Covid-19: Effective procedures for both students and staff will incorporate the latest CDPH guidance and State of California or OSHA requirements and include:
 - a. Immediately excluding COVID-19 positive cases (including employees excluded under CCR, Title 8, section 3205.1) according to the following requirements:
 - i. COVID-19 cases who do not develop COVID-19 symptoms will not return to work during the infectious period.
 - ii. COVID-19 cases who develop COVID-19 symptoms will not return to work during the shorter of either of the following:
 1. Infectious Period (2 days prior to symptoms or positive test- until day 5)
 2. Through 10 days after the onset of symptoms and at least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medication
 - iii. Regardless of vaccination status, previous infection, or lack of COVID-19 symptoms, a COVID-19 case must wear a face covering in the workplace until 10 days have passed since the date that COVID-19 symptoms began or, if the person did not have COVID-19 symptoms, from the date of their first positive COVID-19 test.
 - iv. Elements i. and ii. apply regardless of whether an employee has been previously excluded or other precautions were taken in response to an employee's close contact or membership in an exposed group.
5. Covid-19 Outbreaks- see Appendix E for additional considerations in cases of identified Covid-19 Outbreaks as defined by local Public Health or CDPH.
 - a. Reviewing current California Department of Public Health (CDPH) guidance for persons who had close contacts, including any guidance regarding quarantine or other measures to reduce transmission.
 - b. Students diagnosed with COVID-19 will be provided information on recommendations listed in **Table 1 (Persons with COVID-19)** of CDPH's guidance for the general public.
 - c. If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted.
 - d. Upon excluding an employee from the workplace based on COVID-19 or a close contact, **Redding School of the Arts** will provide excluded employees information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws. This includes any benefits

available under legally mandated sick leave, workers' compensation law, local governmental requirements, and **Redding School of the Arts** leave policies and leave guaranteed by contract.

- e. Administration will notify staff if a Covid-19 positive case occurs on campus and recommend testing if employee develops symptoms.

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Appendix A- Code of Safe Working Practices

1. All persons shall follow these safe practice rules, render every possible aid to safe operations, and report all unsafe conditions or practices to the ~~supervisor~~^{supervisor} or ~~superintendent~~^{Executive Director}.
2. Management shall insist upon employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take such action as is necessary to obtain observance.
3. All employees shall be given annual accident prevention instructions. Anyone known to be under the influence of drugs or intoxicating substances that impair the employee's ability to safely perform the assigned duties shall not be allowed on the job while in that condition.
4. Horseplay, scuffling, and other acts that tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
5. Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
6. All hazardous chemicals will be identified properly with a label and Material Safety Data Sheet. All Material Safety Data Sheets will be posted in a well visible area and made available upon request.
7. No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
8. Employees shall not enter manholes, underground vaults, chambers, tanks, silos, or other similar places that receive little ventilation, unless it has been determined that it is safe to enter.
9. Employees shall be instructed to ensure that all guards and other protective devices are in proper places and adjusted, and shall report deficiencies promptly to the supervisor.
10. Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from their supervisor.
11. All injuries shall be reported promptly to the supervisor/ Administrator supervisors that arrangements can be made for medical or first aid treatment.
12. When lifting heavy objects, use the large muscles of the leg, instead of the smaller muscles of the back shall be used.
13. Inappropriate footwear or shoes with thin or badly worn soles shall not be worn.
14. Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from the falling objects.

A record of safety meetings is available upon request and in the front office.

Appendix B - Incident Investigation Form

Store Location-	Department-	
Location of Incident (Be specific – eg. aisle 10)	Date of incident or onset _____ Time _____ am/pm	Date reported accident/incident

Name of employee involved (last name first – please print) _____

Age: _____ Sex: M / F

Date of employment: _____ Occupation/Position: _____

Experience (time) in job: _____ Employee works Full/ Part time (circle one)

Supervisor's name: _____ Supervisor's Contact number: _____

Object/equipment/substance inflicting damage/injury: _____

Nature of injury (eg. Cut, slip and fall) _____ Body part(s) affected: _____

Was the employee acting in the normal course of employment? Yes/No

Did the employee go for medical treatment? Yes/No If yes, where? _____

Did the employee decline medical treatment? Yes/No

Was anyone else involved in the incident? Yes/No Who? _____

Were there any witnesses? Yes/No Witness(s) name _____

Describe the event and how it occurred:

Supervisor's Signature: _____ Date: _____

Signed by Person Involved: _____

Appendix C - Report of Unsafe Conditions or Work Practices

Name of individual reporting the condition (optional): _____

Job Title: _____ Condition Date: _____

Summary: *Reporting individual to fill out. (Use separate sheet if needed)*

Location: *Reporting Individual to fill out.*

Causes of Condition: *To be completed by the individual investigating the condition*

What action, if any, has been taken to reduce or eliminate hazard/ exposure?

Condition investigated by: _____ Date: _____

Signature: _____

Appendix D - Evacuation Locations

All evacuation exits are posted within the facility at various locations near the exit doors.

Appendix E – Covid-19 Outbreaks: Additional Considerations

This addendum will be considered if three or more employee COVID-19 cases within an exposed group visited the workplace during their infectious period at any time during a 14-day period, unless a CDPH regulation or order defines outbreak using a different number of COVID-19 cases and/or a different time period. Reference CCR, Title 8 section 3205.1 for details.

This addendum will stay in effect until there are one or fewer new COVID-19 cases detected in the exposed group for a 14-day period.

COVID-19 testing

We immediately provide COVID-19 testing available at no cost to our employees within the exposed group, regardless of vaccination status, during employees' paid time, except for returned cases and employees who were not present at the workplace during the relevant 14-day period(s).

Additional testing is made available on a weekly basis to all employees in the exposed group who remain at the workplace.

Employees who had close contacts will have a negative COVID-19 test taken within three to five days after the close contact or will be excluded and follow our return-to-work requirements starting from the date of the last known close contact.

Face Coverings

Employees in the exposed group, regardless of vaccination status, will wear face coverings when indoors, or when outdoors and less than six feet from another person, unless one of the exceptions in our CPP applies.

Respirators

Employees will be notified of their right to request and receive a respirator for voluntary use, as stipulated in our CPP.

COVID-19 investigation, review, and hazard correction

[Name of company or workplace] will perform a review of potentially relevant COVID-19 policies, procedures and controls, and implement changes as needed to prevent further spread of COVID-19 when this addendum initially applies and periodically thereafter. The investigation, review, and changes will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
 - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
 - Our COVID-19 testing policies.
 - Insufficient supply of outdoor air to indoor workplaces.
 - Insufficient air filtration.
 - Insufficient physical distancing.
- Review updated every 30 days that CCR, Title 8 section 3205.1 continues to apply:
 - In response to new information or to new or previously unrecognized COVID-19 hazards.
 - When otherwise necessary.
- Any changes implemented to reduce the transmission of COVID-19 based on the investigation and review, which may include:
 - Moving indoor tasks outdoors or having them performed remotely.
 - Increasing the outdoor air supply when work is done indoors.
 - Improving air filtration.
 - Increasing physical distancing to the extent feasible.
 - Requiring respiratory protection in compliance with CCR, Title 8 section 5144.
 - Other applicable controls.

Ventilation

Buildings or structures with mechanical ventilation will have recirculated air filtered with Minimum Efficiency Reporting Value (MERV)-13 or higher efficiency filters, if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, filters with the highest compatible filtering efficiency will be used. High Efficiency Particulate Air (HEPA) air filtration units will be used in accordance with manufacturers' recommendations in indoor areas occupied by employees for extended periods, where ventilation is inadequate to reduce the risk of COVID-19 transmission.

These ventilation requirements will continue to be implemented after the outbreak has passed and CCR, Title 8 section 3205.1 is no longer applicable.

Major Outbreaks

The following will be done while CCR, Title 8 section 3205.1 applies if 20 or more employee COVID-19 cases in an exposed group visited the worksite during their infectious period within a 30-day period:

- The COVID-19 testing will be required of all employees in the exposed group, regardless of vaccination status, twice a week or more frequently if recommended by [enter name of local health department]. Employees in the exposed group will be tested or excluded and follow our CPP return to work requirements. The twice a week testing requirement ends when there are fewer than three new COVID-19 cases in the exposed group for a 14-day period. We will then follow weekly testing requirement until there are one or fewer new COVID-

19 cases in the exposed group for a 14-day period.

- Report the outbreak to Cal/OSHA.
- Provide respirators for voluntary use to employees in the exposed group, encourage their use, and train employees according to CCR, Title 8 section 5144(c)(2) requirements.
- Any employees in the exposed group who are not wearing respirators as required will be separated from other persons by at least six feet, except where it can be demonstrated that at least six feet of separation is not feasible, and except for momentary exposure while persons are in movement. Methods of physical distancing include:
 - Telework or other remote work arrangements.
 - Reducing the number of persons in an area at one time, including visitors.
 - Visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel
 - Staggered arrival, departure, work, and break times.
 - Adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees.

When it is not feasible to maintain a distance of at least six feet, individuals will be as far apart as feasible.

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Policy Review & Amendments

SUBJECT: Agenda Item 2.8 – Curriculum Development & Modification
Policy - Amended

PREPARER: Lane Carlson

RECOMMENDATION: Discussion/Action to Approve

BACKGROUND:

The policy has been amended to reflect current practice.

REFERENCE:

RSA Policies & Procedures/Governing Board Policies/Policy Adoption

Curriculum Development and Modification

Development and implementation of curriculum shall be a top priority of the ~~Board~~ Director/Administrator and an on-going process which is part of the routine operation of the Board. The Board shall ensure that the charter school is ~~providing~~ a comprehensive instructional program to serve the educational needs of ~~the charter school's~~ students. The Board accepts responsibility for ~~establishing-overseeing~~ what students should learn. Therefore, the Board shall adopt a curriculum which reflects the goals and objectives of ~~the community~~ all stakeholders to the greatest extent possible and which ensures the adoption of instructional materials consistent with state content standards and frameworks and have been adopted by the State Board of Education. In addition, the instructional program will include implementation of a course of instruction that sufficiently prepares pupils to meet graduation requirements.

The Director/Administrator of the charter school or ~~his/her~~ designee shall have the general coordinating authority over the design and development of the curriculum. The Director/Administrator of the charter school or ~~his/her~~ designee shall develop a process for curriculum review and development, which shall include the participation of teachers, administrators, students, parents/guardians and members of the community.

The Director/Administrator of the charter school or ~~his/her~~ designee shall keep the Board informed regarding current curriculum efforts and student achievement. The Director/ Administrator of the charter school or ~~his/her~~ designee shall provide all necessary assistance to the Board in reviewing reports, information and data on each curriculum area for evaluation and adoption by the Board. Prior to adoption of curriculum, the Board shall discuss its findings with teachers, administrators, students, parents/guardians and members of the community.

Curriculum improvement is to be based upon:

1. Research that is educationally sound;
2. Change in legislation;
3. Needs of students, teachers, and parents.
4. Preparation to meet high school graduation requirements.

The following are to be considered when making any changes in program or curriculum:

1. Costs within budget approved by the Board;
2. Available facilities, material and personnel.

The Director/Administrator of the charter school or ~~his/her~~ designee shall have the responsibility for implementing an instructional program which is articulated at all levels.

All curriculum shall be adopted by the Board; elimination of curriculum must also be approved by the Board.

The Director/Administrator of the charter school or ~~his/her~~ designee shall form a joint study committee of teachers, administrators, students, parents/guardians and members of the community.

The committee is to develop an information sheet describing the curriculum/program change. Committee shall give its findings and recommendations to the Board. The Board shall either approve or reject the Committee's findings and recommendations. Any rejections must be in writing with the reasons for rejecting the Committee's findings and recommendations.

Adopted: January 14, 2011
Amended: March 14, 2013
Amended: November 8, 2022
Amended: April 64, 2023

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**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Policy Review & Amendments

SUBJECT: Agenda Item 2.9 – Board Duties & Responsibilities:
Delegation of Power - Amended

PREPARER: Tiffany Blasingame/Lane Carlson

RECOMMENDATION: Discussion/Action to Approve

BACKGROUND:

The policy has been amended to reflect current practice.

REFERENCE:

RSA Policies & Procedures/Governing Board Policies/Policy Adoption

Board Governance Board Policy #1 BOARD DUTIES AND RESPONSIBILITIES; DELEGATION OF POWER

Charter schools are governed by boards, not by individual board members. While understanding their separate roles, the Board of Directors and the School Director work together as a governance team in operating Redding School of the Arts. The governance team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively. In consideration of these guiding principles, the following policy identifies the role of the Board and the role of the Director.

The Redding School of the Arts Charter School ~~is a will be a~~ school under the umbrella organization Redding School of the Arts, Inc. ~~a the~~ California Public Benefit Corporation pursuant to California law. The school ~~is will be~~ governed by ~~the~~ Redding School of the Arts, Inc. The Governing Board, which consists of two parent representatives from the school elected by the Parent Teacher Council, one original founder of Redding School of the Arts, ~~and~~ three to five community representatives. All representatives will serve a two-year alternating term of office that coincides with the fiscal year. Representatives may serve more than one term. Selection criteria for choosing board members will include completion of an application, commitment to the school and readiness to accept responsibilities. Redding School of the Arts charter provides for one representative from the staff to serve as the liaison on the school's Governing Board. The staff ~~is~~ representative will serve and facilitate communications and mutual understanding between Redding School of the Arts, the governing board, and the granting agency. The Governing Board will ensure that the Brown Act is followed to maintain transparency and compliance with state regulations.

This organizational structure ~~will~~ supports student success by incorporating representatives from key stakeholders in an important decision-making arena. The school will orient all new board members and will provide ongoing training needed to enhance the effectiveness of its members to make sound decisions.

Several of the school's existing board members have attended workshops and conferences to develop ~~and hone~~ their charter school and governance knowledge and skill set. ~~Theis~~ board ~~is to~~ will ensure the long-term stability of the school through participation of stakeholders, thereby fostering decisions more likely to meet the needs of all stakeholder groups. Inclusion of members bringing needed expertise to the table will also strengthen the school as a viable enterprise. The board will also ensure the success and long-term viability of the school by working with the School Director in establishing key goals, regularly monitoring the school's progress toward achieving the goals, and responding as appropriate.

Role of the Governing Board

Traditionally, the board delegates the responsibility for implementation of these tasks to the School Director and administrative staff subject to formal board action. These duties include:

Vision and Strategic Plan:

- The Board drafts, modifies and approves the School Mission and in each subsequent year, reevaluates the School Mission;
- The Board reviews, provides input and approves the one- and five-year Strategic Plans submitted by the School Director;

- The Board adopts policies to successfully implement the School Mission, Vision, and Strategic Plans.
- The Board oversees all matters of general policy ~~the School Director~~ to ensure that the School Mission, Vision, Values, and Strategic Plans are reflected in the day to day operations of the school and that all policies follow State Education Code, Government Code, and Health and Safety Code, including ensuring that the curriculum aligns with the School Mission.

Academic Performance Monitoring and Curriculum:

- The Board, or a committee thereof, annually reviews student performance based on state- and federally-mandated assessments and approves goals for student achievement;
- The Board, or a committee thereof, periodically reviews student performance based on school level assessments and approves goals for student achievement on school level assessments;
- The Board reviews and adopts academic policies to achieve the student achievement goals;
- The Board approves all academic performance reports to all federal, state and local agencies as required by law;
- The Board approves a Local Control Accountability Plan and annually reviews, approves updates and adopts ~~approves~~ it.
- The Board, or a committee thereof, reviews ~~researches or develops~~ student data collection systems and periodically updates ~~reviews~~ them to ensure their effectiveness.
- The Board, or committee thereof, approves a comprehensive instructional program to serve the educational needs of the charter school's students.

Staffing and Personnel:

- The Board reviews and approves personnel policies and any amendments thereto;
- The Board hires and terminates, upon nomination and recommendation of the School Director, all personnel. When the Board does not agree with a personnel recommendation by the School Director, the decision of the Board is final after further consideration appropriate to the circumstances.
- The Board hires, evaluates, and terminates the employment of the School Director.
- The Board establishes performance goals for the School Director and communicates the goals to the School Director;
- The Board annually reviews the School Director's performance;
- The Board annually reviews the School Director's employment contract, and reevaluates it yearly;

- The Board establishes and annually reviews the School Director succession and recruitment plans;
- The Board approves the salaries and compensation policies for all School personnel in compliance with any applicable state laws and collective bargaining procedures (if applicable);

Parent, Student and Community Relations

- The Board, or a committee thereof, hears and decides student expulsion recommendations; ➤ The Board, or a committee thereof, hears and decides student suspension appeals;
- The Board reviews and approves student and parent policies and any proposed amendments thereto;
- As needed, the Board communicates with the media and community at large consistent with the School's Mission and Vision;

Finance and Budget

- The Board reviews and approves the fiscal management and internal controls policies and any proposed amendments thereto;
- The Board reviews and approves the school's annual academic calendar and class schedule;
- The Board, or a committee thereof, solicits and selects the school's independent financial auditor, review oversees the auditor's work, and receives the auditor's report(s);
- The Board, or a committee thereof, reviews and adopts and amends the annual budget as well as interim and annual financial statements;
- The Board, or a committee thereof, reviews and approves the audit report;
- The Board monitors the responses to the audit report and implementation

thereof.

Facilities

- The Board enters into financing and building contracts;
- The Board approves construction and remodeling of facilities;
- The Board, or a committee thereof, researches school sites as needed, and funding and

facilities options;

- The Board, or a committee thereof, makes recommendations on facilities needs and policies.

Board Internal Business

- The Board drafts, reviews and approves board policies and amendments thereto;
- The Board recruits prospective Board members;
- The Board orients new Board members;
- The Board, as needed, provides training to its members;
- The Board develops and yearly implements a Board self-evaluation. From time to time, the Board re-evaluates its self-evaluation process.

Charter Performance and Renewal

- The Board annually reviews the school performance reports;
- The Board, as needed, reviews charter school renewal proposals and reports.

Delegation of Power to the School Director

The Board delegates the following powers to the Director, or his/her delegate:

Vision and Strategic Plan:

- The School Director provides input to the Board when it drafts, modifies and approves the School Mission and in each subsequent year when it reevaluates the School Mission;
- The School Director drafts and submits to the Board the School's one- and five-year Strategic Plans;
- The School Director implements the Board-adopted policies to ~~execute~~ **implement** the School Mission and Strategic Plans, ~~by among other things adopting appropriate procedures and training staff on the policies and procedures.~~

Academic Performance Monitoring and Curriculum:

- The School Director creates a report reflecting student performance based on state- and

federally-mandated assessments, provides a copy to the Board, and reviews the performance with the Board, or a committee thereof. When setting goals for student achievement on national assessments, the School Director, and provides performance goals to the Board for input and approval and when setting goals for student achievement on national assessments, and The School Director implements the goals for student achievement on such assessments;

- The School Director, quarterly, creates a report reflecting student performance based on school level assessments, provides a copy to the Board, and reviews the performance with the Board, or a committee thereof. When setting goals for student achievement on school level assessments, the School Director provides performance goals to the Board for input and approval and implements the goals for student achievement on such assessments;
and provides performance goals with input from the Board when setting goals for student assessment on school level assessments. The School Director implements the goals for student achievement on school level assessments;
- The School Director implements Board adopted policies to achieve the student achievement goals, by among other things, adopting appropriate procedures and training staff on policies and procedures;
- The School Director consults with teachers, administrators, other school personnel, parents and pupils in developing the Local Control and Accountability Plan and annual updates to the local control and accountability plan, which is approved by the Board annually;
- The School Director creates all academic performance reports required by all federal, state and local agencies as required by law and provides them to the Board for approval;
- The School Director develops the school calendar and class schedule and provides them to the Board for approval.
- The School Director and curriculum committee thereof, develop and update the comprehensive instructional program, as needed, for Board approval.
- The School Director develops the process for curriculum review and development, which includes the participation of teachers, administrators, students, parents/guardians and members of the community.
- The School Director implements the instructional program which is articulated at all levels.

Staffing and Personnel:

- The School Director drafts all personnel policies and presents them to the Board for review and approval. The School Director also recommends any proposed amendments to the personnel policies and presents them to the Board for review and approval;
- The School Director nominates and recommends hiring and terminating all school personnel, other than the Director, and presents those nominations and recommendations to the Board, for final approval or rejection. The School Director is responsible for all recruitment activities associated with the hiring of school personnel;
- The School Director recommends the salaries for all School personnel in compliance with

any applicable state laws and collective bargaining procedures (if applicable) to the Board for final approval;

- The School Director ensures that all school personnel are evaluated on a yearly basis and creates the process for such evaluation;
- The School Director implements all personnel policies, including the school's internal complaint procedures. If applicable, the School Director presents employee grievances to the Board, which hears and decides them (only applicable if employees are given grievance rights under a contract or collective bargaining agreement).

Parent, Student and Community Relations

- The School Director implements the policies and procedures adopted for student expulsion and recommends student expulsions to the Board, upon completion of the school-level procedures.
- The School Director follows the policies and procedures adopted for student suspensions and refers any student appeals to the Board to hear and decide such appeals;
- The School Director drafts, and subsequently implements the Board adopted student and parent policies, which includes by, among other things, adopting appropriate procedures and training staff on the policies and procedures. The School Director drafts amendments to the student and parent policies, and presents them to the Board for approval;
 - At the request of the Board, the School Director communicates with the media and community at large in a fashion that is consistent with the School's Mission and Vision;

Finance and Budget

- The Chief Business Officer^[1] drafts and subsequently implements the Board adopted fiscal policies, which includes by, among other things, adopting appropriate procedures and training staff on the policies and procedures. The School Director drafts amendments to the fiscal policies, and presents them to the Board for approval;
- The Chief Business Officer drafts and submits to the Board, or a committee thereof, the quarterly and yearly budget drafts;
- The Chief Business Officer drafts and submits to the Board the final quarterly and yearly budgets and other required financial statements;
- The Chief Business Officer implements the responses to the audit report as instructed by the Board.

Facilities

- ~~The Executive Director~~ ~~The Chief Business Officer~~ conducts school site needs assessments at the direction of the Board.

- The Executive Director~~Chief Business Officer~~ conducts capital campaigns as needed;
- The Executive Director~~Chief Business Officer~~ implements any facilities policies.

Charter Performance and Renewal

- The School Director annually drafts any required school performance reports for Board review;
- The School Director, as needed, drafts charter school renewal proposals and reports.

Adopted: December 11, 2008
Amended: September 10, 2015
Amended: September 13, 2018
Amended:

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Personnel Reporting

SUBJECT: Agenda Item 2.10 – Personnel Updates

New Hires:

- Ali Hijazi – 3/16/2023 Custodian
- Shelley Tan – 2023/24 SpEd/MTSS Director

PREPARER: Lane Carlson

RECOMMENDATION: Discussion/Action to Approve

BACKGROUND:

It is the Governing Boards responsibility to hire and terminate, upon nomination and recommendation of the School Director, all personnel.

REFERENCE:

Governing Board Policies/Board Duties & Responsibilities/Staffing & Personnel