



REDDING SCHOOL of ARTS
WHERE EDUCATION AND THE ARTS CONNECT

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

Tuesday, November 10, 2020

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

Zoom Video Conference Meeting

Meeting ID: 874 3053 4367

Passcode: 2TrwtW

Zoom Link: <https://us02web.zoom.us/j/87430534367?pwd=U04xSWYzNFdITGtKSXBJM1BYOER3Zz09>

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Meeting ID: 874 3053 4367

Passcode: 274393

Open Session: 5:45 p.m.

Meeting called to order by Presiding Officer Steven Riley at 5:45 p.m.

Roll Call/Establish Quorum:

Steven Riley, President	<u> X </u>
Andrew McCurdy, Vice President	<u> X </u>
Heather Wright, Treasurer	<u> X </u>
Daria O’Brien, Secretary	<u> X (arrived @ 5:49 p.m.) </u>
Jean Hatch, Founder	<u> X (via video conference) </u>
Jonathan Sheldon, Community Member	<u> X </u>

Additional Non-Voting Participants

Margaret Johnson, Executive Director	<u> X </u>
Wendy Sanders, Special Ed Director	<u> X </u>
Carol Wahl, Dean of Students	<u> X </u>
Cathleen Serna, Business Serv Provider	<u> X (via video conference) </u>
Laura Dunaj, Staff Liaison	<u> X (via video conference) </u>

Board Recorder: Adel Morfin

Zoom Online Guests: Danielle Irwin, Todd Janes, Marie, and Sophia Zaniroli

PRESENTATIONS:

Margaret Johnson reported on the School Plan for Student Achievement (SPSA) provides information to stakeholders on how federal Title I, Title II, and Title IV dollars are spent to support unduplicated students. The SPSA took the place of the ESSA section of the Local Control & Accountability Plan this year.

It includes testing information from 2016/17 – 2018/19 school years and measured progress overtime. The information gathered will support the development of 1st Interim Budget. The SPSA will be shared with RSA stakeholders before bringing back to the board for final review and approval in December.

DIRECTORS REPORT:

- **Margret Johnson:**
Reported that RSA students have been working on Veterans Day cards for local community senior residents. Early American Theme day is scheduled for Friday, Nov. 20th. Teachers will be organizing self-contained classroom activities for students, while adhering to social distancing guidelines.
- **Carol Wahl:**
Nothing to report at this time

STAFF LIAISON REPORT:

- **Laura Dunaj:**
Reported on concerns with Shasta County now in the “Purple Tier,” especially with the holidays coming up. She appreciated administration’s continued work to keep the Re-opening Plan current with the changing information.

GOVERNING BOARD REPORT:

- **Daria O’Brien:** Nothing to report at this time
- **Heather Wright:** Nothing to report at this time
- **Jonathan Sheldon:** Nothing to report at this time
- **Andrew McCurdy:** Nothing to report at this time
- **Steven Riley:** Nothing to report at this time
- **Jean Hatch:** Nothing to report at this time

GOVERNING BOARD CORRESPONDANCE:

- The board acknowledges having received and reviewed board correspondence from Mr. Pargett.

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).

- Danielle Irwin addressed the board regarding the lack of a sibling wait program. She mentioned she has children that get picked up at two different times and finds it unrealistic to have to wait in the car for half an hour between pickups. Margaret Johnson and Carol Wahl addressed her concerns and mentioned that they are aware of the need for the program, but due to social distancing guidelines, the school currently has no space available to hold the program. Carol Wahl suggested mom contact the Shasta Family YMCA and inquire into their after school care power hour program that is currently offered at RSA. Another suggestion made was the possibility of having Mrs. Irwin’s middle school student skip electives a few days per week in order to exit at the same time as their younger sibling. Mrs. Irwin said she would discuss these options with her family. Margaret Johnson thanked her for bringing the issue to the board’s attention and said RSA would continue to work on a possible solution.

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 10/13/2020 Minutes
- 1.2 Approve October 2020 Warrants
- 1.3 Approve Sale & Disposal of Surplus Facility Equipment & Supplies
- 1.4 Discussion/Action: Annual El Dorado County Charter SELPA Participation Documents
 - 1.4.1 2020 Local Plan Part B
 - 1.4.2 2021/22 Participation Agreement
 - 1.4.3 2021/22 SELPA Local Plan Certification 5

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

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

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

- No Comments

DISCUSSION/ACTION AGENDA:

2.1 Discussion/Action: Directions to the Finance Committee for 1st Interim Budget

Margaret Johnson reported she and Cathleen Serna have been working to address revenue and expenditures related to federal and state one time monies related to COVID. These expenses were not included in the Sept 15th budget, as no budget plan had been developed at the time. Cathleen is projecting RSA will be deficit spending approximately \$32,000 this year. That being said, RSA has \$73,426 in Low Performing Student Block Grant funds, from prior year, that must be expensed this year. RSA is expending more than what was received, essentially reducing its reserves.

Margaret Johnson went over the Budget Object Summary report with the board, highlighting expenditures by category. Margaret stated RSA's spending is relatively in line with each category, with the exception to technology (4300), which showed a larger increase in expenditures. This report will be forwarded to the Finance Committee for review.

Margaret also went over the LCFF Budget Overview for Parent that outlines how funds were allocated and spent.

She reported that there was a difference of \$114,895 in expenditures between what was budgeted vs. expensed in 2019/20 school year, due to the stay at home orders as a result of COVID.

The board reviewed the Finance Committee directives, as suggested by administration, for the purpose of 1st Interim Budget development, and did not provide further instructions.

Daria O'Brien moved to approve the Directions to the Finance Committee for 1st Interim Budget as presented, seconded by Andrew McCurdy. Vote 6 Ayes: 0 Nays.

2.2 Discussion/Action: COVID-19 Response Update

Margaret Johnson reported on new guidelines with regards to individual school closure. She stated that the school could potentially close if it has five or more confirmed COVID-19 cases and/or a shortage of qualified staff. As a result, RSA would then shift all students to distance learning model.

As a proactive measure, due to the recent shift to "Purple Tier," RSA will be sending students home with their Chromebooks over the Thanksgiving break in the event something happens and public health recommends a school closure.

Item was presented as informational only. No action was taken.

2.3 Discussion/Action: Policy Amendments

- 2.3.1 Education for English Language Learners (*Curriculum & Instruction Policy*)
- 2.3.2 314 Health Insurance Policy (*Personnel Handbook Policy*)
- 2.3.3 315 Flexible Spending Account (*Personnel Handbook Policy*)
- 2.3.4 Retirement Policy (*Personnel Policy*)
- 2.3.5 Uniform Complaint Procedures Policy (*Board Policy*)

Margaret Johnson went over the policy amendments with the board.

Education for English Language Learners. Administration clarified the policy for auditing purposes and updated the language.

Heather Wright brought up a correction to the Health Insurance Policy with regards to the payout schedule of the annual stipend offered to regular part-time employees who have coverage through other means. The sentence should have read as saying that the \$2400 annual stipend would be divided up and paid on a monthly basis, based on the employees pay schedule. The Flexible Spending Account Policy reflects changes concerning employee/employer contribution requirements.

RSA's standard Retirement Policy was amended to reflect STSIG health care benefits and addresses the payout schedule for any retirement incentives.

Uniform Complaint Procedure Policy was amended based on new compliance requirements issued by the California Department of Education.

Daria O'Brien moved to approve the policy amendments as presented, with said revisions to the Health Insurance Policy, seconded by Heather Wright. Vote 6 Ayes: 0 Nays.

2.4 Discussion/Action: Administrative Dept. Succession Planning & Review of Job Responsibilities

2.4.1 RSA/MTSS Intervention Organizational Charts – Amendment

2.4.2 Summary of Administrative Positions - Amendment

2.4.3 Amendment of Personnel Job Descriptions

- a) Executive Director
- b) Intervention Director Student Services
- c) Dean of Students
- d) Facility Supervisor
- e) Facilities Mechanical Technician

In preparation for the successful transition of the Facility Supervisor's pending retirement, changes to the business model resulting in the shift of responsibilities, and the JPA closing so that special education services are in house, the Governing Board reviewed the amended changes to the current job responsibilities and job descriptions as proposed by the Administrative Team. This information was also presented as a general planning guide for the high school expansion project.

After discussing and reviewing the RSA Organizational Chart, the board recommended the Homeschool department be represented with its own bracket and not grouped in with certificated personnel. They also wish to review the Program Assistant Administrator job description, currently filled by Denise Humphrey. This information will be brought to the board in December for final review and approval.

Heather Wright moved to approve agenda items 2.4.2 & 2.4.3 as presented, seconded by Daria O'Brien. Vote 6 Ayes: 0 Nays. No action was taken on agenda item 2.4.1

2.5 Discussion/Action: Lead Yard Supervision Paraprofessional Job Description - Amended

RSA is proposing to hire a Lead Yard Supervision Paraprofessional in order to accommodate the needs of the school.

Andrew McCurdy moved to approve Lead Yard Supervision Paraprofessional Job Description as presented, seconded by Heather Wright. Vote 6 Ayes: 0 Nays.

2.6 Discussion/Action: Personnel Updates

New Hires:

- Abigail Pryor – 10/26/20 Teacher Assistant – Part-Time
- Alyssa Kennedy – 10/23/20 Student Supervision Paraprofessional – Lunch Duty

Updates:

- Wendy Ruloph – 11/9/20 Lead Yard Supervision Paraprofessional

Resignations:

- Tammy Belikov – 10/23/20 Student Supervision Paraprofessional – Lunch Duty

Retirement:

- Patrick Karch – 12/30/20 Facilities Supervisor

Johnathan Sheldon moved to approve the personnel updates as listed, seconded by Jean Hatch. Vote 6 Ayes: 0 Nays.

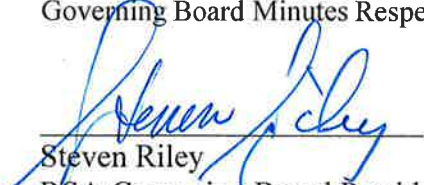
ADJOURNMENT:

Meeting adjourned at 6:45 p.m.

NEXT REGULAR MEETING:

Date: Tuesday, December 8, 2020
Time: 5:45 p.m.
Location: Redding School of the Arts/via Zoom
955 Inspiration Place
Redding, CA 96003

Governing Board Minutes Respectfully Submitted,



Steven Riley
RSA Governing Board President

12/8/2020
Board Approval Date