



REDDING SCHOOL of ARTS  
WHERE EDUCATION AND THE ARTS CONNECT

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

**Tuesday, December 8, 2020**

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

The meeting was accessible via:

**Zoom Video Conference Meeting**

**Meeting ID: 818 5309 7138**

**Passcode: rQ6BAM**

**Zoom Link: <https://us02web.zoom.us/j/81853097138?pwd=UklCOUU0N0pmTIRUQWp3UFdGNk1wUT09>**

**One tap mobile**

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**Meeting ID: 818 5309 7138**

**Passcode: 228471**

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

Meeting called to order by Presiding Officer Steven Riley at 5:47 p.m.

Roll Call/Establish Quorum:

Steven Riley, President	<u>          X          </u>
Andrew McCurdy, Vice President	<u>          X          </u>
Heather Wright, Treasurer	<u>          AB          </u>
Daria O’Brien, Secretary	<u>          X (joined @ 6:00 p.m. via video conference)</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>          AB          </u>
Cathleen Serna, Business Service Provider	<u>          X (via video conference)</u>
Laura Dunaj, Staff Liaison	<u>          X (via video conference)</u>

Board Recorder: Adel Morfin

Onsite Guests: Elizabeth Brown

Zoom Online Guests: Christine Bohn, Steven Brooks (Redding Host President), Joselyn Carter, Christy Dell, Denise Humphrey, Jason Jones, Jeann, Jurisich, Nora, Roger Plato, Tyler Spencer (Lions District Governor), Erika Warmington.

## **PRESENTATIONS:**

- **Lions Club International Peace Poster Contest Winners**

Elizabeth Brown presented awards to the recipients of the Lions Club International Peace Poster Contest, along with Lions Club Representatives.

This year's theme was "Peace through Service."

Redding Breakfast Lions Club winners: 1<sup>st</sup> Place – Isaac Dell, 2<sup>nd</sup> Place – Nicole Tenette, 3<sup>rd</sup> Place – Sophie Campbell

Enterprise Lions Club winners: 1<sup>st</sup> Place – Ruby Carter, 2<sup>nd</sup> Place – Destiny Lazo, 3<sup>rd</sup> Place – Jackson Knight

Redding Hosts Lions Club winners: 1<sup>st</sup> Place – Kaydence Jones, 2<sup>nd</sup> Place – Madeleine Baird, 3<sup>rd</sup> Place – Brynlee Harris

## **DIRECTORS REPORT:**

- **Margret Johnson:**

Reported that RSA took home "Best of Show" at the annual Redding Lighted Christmas Parade.

PTC finished up their first round of their online holiday auction. Additional information can be found on the PTC Facebook page.

RSA's Colonial Theme Day was held on 11/20. Teachers organized activities in their self-contained classroom for students.

Margaret reported that administration continues to monitor COVID-19 response measures.

## **STAFF LIAISON REPORT:**

- **Laura Dunaj:**

Shared staff concerns with the board in regards to admin's COVID-19 contract tracing efforts and procedures. Staff members fear they are being overlooked as a possible COVID-19 close contact, which could result in possible exposure. Margaret Johnson assured Laura that administration is following all CDC and Shasta Health Dept. protocols to minimize COVID-19 risk and exposure on campus. Admin is being as thorough as possible when it comes to tracing back student and staff interactions and communicating with those that could potentially be exposed or considered a close contact via phone and email. In some cases the process has taken upwards of three hours to conclude.

Margaret reiterated to Laura to re-direct staff to her if they have additional questions regarding the process or if they believe they were exposed to someone that tested positive.

## **GOVERNING BOARD REPORT:**

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

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

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

- **Daria O'Brien:** Nothing to report at this time.

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

## **GOVERNING BOARD CORRESPONDANCE:**

- The board acknowledges having received and reviewed board correspondence from Heather McNeal.

## **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).*

- No Comments

## **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 11/10/2020 Minutes
- 1.2 Approve November 2020 Warrants
- 1.3 Approve EcoGreen Industries Antibacterial Wipes Donation
- 1.4 Adoption of School Plan for Student Achievement (SPSA)

Daria O'Brien moved to approve the consent agenda as listed, seconded by Andrew McCurdy. Vote 5 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: Finance Committee Meeting Update**

The board reviewed the Finance Committee meeting minutes from 11/18/2020.

**2.2 Discussion/Action: 2020/21 1st Interim Budget**

Cathleen Serna reported that it's still unclear what the state plans to do to address 2019/20 ADA funding. Cathleen believes RSA will be held harmless next year and the state will make the necessary adjustments during P1 Reporting Period in order to bring us back on track to where we currently are. Cathleen reviewed enrollment and ADA assumptions for the 2021/22 school year. ADA is estimated at 624 with the expectation that RSA will enroll the seat based returning students, Home school will return to 83 students, and at least 30 students are anticipated to enroll in the high school program. Staffing assumptions remain the same. No additional staff has been added since the 45 day Budget Revision. Cathleen mentioned that budget assumptions have been made for the subsequent years to include the necessary staffing required to open the high school. Margaret Johnson announced that she is planning to transition out of her Executive Director role at the end of this school year and focus on getting the high school up and running. A formal announcement will be made to the board in January in order to start succession planning and reviewing staffing needs for the opening of the high school next year. Staffing and leadership models will be reviewed and used to build the Second Interim Budget as well. Cathleen highlighted the multi-year projection which currently shows RSA will deficit spend by <\$8,343> this year. The 2022/23 fund balance is projected at \$1,616 due to employer contribution of roughly \$102,000 to PERS/STRS. Overall RSA is still in great shape.

Daria O'Brien moved to approve 2020/21 1st Interim Budget as presented, seconded by Jonathan Sheldon. Vote 5 Ayes: 0 Nays.

**2.3 Discussion: New Market Tax Credit/High School Building Update**

Margaret Johnson, Jean Hatch, and Daria O'Brien have been busy researching the New Market Tax Credit funding for the high school expansion project. Jean reported having contacted Plumas with regards to their USDA funding loan as well. She stated that after reviewing a Redding city limits boundaries map, the property behind the school does not qualify for the NMTC or the USDA grants.

The McConnell Foundation has suggested the property east and south of RSA as allocation for the high school and theater site. This will require exploring other financing options, such as bond financing.

Margaret Johnson discussed the requirements needed in order to secure bond financing and suggested next steps for the board to consider and discuss at next month's meeting.

**2.4 Discussion/Action: COVID-19 Response Update**

Margaret Johnson reported that as a safety precaution in anticipation of the coming holidays, RSA transitioned to distance

learning 11/30-12/4, and is now currently following the hybrid model through 12/18/20. Following winter break, RSA is planning to continue with the same schedule and move back to distance learning 1/4 – 1/8, followed by the hybrid model the weeks of 1/11-1/22, before resuming our normal school schedule on 1/25. The purpose is to prevent possible COVID-19 exposure and give teachers time to plan ahead.

Margaret shared the re-opening plan changes at a glance with the board, based on new public health guidelines. She plans to share this information with families as well.

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

## **2.5 Discussion/Action: 2020/21 Instructional Calendar - Amended**

Margaret Johnson reviewed the amendments to the 2020/21 Instructional Calendar with the board. Changes are a result of the transition between instructional phases which require revising the following instructional days as follows:

11/30/20 - Originally designated as a minimum day, now it's amended to a regular instructional day.

12/7/20 - Originally designated as a minimum day, now it's amended to a regular instructional day.

12/14/20 - Originally designated as a minimum day, now it's amended to a regular instructional day.

12/18/20 - Originally designated as a minimum day, now it's amended to a regular instructional day.

5/7/21 - Originally designated as a regular instructional day, now it's amended to a minimum day due to Theme Day.

5/21/21 - Originally designated as a minimum day, now it's amended to a regular instructional day.

Andrew McCurdy moved to approve the amended 2020/21 Instructional Calendar as presented, seconded by Jonathan Sheldon. Vote 5 Ayes: 0 Nays.

## **2.6 Discussion/Action: 2020/21 Simpson University/RSA Affiliation Agreement**

RSA frequently hires employees who are securing their H1B-Visa. Due to the limited number of H1B-Visas issued by the Federal Government through the capped process, RSA has entered into a discussion with Simpson University to be considered an affiliate through MOU. This will allow RSA to offer new employees needing an H1B-Visa the opportunity to apply in a non-capped category.

The board reviewed a draft of the proposed agreement, as recommended by legal counsel, and will vote on it next month.

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

## **2.7 Discussion/Action: Administrative Dept. Succession Planning & Review of Job Responsibilities**

2.7.1 RSA/MTSS Intervention Organizational Charts – Amendment

2.7.2 Program Assistant Administrator Job Description

The board reviewed the RSA/MTSS Intervention Organizational Charts for a second time, including the proposed amendments to the Program Assistant Administrator job description. Wendy Sanders suggests adding “School” to the certificated nurse and psychologist positions reflected in the MTSS Intervention Org Chart.

Laura Dunaj inquired if the Program Assistant Administrator position was part of the current Admin Salary Schedule.

Margaret Johnson commented that currently the position is compensated at a higher step on the Certificated Salary Schedule, but that it would be changed next school year and reflected appropriately on the Admin Salary Schedule.

Daria O'Brien moved to approve agenda items 2.7.1 and 2.7.2 as presented, with the corrections to the MTSS Intervention Organizational Chart, seconded by Andrew McCurdy. Vote 5 Ayes: 0 Nays.

## **2.8 Discussion/Action: Personnel Updates**

Resignations:

- Christopher Cretcher – 12/29/20 Custodian

Jonathan Sheldon moved to approve personnel updates as listed, seconded by Daria O'Brien. Vote 5 Ayes: 0 Nays.

## **Final Meeting Comments:**

Steven Riley reminded everyone of the current vacancy on the board for a community member. He encourages anyone interested to apply, especially someone who may have a financial background, as that could be beneficial to the board who is currently exploring funding options for the high school expansion project.

## **ADJOURNMENT:**

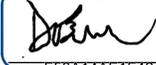
Meeting adjourned at 6:55 p.m.

**NEXT REGULAR MEETING:**

Date: Tuesday, January 12, 2021  
Time: 5:45 p.m.  
Location: Redding School of the Arts/via Zoom  
955 Inspiration Place  
Redding, CA 96003

Governing Board Minutes Respectfully Submitted,

DocuSigned by:



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Daria O'Brien

RSA Governing Board Secretary

1/14/2021

Board Approval Date