



REDDING SCHOOL OF THE ARTS
WHERE EDUCATION AND THE ARTS CONNECT

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

Tuesday, May 12, 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:

Video Conference Meeting Via Zoom

Meeting ID: 899 8128 4792

Password: 4gJgS1

Link: <https://us02web.zoom.us/j/89981284792?pwd=UUYYNmJ0NmNyV2RmT1RZbzB5NGZ0UT09>

Open Session: 5:45 p.m.

Meeting called to order by Presiding Officer Steven Riley at 5:50 p.m.

Roll Call:

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 </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>
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 </u>

Board Recorder: Adel Morfin

Others Present Via Video Conference: Wendy Sanders

Report on Closed Session: No Closed Session

PRESENTATIONS:

• **Directors Report:**

Margret Johnson: Reported that RSA continues to provide online distance learning for students. Since the last board meeting, administration has been working with teaching staff to modify the balance between teacher/student learning connections vs. online computer time. It's taken a little while, but Margaret feels RSA's has found a good balance that will help in the coming year if the current COVID-19 restrictions continue.

Friday, May 15th is RSA's last virtual spirit day, which coincidentally would have also been the campus wide Renaissance Theme Day. Teachers have been busy creating a lot of different activities related to the Renaissance period. Forty staff members have signed up to participate in a drive-by parade on Friday, while practicing social distancing, RSA families will drive by waving from their cars. Margaret mentioned this would likely be the last time students get to physically see their teachers before summer break. Everyone is encouraged to dress up in renaissance theme or RSA shirts. The event will be recorded and posted on RSA's Facebook page for those who cannot attend.

Teachers have been helping track students to make sure they have access to meals, are engaged in learning, and reporting any concerns to administration. The school counselor is following up when contact is warranted. SCOE has been working with county schools on a multi-tiered intervention approach that provides education and community based support services to students and families during COVID-19.

Margaret praised teachers for their team efforts in working together to share curriculum ideas and provide online technical support with one another.

Margaret reported that RSA's guest mandarin teacher is not planning to return next school year, as well as our Optional Practical Training (OPT) mandarin teacher. RSA has interviewed several Mandarin Teacher applicants and found one potential candidate to fill one of the two open positions. A second round of interviews will take place in the coming weeks to fill the remaining Mandarin position.

Margaret reported a high rate of returning students for next school year, which means RSA has very few openings available. RSA is starting to wrap up the school year. Final orders are scheduled to arrive within the next couple of weeks. Margaret and Cathleen Serna are working on position controls and making preliminary assumptions for budget development in preparation for next month's meeting.

Carol Wahl:

Reported jumping in to organize the online PTC Auction. The auction will give parents and families an opportunity to buy classroom projects created by students this year. Since the online auction opened to the public Monday afternoon, RSA has raised approximately \$2,300 thus far. Administration took pictures of over 40 items available for bid, including classroom projects, and donated gift baskets and uploaded them onto RSA's Charity Auctions Today web page. The auction is scheduled to run through May 22nd. Purchased items will be made available for pick up the last week of school (May 27th - May 29th). The auction link is available on RSA's webpage and Facebook page.

Cathleen Serna:

Nothing to report at this time

- **Staff Liaison Report**

Laura Dunaj: Echoed comments made by Margaret Johnson related to teachers working together. Laura reported everyone was working really hard to make this year a good one for their students, given everything that has happened. Teachers are providing hands on activities, while trying to find a good balance between computer vs. paper/pencil activities. The teachers are also working on year end tasks to finish wrapping up the year.

- **Comments from Board Members:**

Daria O'Brien: Thanked the teachers for all their hard work.

Andrew McCurdy: Thanked the teachers as well. He mentioned he especially appreciated the teacher calls and wellness checks being done by all. He feels kids are starting to get the flow of things down just as the school year is coming to a close.

Steven Riley: Reported hearing that all California State Universities were moving towards primarily providing virtual online classes come next fall. He suggests RSA develop a dual plan of action that includes both case scenarios.

Jean Hatch: Echoed what Steven Riley reported. She stated hearing that several schools down south were also planning to provide virtual online classes or offer staggered onsite classes next year due to COVID-19 guidelines. She said most parents in So. Ca. would prefer to have their students attend full instructional days vs. half days. In other parts of the world, countries such as France are planning to offer classes one week on, one week off.

Jean offered to provide administration with additional information related to some of the plans currently being developed by other schools in the state.

Jonathan Sheldon: Nothing to report at this time

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

PUBLIC FORUM: No Comments

CONSENT AGENDA:

- 1.1 Approve 4/14/2020 Minutes
- 1.2 Approve April Warrants
- 1.3 Discussion: 2020/21 RSA Staff Calendars – 2nd Read
 - 1.3.1 2020/21 Business/HR Office Calendar
 - 1.3.2 2020/21 Certificated Calendar

- 1.3.3 2020/21 Dean of Students Calendar
- 1.3.4 2020/21 Directors Calendar
- 1.3.5 2020/21 Facilities/IT Tech Calendar
- 1.3.6 2020/21 Facilities (Part-Time) Calendar
- 1.3.7 2020/21 Facilities (Weekend) Calendar
- 1.3.8 2020/21 Mandarin Classified Calendar
- 1.3.9 2020/21 Paraprofessional Calendar
- 1.3.10 2020/21 Receptionist/Health Clerk Calendar
- 1.3.11 2020/21 Secretary Calendar
- 1.3.12 2020/21 Student Information System Admin Tech Calendar
- 1.3.13 2020/21 Ten Month/Elective Calendar

- 1.3.14 2020/21 Special Education Director Calendar
- 1.3.15 2020/21 Special Education Administrative Assistant Calendar
- 1.3.16 2020/21 Special Education Classified Occupational Therapist Calendar
- 1.3.17 2020/21 Special Education Counselor/Nurse/Speech & Lang Path/Psychologist/Ed Specialist
- 1.3.18 2020/21 Special Education Paraprofessional Calendar

Cathleen Serna pointed out a discrepancy with regards to consent agenda item 1.3.12 - 2020/21 RSA School Secretary Calendar. She reported that 1/4/2021 should read as a working day vs. a non-working day in order to make the calendar whole.

Jean Hatch moved to approve the consent agenda as listed with noted changes to item 1.3.12, seconded by Daria O'Brien. Motion carried 5:0.

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

DISCUSSION/ACTION AGENDA:

- 2.1 Discussion/Action: PCD Epson Brightlink 1485FI Projector Replacement Phase II Quote 4/29/20**
 RSA's technology department is seeking approval to move forward with replacing twelve outdated Epson Bightlink Laser Projectors. The estimated cost to purchase and install all twelve projectors is \$48,697.04. The cost for four of the twelve projectors has been built into the current technology budget, but board approval is required for the purchase of an additional eight. Margaret Johnson reported that the board could use some of the money set aside in their technology reserve account for a purchase like this, unfortunately it would mean RSA would deficit spend by \$32,000. Cathleen Serna mentioned that there could be some cost savings related to COVID-19 that could improve on RSA's ending fund balance, but it is still too early to tell. Members of the board commented that they would like to see multiple bids presented in the future for big ticket items.

Daria O'Brien moved to approve agenda item 2.1 as presented, seconded by Andrew McCurdy. Motion carried 5:0.

- 2.2 Discussion/Action: COVID-19 Response Update**
 Margaret Johnson presented the board with a PowerPoint presentation on RSA's COVID-19 Response. The presentation highlighted the changes and implementations made by RSA as they relate to COVID-19

RSA Financial Update

- P2 Annual Attendance date moved to Feb. 28, 2020. P2 ADA was 583.
- SCOE recommends adopting 3 year budget with 0% COLA for each year. Possible future negative COLA's as well.
- Administration began collecting assumptions that could be analyzed by the finance committee to complete a budget that has a 0% COLA. STRS, PERS, and benefits continue to increase as well. Next Finance Committee Meeting is scheduled for 5/22.
- Amendment of 2019/20 Retirement Incentive. Margaret Johnson asked the board to consider amending the current retirement incentive offer due to the negative financial impact of COVID-19. Option 1) Reduce the current incentive amounts by half for each category and offer no incentive the following year. Option 2) Extend the current retirement incentive deadline from 3/31-5/28, reduce the incentive amounts by \$2,000 for each category, and offer no retirement incentive the following year.

After much deliberation the board decided to amend the current retirement incentive. The board plans to offer the original terms of the 2020/21 one time retirement incentive offer this year, with no changes to each category amounts, and extend the deadline for employee submission of intent to retire until 5/26 at 5:00 p.m. No retirement incentive will be offered next school year.

The board hopes the amended retirement incentive offer will help staff and Admin plan for the next school year. Laura Dunaj agreed with the amended offer. She felt most staff members that are eligible for retirement already know what direction they want to go in.

- Review costs by departments and make adjustments as possible.
- Review various ways to offer electives and wheel enrichment classes and the costs associated with each.
- Maintain current classroom ADA.
- Increase Home School Enrollment.
- Adjust work schedules where possible to maximize hours and restrict student contact if required

Daria O'Brien moved to approve agenda item 2.2 with a specific caveat to the 2019/20 retirement incentive offer, which will offer the monies previously advertised for the 2020/21 school year to be offered for a limited time between now and May 26, 2020 at 5:00 p.m. Should an employee wish to retire at the end of the 2019/20 school year, the employee must submit an intent to retire letter in order to receive next year's money. No retirement incentive will be offered for the 2020/21 school year. The motion was seconded by Jonathan Sheldon. Motion carried 5:0.

2019/20 Do No Harm Approach to COVID-19

- Weekly attendance rather than daily attendance based on connecting with teachers during the week- focus on both mental health status and engagement with distance learning.
- Various Online teaching platforms are offered.
- Classwork packets as well as family designed science and Social Studies were developed.
- Students submit work virtually.
- All students will advance to next grade and receive pass as a grade for final trimester.

2019/20 Eighth Grade Promotion Activities

- Promotion Ceremony planned for Wednesday, May 27th using a drive-in type ceremony - one vehicle per family.
- PA system and radio will be used for broadcasting the evening events.
- Students will cross a stage to receive their promotion certificate, awards, cupcake and program.
- 2019/20 Scholarships and awards will be given by staff members.

2019/20 Lottery

- Validation presentation was pre-recorded and a link was sent via email to all applicants- virtually with parental response indicating they reviewed the information.
- Lottery was held May 5th at 4:00 p.m. via Facebook Live to comply with a public lottery requirement. About 200 participants joined the live broadcast.
- Parents will be notified of results via mail as per other years.

2019/20 Kinder Round-Up Cancellation

- Tabled for the first two weeks in August with small groups of students meeting with the review staff, rather than having parents bring them to school in May.

2019/20 Lunch Program

- Information available on RSA website.
- Children 0-18 years of age are eligible to receive free meals during COVID-19.
- Drive through Meals. Children must be present to pick up a meal.

2019/20 After School Care Supervision

- No current ASC supervision on campus.

Updates from SCOE/CDE/CSDC

- Admin shares information provided by County Superintendent, Judy Flores with RSA staff to keep them aware of most current data/best practices /concerns/ trainings available.
- CDE- provides weekly update via email.
- CSDC- provides impacts of Covid-19 on schools and supports RSA with analysis of information. They also provide guidance on planning for future- budget, staffing, reopening strategies, and board policy amendments.

2.3 Discussion: School Site Safety Committee Report

Andrew McCurdy reported the Safety Committee has been unable to meet due to COVID-19. The committee instead drafted a report that includes directives from the committee and actions taken since their last meeting. Andrew stated that the maintenance department has been doing a great job and is making lots of progress on deferred projects.

2.4 Discussion: Review of 2019/20 Governing Board Goals

Margaret Johnson reviewed the ongoing progress of the Governing Board Goals for 2019/20. She reported that admin would not have an LCAP report presentation this month; instead a COVID-19 Operations Written Report would be presented to the board in June. Overall the board felt they met most of their goals and are doing a good job.

Steven Riley inquired as to the status of the high school expansion plans. Margaret responded that there is still outside interest from the community. She plans to meet with Rachel Hatch as soon as time allows for additional information on the New Market Tax Credit.

2.5 Discussion: 2020/21 Governing Board Openings

Margaret Johnson reviewed the list of current board members and their corresponding terms. Heather Wight and Daria O' Brian's terms are scheduled to conclude on 6/30/2020. Margaret reported that Heather Wright had contacted the Parent Teacher Council of her intent to renew her term and stay on the board as the PTC representative.

Daria O'Brien stated she is open to the needs of the board and is willing to renew her term if need be.

All other board members will continue on to the following school year.

The Governing Board currently has one community member vacancy still available. Members of the community are encouraged to apply.

2.6 Discussion/Action: Policy Amendments

2.6.1 2020/21 Personnel Handbook (Personnel Policy) 1st Read

Margaret Johnson presented the amendments to the 2020/21 Personnel Handbook. She reported having sent the handbook to the attorney for review of labor compliance. Margaret mentioned discussing the section related to personal appearance with the attorney to get clarification on what is considered appropriate attire and dress, including visible tattoos. Legal counsel felt the issue on visible tattoos ultimately fell on the Governing Board to decide whether or not to restrict employees from showing any visible tattoos, but it was her recommendation that visible tattoos are not appropriate in a school setting.

The board agreed with legal council's recommendations to keep the policy as is in the personnel handbook.

Margaret will share the draft copy of the 2020/21 Personnel Handbook with staff for review before it is presented to the board for final approval on the June consent agenda.

2.6.2 Suspension & Expulsion Policy (Student Policy) – Action Item

Carol Wahl presented the Suspension & Expulsion Policy. She reported the policy had been amended to include recently adopted legislation that prohibits the suspension of students for disrupting school activities or willful defiance. Carol also reported that it has been past practice for RSA to offer school work to students who are actively on suspension for more than two consecutive days, but according to new legislation, said practice must be included as part of the schools policy.

Upon approval of the amended Suspension & Expulsion Policy, RSA admin plans to update the Charter renewal to reflect these changes. Laura Dunaj reported a spelling correction on page six, section 2.3, of the Suspension & Expulsion Policy. The sentence should read *"Homework for Suspended Students: RSA teachers will provide homework assignments, upon request, to parents/guardians of students who have been suspended for two or more school days."*

Andrew McCurdy moved to approve agenda item 2.6.2 with said corrections, seconded by Jonathan Sheldon. Motion carried 5:0.

2.7 Discussion/Action: Library Information Specialist Job Description Amendment

Margaret Johnson reported that RSA's school librarian would be retiring in June. Administration plans to advertise for the position vacancy and is proposing to amend the current job description and physical demands. Margaret also reported that position would be advertised as 5.5 hours, five days per week.

Laura Dunaj reported a spelling error with the title of the job description. The error was noted and will be corrected.

Andrew McCurdy moved to approve agenda item 2.7 with said corrections, seconded by Daria O'Brien. Motion carried 5:0.

2.8 Discussion/Action: Personnel Updates

2019/20 Resignations:

- Mackenzie Eells – 5/29/2020 Special Education Occupational Therapist
- Kayleigh Erickson – 5/29/2020 After School Care Paraprofessional
- Shu-Chin Kang – 5/28/2020 Mandarin Teacher
- Polly Li – 5/29/2020 Mandarin Teacher (OPT)

2019/20 Retirement:

- Suzanne Hunting – 5/29/2020 Library Information Specialist

2020/21 Employment Updates/Changes:

- Erica Hunting – Special Education School Psychologist (Certificated)

2020/21 New Hires:

- Catherine Daly – Special Education Speech Language Pathologist
- Nate Sharits – Special Education Specialist

Jonathan Sheldon moved to approve the personnel updates as presented, seconded by Daria O'Brien. Motion carried 5:0.

Final Meeting Comments: Margaret Johnson called for a Special Governing Board Meeting on May 26, 2020 to review the draft budget for 2020/21.

Meeting adjourned at 7:45 p.m.

Special Board Meeting: Tuesday, May 26, 2020
Next Regular Meeting: Tuesday, June 16, 2020

Zoom Meeting: 5:45 p.m.

Respectfully Submitted,



Steven Riley
RSA Governing Board President



REDDING SCHOOL OF THE ARTS
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Redding School of the Arts
California Nonprofit Benefit Corporation
Adopted Special Board Meeting Minutes

Tuesday, May 26, 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:

Video Conference Meeting Via Zoom

Meeting ID: 813 3521 3102

Password: 660313

Link: <https://us02web.zoom.us/j/81335213102?pwd=OW8vUWhMZVVGUENFSGNXS3hrWHIzdz09>

Open Session: 5:45 p.m.

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

Roll Call:

Steven Riley, President	<u>X</u>
Andrew McCurdy, Vice President	<u>X</u>
Heather Wright, Treasurer	<u>X (via video conference)</u>
Daria O'Brien, Secretary	<u>X (@ 5:55 p.m. via video conference)</u>
Jean Hatch, Founder	<u>X (via video conference)</u>
Jonathan Sheldon, Community Member	<u>X (arrived @ 5:50 p.m.)</u>

Additional Non-Voting Participants

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

Board Recorder: Adel Morfin

Others Present via Video Conference: Wendy Sanders

PUBLIC FORUM: No Comments

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

DISCUSSION/ACTION AGENDA:

1.1 Discussion: Finance Committee Meeting Update & Recommendations

Margaret Johnson reported the Finance Committee had met on 5/22/20. Attendees included, Margaret Johnson, Carol Wahl, Heather Wright, Cathleen Serna, Alison Krupit, Barbara King, Wendy Sanders, and Adel Morfin.

The committee reviewed the impact of the recently approved salary schedule that was adopted by the board on 4/14/20.

The committee discussed whether or not to implement raises in pay beginning in August or if was better to postpone them until Jan 2021. They discussed the idea of matching elective class time with prep time, thereby reducing elective personnel hours by .25 hours per day. This would be a cost savings of roughly \$3,000 to RSA.

Margaret also reported a possible cost savings in STRS and PERS. The Governor is suggesting the state pickup more of the retirement costs and reduce the required contribution amounts from employers.

The committee noted that its cost natural to switch health insurance providers. Starting in July, RSA will participate in the Shasta Trinity Schools Insurance Group JPA. When compared to RSA's current health plans, STSIG provides better coverage for employees and helps RSA stay competitive.

Margaret reported having met with Tracy Sawyer, RSA's Technology Technician, to review and adjust the technology budget based on the needs of the school.

Margaret also went over the list of potential budget cut areas with the board, as discussed with the Finance Committee. RSA is expecting a \$450,000 loss in revenue from the state for 2020/21. Additional information will follow during the 2020/21 Annual Budget Report discussion.

To conclude, Margaret reported having followed up with legal counsel with regards to employee concerns over unused personal time off (PTO) due to COVID-19. The attorney recommendation was to keep the PTO policy as currently stated in the personnel handbook, limit the carryover of one PTO day from prior year to the current year. At most an employee may start the school year with three PTO days. The policy will be implemented across the board and shared with RSA personnel.

1.2 Discussion: 2020/21 Annual Budget Report & MYP – 1st Read

Cathleen Serna provided the board with an overview of the draft 2020/21 Annual Budget Report & MYP. She reported that the May Revision suspends the 2.31% COLA applied to base grants per ADA and includes an additional reduction, for a total of 10% cut to the Local Control Funding Formula (LCFF). The reduction is also being applied to all add-on grants, such as K-3 class size reduction. Cathleen mentioned receiving the new LCFF calculator today and was able to plug in the numbers. Originally, RSA had projected \$5,096,735 in revenue for 2019/20, but in light of the estimated reductions, the 2020/21 projected revenue is now estimated to be \$4,701,694, a difference of \$395,041 in lost revenue.

Cathleen reported having received word from SCOE with regards to the deferred state revenue payment schedule. RSA's June payment will be deferred until July 2020. That being said, at least 20% of April's payment will be deferred, including 100% of May 2021 and June 2021 revenue. At this time it is not known if those funds will be made available come July-Sep 2021.

Some good news, the STRS contribution rates are being reduced over the next couple of years. Cathleen reports a 0.95% reduction in STRS for a rate of 16.15%. Although the PERS contribution rates will increase to 20.7% come 2020/21, the estimated increase is still less than what was originally projected prior to the May Revise.

Margaret Johnson went over ADA. She reported 583 ADA for 2019/20 and is projecting 584 ADA for the 2020/21 school year. The seat based enrollment is maxed out, but there is still potential for growth in the home school program.

Although there is \$395,041 in decrease LCFF funding, Lottery, Mandated Block Grant, Federal Title I, II, and IV revenues are projected to remain constant.

Cathleen Serna reported RSA's 2019/20 estimated fund balance at \$2.3 million, which includes \$1,546,500 in reserved funds and \$753,500 in undesignated funds.

With the 2020/21 estimated decrease of \$395,041 in LCFF funding and no projected COLA increase over the next two subsequent years, Margaret Johnson went over a list of implemented cost savings areas with the board.

Cathleen Serna asked for board clarification on how to proceed moving forward for budget development.

- 1) Spending down all or partial \$753,500 in undesignated funds to maintain programs. Is there a dollar amount the board is comfortable with deficit spending for a period one year, while in preparation for possible budget cuts in the coming years?
- 2) Make adjustments to implementation of raises – annual employee step/column changes would remain in effect, but wait to implement the recently adopted salary schedules until January 2021.
- 3) Other ideas or expected fund balance percentage the board would like to maintain for future years (MYP). Possibly increase designated funds?
- 4) Estimated 1 year salary increases due to minimum wage and step/column increases are projected at \$140,000 per year.

Jean Hatch felt that it would be hard to postpone the implementation of the adopted salary schedule while sitting on a healthy reserve. Margaret Johnson recommended the board consider implementing the salary schedule in Aug 2020 as a good faith effort in light of all the work done by staff in preparation for distance learning. She also recommends that as the MYP is being built, the board may want to consider not implementing a salary increase the following year until Jan 2022 in order to maintain a conservative budget.

After a lengthy discussion, the board felt they have been fiscally conservative and are comfortable with deficit spending up to \$150,000 for a period of one year, using undesignated reserve funds. They directed Cathleen Serna to build as close to a balanced budget as possible, while maintaining positive cash flow, and include different budget scenarios for the implementation of the new salary schedule in Aug vs. Jan. The board will review the different budget proposal before making a final determination in June.

1.3 Discussion/Action: Resolution Authorizing Participation in Self-Insured Schools of CA III (SISC III) Resolution No. 2019-20-01

RSA is seeking approval, in the form of a resolution, in order to notify Self-Insured Schools of California III (SISC III) of its intent to join Shasta Trinity Schools Insurance Group JPA for health insurance benefit coverage beginning 7/1/2020.

A resolution must be adopted by the board and sent to Self-Insured Schools of CA III.

Andrew McCurdy moved to approve Resolution No. 2019-20-01, authorizing participation in Self-Insured Schools of CA III (SISC III), seconded by Daria O'Brien. Motion carried 6-0.

1.4 Discussion/Action: COVID-19 Response Update

Margaret Johnson reported administration is planning to send out a parent survey tomorrow to gather information related to the LCAP report, distance learning, and parent feedback regarding the various options for returning to school in the fall should the state require an alternate learning environment. The options at the moment include:

- Shortened attendance days - a morning session or afternoon session, 5 days per week.
- Full attendance days - two full days a week, with three days of work assigned by the teacher. Teacher would be available for questions during the middle of the week.
- Alternating weeks - attending school for the full days, with opposing weeks completing work from home.
- Transferring to the RSA Home School program for those families not comfortable resuming onsite instruction.

Margaret mentioned the Instructional Leadership Team (ILT) Team would be meeting with grade level groups to develop learning modules for the coming school year. They will also gather insight as to what worked or didn't work for teachers over the course of distance learning and implement changes as necessary for next school year.

Administration is waiting for additional directions for from the state in order to plan ahead for the coming year. They will work to develop a couple different re-opening plans and staff each plan accordingly.

No action was required by the board.

1.5 Discussion/Action: Policy Amendments

1.5.1 2020/21 RSA Family Handbook – 1st Read

1.5.2 2020/21 Homeschool Virtual Independent Study Family Handbook – 1st Read

1.5.3 Uniform Complaint Procedure Policy (Governing Board Policy)

The handbooks are being presented for board review. The Handbooks have been updated to reflect compliance with federal/state laws as well as changes in procedures. Final drafts will be presented in June for board approval prior to distribution.

Uniform Complaint Procedure Policy is being presented as an action item. The policy was amended as part of the family handbook as recommended by legal counsel.

Daria O'Brien moved to approve the amended Uniform Complaint Procedure Policy, seconded by Jonathan Sheldon. Motion carried 6-0.


Final Meeting Comments: The RSA Executive Director evaluation was originally scheduled for June 2020, but in light of COVID-19, it has been postponed until next school year.

Meeting adjourned at 7:13 p.m.

Next Regular Meeting: Tuesday, June 16, 2020

Community Room: 5:45 p.m.

Respectfully Submitted,



Steven Riley
RSA Governing Board President