



**SHASTA UNION HIGH SCHOOL DISTRICT
REGULAR MEETING OF THE GOVERNING BOARD**

**Teleconference via Zoom
2200 Eureka Way
Redding, CA 96001**

**June 9, 2020
ADOPTED MINUTES**

A regular meeting of the Governing Board of the Shasta Union High School District was called to order at 6:03pm by Trustee Ayer via a Zoom teleconference meeting.

ROLL CALL: Trustees Joseph Ayer, Constance Pepple, Ron Zufall, Gregory Hartt and Jamie Vericker. Also present: Superintendent Jim Cloney, Associate Superintendent of Human Resources Jason Rubin, Associate Superintendent of Instructional Services Milan Woollard and Chief Business Official David Flores.

There were no requests from the audience to speak to any items on the closed session agenda. The Board adjourned to closed session to discuss the following: 1) Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957); 2) Conference with Labor Negotiator (G.C. 54957.6) Agency designated representatives: Jim Cloney – Superintendent, David Flores – Chief Business Official, Jason Rubin – Associate Superintendent/H.R. and Milan Woollard - Associate Superintendent/Instructional Services. Employee Organizations: Shasta Secondary Education Association (SSEA), Educational Support Professionals Association (ESP), California School Employees Association (CSEA) and Management/Supervisory/Confidential; and 3) Conference with Legal Counsel – Anticipated Litigation (G.C. 54956.9) One Case.

The Board reconvened into open session at 6:32p.m. Trustee Ayer announced the Board took no action in closed session and Trustee Zufall recited the Mission and Vision Statements.

- RES. 20-099 That the Board approve the agenda, as presented. (Motion Hartt, second Zufall, carried 5-0).
- RES. 20-100 That the Board approve the consent agenda, as presented. (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-101 That the Board approve the minutes for the May 12, 2020 regular Board meeting. (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-102 That the Board adopt the Resolutions in conjunction with the Governing Board Member Election on November 3, 2020 (*Resolution Ordering Governing Board Member Election, Resolution Establishing Procedure in Case of Tie Vote at Governing Board Election, Resolution Regarding Cost of Candidate Statements*). (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-103 That the Board ratify commercial warrants in the amount of \$3,428,584.22 and payroll distributions in the amount of \$3,230,948.40 for the period of 5/01/2020 - 5/31/2020. (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-104 That the Board approve the 2020-21 application for Carl D. Perkins Career and Technical Education Act funding. (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-105 That the Board approve the request to declare property as surplus (IT – computers and peripherals). (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-106 That the Board approve the Shasta County Special Education Local Plan Area (SELPA) Local Education Agency (LEA) Assurances. (Motion Zufall, second Vericker, carried 5-0).

- RES. 20-107 That the Board approve the recommendation for Textbook Adoptions as follows: CP Chemistry & Honors Chemistry - *Basic Chemistry* by Pearson/Savvas © 2020 and *Applied Science: Conceptual Integrated Science* by Pearson/Savvas © 2020. (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-108 That the Board approve the recommendation for Supplemental Book Adoption as follows: English I: *Hey, Kiddo* by Jarrett Krosoczka © 2018. (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-109 That the Board approve the funding applications for the 2020-21 Agricultural Career Technical Education Incentive Grant for Foothill High School and the District Farm. (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-110 That the Board approve the Human Resources Action Report, as follows: *Classified – (Day Reduction)*: Kaye Ford, Administrative Assistant Instructional Services 8 hours/238 days (DO), effective July 1, 2020; Laura Lievense, Executive Assistant to the Superintendent 8 hours/238 days (DO), effective July 1, 2020; and Sara Pruet, Administrative Assistant Business Services 8 hours/238 days (DO), effective July 1, 2020. *(Resignation/Retirement)*: Laura Dewey, Library Media Tech 8-hours/238-days (SHS), effective June 30, 2020; Kellie Miller, Interpreter 7-hours/10-months effective June 4, 2020; and Alta Myra Morris, Food Nutrition Specialist 5.5-hours/10-months (EHS), effective June 30, 2020. *(Termination)*: John Kaschube, Food Nutrition Specialist 1.25-hour/10-months (FHS), effective April 30, 2020. (Motion Zufall, second Vericker, carried 5-0).
- RES. 20-111 That the Board approve the Governance Calendar and Board Action Calendar for the 2020-21 school year. (Motion Pepple, second Zufall, carried 5-0).
- RES. 20-112 That the Board conduct the biennial review of the SUHSD Conflict of Interest Code and related Resolution. (Motion Pepple, second Zufall, carried 5-0).
- RES. 20-113 That the Board approve the first reading of the draft mandated and draft optional Board Policies and Administrative Regulations, as provided by CSBA. (Motion Zufall, second Pepple, carried 5-0).
- RES. 20-114 That the Board adopt the budget for the 2020-21 School Year. (Motion Vericker, second Hartt, carried 5-0).
- RES. 20-115 That the Board approve the 2020-21 resolution for Education Protection Account (EPA) Funds. (Motion Zufall, second Pepple, carried 5-0).
- RES. 20-116 That the Board approve the Agreement with Grant Elementary School District for Business and Human Resources Services. (Motion Zufall, second Pepple, carried 5-0).
- RES. 20-117 That the Board approve the resolution for a Tax Revenue Anticipation Note. (Motion Pepple, second Zufall, carried 5-0).
- RES. 20-118 That the Board award the R6 Technology contract for office equipment/info Tech Equipment to Western Business Equipment dba Carrel's Office Solutions. (Motion Zufall, second Pepple, carried 5-0).
- RES. 20-119 That the Board award the the R6 Technology contract for office equipment/info Tech Equipment to Ray Morgan Company LLC an Ubeo Company. (Motion Zufall, second Pepple, carried 5-0).
- RES. 20-120 That the Board award the bid for the Shasta High School Shop Building Modernization as follows: (Motion None, second None, carried 0-0).
- RES. 20-121 That the Board award the bid for the Pavement Rehabilitation Project at Enterprise High School as follows: SnL Group Inc. in the amount of \$1,450,171. (Motion Pepple, second Vericker, carried 5-0).

- RES. 20-122 That the Board award the bid for the Pavement Rehabilitation Projects for Foothill High School, Shasta High School, Pioneer Continuation High School and Transportation Yard as follows: SnL Group Inc. base bid of \$1,582,799, add alternate #2 of \$419,102 and add alternate #3 of \$112,621. (Motion Pepple, second Vericker, carried 5-0).
- RES. 20-123 That the Board approve the Pern Laughlin contract as DSA Inspector of Record for Shasta High School Shop Building Modernization. (Motion Pepple, second Hartt, carried 5-0).
- RES. 20-124 That the Board approve the COVID-19 Operations Report. (Motion Vericker, second Hartt, carried 5-0).
- RES. 20-125 That the Board waive the second reading and adopt Exhibit 6161.1 Selection and Evaluation of Instructional Materials. (Motion Pepple, second Zufall, carried 5-0).
- RES. 20-126 That the Board approve Outside Work Experience as practical/vocational credit instead of elective credit. (Motion Pepple, second Hartt, carried 5-0).
- RES. 20-127 That the Board approve the 2020-21 School Plans for Student Achievement. (Motion Pepple, second Hartt, carried 5-0).
- RES. 20-128 That the meeting adjourn. (Motion Ayer, second Pepple, carried 5-0).

PUBLIC COMMENTS:

Jessaca Lugo submitted a Public Comment in writing asking the Board to have students return to regular face-to-face instruction five days a week for the 2020-2021 school year.

REPORTS FROM SHASTA UNION HIGH SCHOOL DISTRICT ORGANIZATIONS:

SSEA President Gary Connolly had no comment.

ESP President Rhonda Minch had no comment.

CSEA President David Martin was not present.

REPORT FROM SUPERINTENDENT:

Jim Cloney reported that each graduation ceremony was a success thanks to parents, students and staff. The comprehensive sites conducted a drive through graduation that was live streamed for extended family to view. Mr. Cloney stated that summer school will be conducted online except for assessments, and there are approximately 150 students enrolled. Students who received an Incomplete during the last quarter of the semester will have the opportunity to make up work and receive a Pass in the first six weeks of the 2020-21 school year. Mr. Cloney stated that a majority of the 18% of students who received one or more incompletes only received one incomplete. He reported that the Maintenance and Operations Department has returned to work five days a week on campus for the summer months.

TRUSTEE COMMENTS AND LIAISON REPORTS:

Trustee Hartt acknowledged the public comment and stated that the Board advocates for local control. He stated that the District would do what they can within the constraints of the State and other Government entities in order to do what is best for the students.

Trustee Pepple thanked the teachers and staff for being flexible this last quarter and stated that she heard positive feedback from a Foothill High School parent.

Trustee Vericker congratulated the graduating seniors and relayed recognition to all of those involved in the planning of the ceremonies.

Trustee Ayer stated that there has been a lot of information continuously coming in from the different state school associations regarding the 2020-21 budget and noted that the District budget will be directly affected by the current economic uncertainties.

DISCUSSION:

CSBA Board Policies and Administrative Regulations: Trustee Zufall reviewed the policies and followed up with District administration prior to the meeting on his questions. He provided a brief overview of the policy updates and made a motion for the Board to waive the second reading and approve them. Trustee Pepple inquired if the Board could conduct a second reading, as she would like additional time to review them. Trustee Zufall withdrew his motion and made a motion to approve the first reading.

COVID-19: Jim Cloney stated that he would like school to fully reopen for the 2020-21 school year because it is what is best for students. Due to restrictions set forth by the state and Public Health, Mr. Cloney has been sitting on many planning committees to put plans in place for the next school year. He stated that he meets with Chief School Administrators on a routine basis, which consists of local county superintendents and the Shasta County Office of Education (SCOE) Superintendent. The SCOE Superintendent acts as the liaison between school districts and Public Health. Mr. Cloney also meets with the Superintendents of our partner Districts (Kindergarten through 8th grade school districts who attend our high schools) to ensure plans align since many siblings are in different districts. The District has a reopening committee consisting of department chairs, administration, SSEA and ESP. There is also a committee consisting of District administration and our labor groups. Mr. Cloney stated that the California Department of Public Health and the California Department of Education released guidelines on reopening schools. The following options are currently being evaluated: A) full face-to-face instruction; B) distance learning; and C) blended learning (a hybrid model of A & B). The District will most likely pursue option C in order to comply with State guidelines.

Mr. Cloney shared results from a parent survey including how concerned parents are with returning to campus with little or no restrictions. Results showed 60% are not concerned, 27% are somewhat concerned and 13% are very concerned. If schools do not reopen fully, 77% of parents were in favor of a blended learning environment. Mr. Cloney stated that transportation guidelines require students to be six feet apart and to wear face coverings. A school bus normally seats around forty students and with these requirements, only ten could be accommodated. Mr. Cloney reported that the Nutrition Services Department continues to provide meals through the summer months and ongoing conversations are happening on the limited use of cafeterias for next school year in order to abide by social distancing guidelines.

Mr. Cloney reported that the District is part of the Eastern Athletic League that competes in the Northern Section California Interscholastic Federation (NSCIF). Mr. Cloney has been meeting with members of the league and Shasta County Public Health to release guidelines for fall sports. The guidelines cover practices and conditioning. Another meeting has been scheduled to discuss fall competition. The league will abide by these guidelines until playoffs, where they will then have to follow NSCIF's guidelines. Mr. Cloney reported that he would like to message parents by the end of June on plans for the reopening of school next year. He emphasized the importance of communicating with staff, parents and students through the summer in order to keep the community informed.

PUBLIC HEARING Proposed Budget for 2020/21: At 7:06p.m., Trustee Ayer declared the meeting open to Public Hearing to allow interested parties an opportunity to speak on the proposed budget for 2020-21. There were no public comments and the hearing was closed.

David Flores conducted a PowerPoint presentation on the 2020/21 budget based off of the Governor's May revise. The multiyear assumptions spreadsheet lists the LCFF revenue decrease from 2nd interim for the 2020/21, 2021/22 and 2022/23 school year respectively as follows: (\$5,384,556), (\$6,694,103), (\$8,162,674). The multiyear ending balances projected for the 2020/21, 2021/22 and 2022/23 school year are respectively as follows: \$5,927,210, (\$549,051) and (\$7,630,783). Mr. Flores stated that he will submit the budget to the Shasta County Office of Education (SCOE). SCOE can certify a budget as positive, qualified or negative at any point during the school year. Mr. Flores stated that he has spoken with SCOE and they will wait until the State budget is formally adopted before they take any action. Trustees Zufall, Vericker and Ayer emphasized their concerns regarding the multiyear projections. Mr. Flores stated that the District was making reductions prior to COVID-19 in order to create a balanced budget. As a result of the financial crisis brought on by COVID-19, the District may not be able to make reductions fast enough to have a balanced budget for the 2021/22 or 2022/23 fiscal years. He noted that many other school districts will be facing the same dilemma. Jim Cloney stated that the budget is an ongoing living document and

DISCUSSION (continued):

Proposed Budget for 2020/21 (continued): Mr. Flores will make adjustments as more information becomes available. Trustee Ayer thanked Mr. Flores and his team for their continuous work on the budget.

PUBLIC HEARING Education Protection Account (EPA) Funds: At 7:45p.m., Trustee Ayer declared the meeting open to Public Hearing to allow interested parties an opportunity to speak on the EPA Funds. There were no public comments and the hearing was closed.

Grant Elementary School District Agreement: David Flores stated that the District will provide Business, Payroll, and Human Resources services for Grant Elementary School District. The District will receive approximately \$60,000 in revenue for the \$78,500 contract annually. Trustee Zufall commended the District on the partnership and Trustee Pepple emphasized the importance of providing services to other single school Districts if the opportunity promotes itself.

Tax Revenue Anticipation Note (TRAN): David Flores stated that districts utilize a TRAN, which is the equivalent of borrowing against future apportionments for a one-year period. It is a short-term debt instrument issued by school districts throughout the State to create an additional reserve to the general fund. In the District, this reserve will act as a cushion to the general fund in the event that we experience temporary cash flow needs. Mr. Flores stated that the District will probably only need to use \$5,000,000 of the \$20,000,000 TRAN but decided to apply for the larger amount due to the current unknowns of the State budget. Trustee Pepple inquired if the District will inform the Board before using the TRAN, and Mr. Flores reassured her that he would.

R6 Technology Contracts for Office Equipment/Info Tech Equipment: David Flores stated that the IT Department issued a Request for Proposal (RFP) for office equipment and related technology in order to update pricing since this has not been done since 2013. The District is recommending Carrel's Office Solutions and Ray Morgan Company be awarded the contracts. Legal counsel confirmed the District could select two businesses.

Bond Program Update: David Flores stated that the field at Shasta High School (SHS) and the track at Enterprise High School (EHS) are meeting their construction schedules. Construction has begun on the Foothill High School (FHS) field. The District will be going out to bid on three separate projects and Mr. Flores requested the Board attend a special Board meeting in early July to approve the bids in order to start the projects. The District will email the Board to confirm a specific date and time for the meeting. Mr. Cloney stated that if possible, he would like to schedule a visit of the new facilities in the fall and invite the media in order to show the community how proud and thankful the District is for the new facilities.

Bid Awards: David Flores stated that the bids for the SHS Shop Building Modernization project were high and he recommended the Board not take a motion on the agenda item. There was no motion made and the bid was not approved by a lack of motion. Mr. Flores stated that the District would go back out to bid and ask for approval at the special Board meeting. Mr. Flores recommended the Board award the bid for the Pavement Rehabilitation Project at Enterprise High School as follows: SnL Group Inc. in the amount of \$1,450,171. He recommended the Board award the bid for the Pavement Rehabilitation Projects for Foothill High School, Shasta High School, Pioneer Continuation High School and Transportation Yard as follows: SnL Group Inc. base bid of \$1,582,799, add alternate #2 of \$419,102 and add alternate #3 of \$112,621.

COVID-19 Operations Report: Jim Cloney stated that the District would normally review the draft Local Control and Accountability Plan (LCAP) at the regular June Board meeting but due to the COVID-19 shutdown, the District is required to submit the COVID-19 Operations Report to SCOE following Board approval. The report covers the following four categories: providing high quality distance learning, providing meals to students and providing childcare as appropriate, and an overview of changes to program offerings in response to COVID-19. Mr. Cloney stated that the LCAP deadline has been pushed to December 15, 2020.

DISCUSSION (continued):

Exhibit 6161.1 Selection and Evaluation of Instructional Materials: Milan Woollard stated that the Board resolution certifying adequate textbooks and instructional materials was amended per auditor's request and approved at the May 12, 2020 Board meeting to include and specify pupils enrolled in foreign language and health and laboratory science equipment. District Administration would like to update the original version of Exhibit 6161.1 Selection and Evaluation of Instructional Materials in the Policy database to ensure compliance in the future.

Outside Work Experience: Milan Woollard stated that the District would like to change Outside Work Experience from an elective credit to a practical/vocational credit. Trustees Hartt and Pepple asked for further information as to why the District is making this recommendation. Mr. Woollard stated that students in Outside Work Experience are required to meet with their teacher once per week. The course includes resume building and interviewing while gaining practical life experiences in a job which directly applies to a practical/vocational credit.

ADVANCE PLANNING:

Next Meeting Dates: July 14, 2020

ADJOURNMENT:

The meeting adjourned to closed session at 8:18p.m.

Ron Zufall, Clerk
Board of Trustees

Jim Cloney, Executive Secretary
Board of Trustees