



**Board of Trustees**

Jamie Vericker  
Constance Pepple  
Ron Zufall  
Mike Doran  
Andrea Hoheisel

**Student Board Member**

Jackson Richards

**Superintendent**

Jim Cloney

**Shasta Union High School District  
Board of Trustees Regular Meeting**

Board Room  
Shasta Union High School District  
2200 Eureka Way Suite B, Redding, CA 96001  
April 4, 2023  
5:30 p.m. – Call to Order  
5:30 p.m. – Closed Session  
6:30 p.m. – Open Session

***Mission:***

*To inspire and prepare every student to succeed in high school and beyond.*

*Our Board and staff are committed to excellent education through academics, Career Technical Education, the arts, athletics and activities. Our students gain the confidence and skills to adapt in their ever-changing world. Together with our families, we develop responsible members of the community.*

***Vision:***

*Educating Every Student for Success*

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 Board Secretary Jim Cloney at (530) 241-3261 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 2200 Eureka Way Suite B, Redding, CA during normal business hours.

**Agenda**

1. CALL PUBLIC SESSION TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT – CLOSED SESSION

The public may comment on any closed session item that will be heard. The Board may limit comments to no more than three minutes pursuant to Board policy.

4. CLOSED SESSION
  - 4.1 Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957)
  - 4.2 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 Leo Perez - 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.
5. RECONVENE IN OPEN SESSION – OPENING BUSINESS
  - 5.1 Pledge of Allegiance
  - 5.2 Mission and Vision Statements

## 6. RECOGNITION OF STAFF AND/OR STUDENTS

## 7. PUBLIC COMMENT

The public may comment on any specific agenda item or any item of interest to the public that is within the Board's jurisdiction. The Board may limit comments to no more than three minutes pursuant to Board policy. The maximum time allowed for each agenda item shall be 20 minutes. The Board President may further limit the speaking time allowed in order to facilitate the progress of the meeting.

## 8. PRESENTATIONS

8.1 Gains in Reading Intervention with a Professional Learning Community – Instructional Coaches Kelli Smith and Tanya Randolph

8.2 Nutrition Services Annual Report – Director Fred Schafer

## 9. APPROVAL OF AGENDA

## 10. APPROVAL OF CONSENT AGENDA

Items listed under the Consent Agenda are considered to be routine and are acted on by the Board of Trustees 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 the Administration recommends approval on all Consent Items. Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

### 10.1 Business Services

A. Ratify Commercial Warrants and Payroll Distributions for March 2023

B. Monthly Financial Report

### 10.2 Human Resources

A. Approve Human Resources Action Report

B. Accept the Quarterly Report on the Williams Uniform Complaints for January 1, 2023 – March 31, 2023

## 11. REPORTS

### 11.1 Employee Associations

A. Shasta Secondary Education Association – Layne McLean, President

B. Educational Support Professionals Association – Rhonda Minch, President

C. California School Employees Association – David Martin, President

### 11.2 Principals

A. Alternative Education – Tim Calkins

B. Enterprise High School – Ryan Johnson

C. Shasta High School – Shane Kikut

D. Foothill High School – Kevin Greene

### 11.3 Superintendent

### 11.4 Board Members

## 12. BUSINESS

### 12.1 Administration

A. PUBLIC HEARING: The Board may hear comments from the public regarding the proposed negotiation between the District and the Shasta Secondary Education Association (SSEA) for 2023-2024 (*Discussion*)

B. PUBLIC HEARING: The Board may hear comments from the public regarding the proposed negotiation between the District and the Educational Support Professionals Association (ESP) for 2023-2024 (*Discussion*)

- C. PUBLIC HEARING: The Board may hear comments from the public regarding the proposed negotiations and compensation between the District and CSEA Chapter 181 for 2023-2024 (*Discussion*)
- D. The Board will determine Trustee Assignments for participation at the 2022-23 graduation ceremonies (*Discussion*)
  - Shasta Charter Academy – June 3 at 4:00 p.m., David Marr Theater (SLC)
  - Fire Science Program – June 1 at 6:00 p.m., FHS Large Gym
  - University Preparatory School – June 2 at 8:00 p.m., Gilmore Field (UPrep)
  - Gateway to College – June 2 at 4:00 p.m., Shasta College
  - Shasta Collegiate Academy– June 1 at 6:00 p.m., David Marr Theater (SLC)
  - Pioneer High School – June 6 at 6:00 p.m., David Marr Theater (SLC)
  - Foothill High School – June 8 at 8:00 p.m., Bill Johnson Memorial Stadium (FHS)
  - Enterprise High School – June 9 at 8:00 p.m., Enterprise Community Stadium (EHS)
  - Shasta High School – June 9 at 8:00 p.m., Thompson Field (SHS)
- E. Approve minutes for the March 14, 2023 regular Board meeting (*Action*)
- F. Excuse Trustee Zufall's absence from the March 14, 2023 regular Board meeting (*Action*)

#### 12.2 Human Resources

- A. Approve salary schedules for Supervisory and Certificated Management (*Action*)
- B. Approve resolution for reduction in number of classified employees (*Action*)

#### 13. ADVANCE PLANNING

- 13.1 Next Meeting Dates: Spring Study Session April 19, 2023 and Regular Board Meeting May 9, 2023
- 13.2 Suggested Future Agenda Items

#### 14. ADJOURNMENT

- 14.1 The Board may reopen Public Comment.
- 14.2 The Board may adjourn to closed session to continue discussion on topics listed from the 5:30 p.m. session.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Commercial Warrants and Payroll Distributions

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
Provided under separate cover are the monthly warrant registers for both commercial warrants and payroll distributions.

**REFERENCES:**  
Copies may be obtained at the District office or by calling (530) 241-3261.  
Education Code Section 42632 and 42633

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Monthly Financial Report

**PREPARER:** David Flores, Chief Business Official

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

The monthly financial report is composed of actual expenditures through March 27, 2023 compared to the March 14, 2023 Second Interim Budget. The amounts are a combination of Unrestricted and Restricted categories. As of March 27th, we are 75% through the fiscal year. We have received 57% of our revenues, and have expended 57% of planned expenditures.

Salary and benefits are where we would expect them to be at the end of March. The Books and Supplies budget was increased at Second Interim to account for increases in categorical funding which is driving the 30% expenditure rate. Services and Other Operating expenditures are showing 85% of the budget being spent, this is higher than where we are at in the year as some of the expenses in this category are paid at the beginning of the year (service contracts). The Capital Outlay budget was increased at Second Interim to account for open projects coming to fruition. We expect to see much of this budget spent prior to the close of the year on June 30, 2023.

# SHASTA UNION HIGH SCHOOL DISTRICT

2022-2023

General Fund Expenditures as of March 31, 2023

		2022-2023 Second Interim Budget (A)	2022-2023 Actuals 3/31/2023 (B)	2022-2023 Remaining Balance (C) = (A) - (B)	75.00% of FY Complete (D) = (B) / (A)
<b>REVENUES</b>					% Spent or Received
Revenue Limit Sources	8010 - 8099	50,882,581	30,500,515	20,382,066	60%
Federal Revenues	8100 - 8299	8,351,834	4,930,755	3,421,079	59%
Other State Revenues	8300 - 8599	13,226,116	4,748,251	8,477,865	36%
Other Local Revenues	8600 - 8799	8,408,966	6,481,021	1,927,945	77%
Interfund Transfers In/Other Sources	8910 - 8979	577,000	0	577,000	0%
<b>TOTAL REVENUES</b>		<b>81,446,497</b>	<b>46,660,543</b>	<b>34,785,954</b>	<b>57%</b>
<b>EXPENDITURES</b>					
Certificated Salaries	1000 - 1999	24,334,626	15,681,579	8,653,047	64%
Classified Salaries	2000 - 2999	10,112,045	6,703,322	3,408,723	66%
Employee Benefits	3000 - 3999	18,735,273	9,378,716	9,356,557	50%
Books and Supplies	4000 - 4999	9,252,537	2,761,387	6,491,150	30%
Services, Other Operating Expenses	5000 - 5999	8,064,792	6,889,629	1,175,163	85%
Capital Outlay	6000 - 6599	5,456,030	2,819,127	2,636,903	52%
Other Outgo	7100 - 7299	1,079,770	190,242	889,528	18%
Direct Support / Indirect Costs	7300 - 7399	(130,646)	0	(130,646)	0%
Debt Service	7438 - 7439	0	0	0	0%
Interfund Transfers Out/Other Uses	7610 - 7699	1,179,323	48,323	1,131,000	4%
<b>TOTAL EXPENDITURES</b>		<b>78,083,750</b>	<b>44,472,324</b>	<b>33,611,426</b>	<b>57%</b>
NET INCREASE/DECREASE IN FUND BALANCE		3,362,747	2,188,219		
<b>BEGINNING BALANCE</b>		<b>18,417,583</b>	<b>18,417,583</b>		
<b>ENDING BALANCE</b>		<b>21,780,330</b>	<b>20,605,802</b>		

## Components of Ending Fund Balance

Reserved Rev Cash/Prepays/Stores  
Economic Uncertainty (3.5%)  
Committed  
Assigned  
Restricted  
Total

17,400			
2,732,931			
7,291,781			
-			
11,738,218			
21,780,330			

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Human Resource Action Report

**PREPARER:** Jason Rubin  
Associate Superintendent of Human Resources

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
Approve personnel changes to meet the needs of our District as outlined on the following report.

**Shasta Union High School District  
HUMAN RESOURCES ACTION REPORT**

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
<b><u>Classified</u></b>		
<b><u>Hours Change (Decrease/Increase)</u></b>		
Bonnie Byers	Bus Driver, Transportation 6 hours/10 months	March 16, 2023
Feyorn "Chloe" Saelee	Receptionist, DO 3 hours/10 months	March 20, 2023
<b><u>New Hires</u></b>		
William Sherwood	Custodian, FHS 8 hours/12 months	March 15, 2023
<b><u>Position change/Promotion</u></b>		
Teri O'Hara	Mental Health Coordinator, DO 6 hours/213 days	March 1, 2023
Beatriz Rico	At-Risk Para, SHS 6.5 hours/10 months	March 13, 2023
April Williams	Registrar, SHS 8 hours/248 days	March 27, 2023
<b><u>Resigned/Retired</u></b>		
Justin Bright	Instructional Para-Sp Ed, PHS 5.75 hours/10 months	March 24, 2023
Maite De La Torre	Bilingual Paraprofessional, FHS 6.5 hours/10 months	March 29, 2023
<b><u>Certificated</u></b>		
<b><u>Hours Change (Decrease/Increase)</u></b>		
Edward Raschein	0.8 FTE, CTE EMT & Medical Careers	March 1, 2023



# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Quarterly Report - Williams Uniform Complaints

**PREPARER:** Jason Rubin  
Associate Superintendent of Human Resources

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
No Williams Uniform Complaints have been filed between January 1, 2023 and March 31, 2023.

**Academic School Year 2022-2023**  
**Quarterly Report on Williams Uniform Complaints**  
[Education Code § 35186]

District: Shasta Union High School District

Form Completed By: Cindy Chao Title: Administrative Assistant - HR

Quarterly Report Submission Date: ☐ October 2022 ☒ April 2023  
(Please check one) ☐ January 2023 ☐ July 2023

Date for information to be reported publicly at governing board meeting: April 4, 2023

Please check the box that applies:

☒ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignments			
Facilities Conditions			
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>

Jim Cloney

\_\_\_\_\_  
Print Name of District Superintendent

\_\_\_\_\_  
Signature of District Superintendent

04/04/2023  
Date

Submit by the 15th of the month to: Barbara Erlei at [berlei@shastacoe.org](mailto:berlei@shastacoe.org)

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Public Hearing – Proposed Negotiations

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:** ☐ Action  
☒ Discussion  
☐ Information

**BACKGROUND:**

District Administration, Shasta Secondary Education Association (SSEA), Educational Support Professionals (ESP), and California School Employees Association (CSEA) Chapter #181 “sunshined” initial negotiation proposals for 2023-24 at the March 14, 2023 Board meeting. The proposals have been posted on the District’s website for public review and the public is invited to come forward with comments during the public hearing.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Trustee Assignments for Graduation Ceremonies

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**

- ☐ Action
- ☒ Discussion
- ☐ Information

**BACKGROUND:**

Each year in April, the Board appoints the Trustees to participate at the various graduation ceremonies for all District schools.

**REFERENCES:**

Dates/times/locations are listed on the agenda.

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Minutes from March 14, 2023 regular Board Meeting

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:**

- ☒ Action
- ☐ Discussion
- ☐ Information

**BACKGROUND:**  
Staff has reviewed the minutes and recommends approval as presented.



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

**Board Room  
2200 Eureka Way  
Redding, CA 96001**

**March 14, 2023  
UNADOPTED MINUTES**

A regular meeting of the Governing Board of the Shasta Union High School District was called to order at 5:30 p.m. by Trustee Vericker in the Shasta Union High School District Board Room.

**ROLL CALL:** Trustees Jamie Vericker, Constance Pepple, Mike Doran, and Andrea Hoheisel were present. Also present: Superintendent Jim Cloney, Associate Superintendent of Human Resources Jason Rubin, Associate Superintendent of Instructional Services Leo Perez, 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 at 5:30 p.m. 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 Leo Perez - 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; 3) Preliminary Public Employee Performance Evaluations (G.C. 54957). Titles: Chief Business Official, Associate Superintendent/Human Resources and Associate Superintendent/Instructional Services; and 4) Preliminary Public Employee Performance Evaluation (G.C. 54957). Title: Superintendent.

The Board reconvened into open session at 6:38 p.m. The Board had no action to report out from closed session. Student Board Member Jackson Richards was present for the open session portion of the meeting. Trustee Vericker led the pledge of allegiance and Trustee Richards recited the mission and vision statements. This month's student artwork display is from Shasta High School.

- RES. 23-027** That the Board approve the agenda, as presented. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-028** That the Board approve the consent agenda, as presented. (Motion Doran, second Pepple, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-029** That the Board approve the minutes for the February 14, 2023 regular Board meeting. (Motion Doran, second Pepple, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-030** That the Board ratify commercial warrants in the amount of \$3,129,276.11 and payroll distributions in the amount of \$3,784,556.03 for the period of 2/01/2023 – 2/28/2023. (Motion Doran, second Pepple, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-031** That the Board approve the field trip requests, as follows: SHS Culinary Club travels to Orlando, FL April 20-25, 2023 and SHS Robotics travels to Dallas, TX April 24-28, 2023. (Motion Doran, second Pepple, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-032** That the Board approve the annual Certification of Athletic Coaches. (Motion Doran, second Pepple, carried 4-0. Student Board Member Richards: Aye)

- RES. 23-033 That the Board approve the Human Resources Action Report, as follows: *Classified – (Hours Increase)*: Matej Hornich, Bus Driver 5.75 hours/10 months (Transportation), effective March 1, 2023. *(New Hires)*: Grace Alvarez-Montgomery, Bus Driver 6.5 hours/10 months (Transportation), effective March 1, 2023; Longhui Huang, Food Nutrition Specialist 5.5 hours/10 months (SHS), effective March 1, 2023; Andrew Sharp, Custodian 8 hours/12 months (SHS), effective February 14, 2023; Kai Sun, Food Nutrition Specialist 5.5 hours/10 months (SHS), effective March 1, 2023; Mei Yu, Food Nutrition Specialist 5.5 hours/10 months (EHS), effective March 1, 2023; and Xia Yuan, Food Nutrition Specialist 4 hours/10 months (SLC), effective March 1, 2023. *(Position change)*: Heather Frandsen, Specialized Health Care Assistant 7 hours/211 days, effective March 1, 2023. *(Probationary Release/Termination)*: Efrain Marin, Custodian 8 hours/12 months (SLC), effective February 28, 2023. *(Resigned/Retired)*: Ruth Reyna, Bilingual Paraprofessional 6.5 hours/10 months (EHS), effective June 8, 2023. *Certificated - (Resignations/Retirements Effective June 30, 2023)*: Lou Polcari, Music 5/5 (SHS); Courtney Kreps, English 5/5 (EHS); and Landon Woollard, Math 5/5 (SHS). (Motion Doran, second Pepple, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-034 That the Board waive the second reading and approve the Board Policies and Administrative Regulations, as provided by CSBA with grammatical changes. (Motion Hoheisel, second Pepple, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-035 That the Board approve the 2022-2023 Second Interim Budget Report. (Motion Hoheisel, second Doran, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-036 That the Board approve the contract with Blue Tent Farms, dba Wester Grazers for Goat Grazing Services and Foothill High School and Shasta High School. (Motion Pepple, second Doran, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-037 That the Board approve the Bus Lease Purchase Agreement Resolution for the purchase of seven buses, Board approved on January 10, 2023. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-038 That the Board approve the Foothill High School Sports Boosters Kick-Off Classic Fundraiser event. (Motion Pepple, second Doran, abstain Hoheisel, carried 3-0. Student Board Member Richards: Aye)
- RES. 23-039 That the Board approve to enter into a contract with KYA Services LLC (KYA Group) through the California Multiple Award Schedule ("CMAS") contract 4-20-78-0089C to replace the surface of the Shasta Learning Center track. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-040 That the Board approve the Transportation Services Plan. (Motion Pepple, second Doran, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-041 That the Board approve the General Waiver Request to Provide a Reduced-Day Extended School Year Program. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-042 That the Board approve the certificated Mental Health Clinician job description. (Motion Pepple, second Doran, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-043 That the Board approve the new classified Mental Health Coordinator job description. (Motion Doran, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-044 That the Board approve the new classified Computer Support Tech II job description. (Motion Pepple, second Doran, carried 4-0. Student Board Member Richards: Aye)

- RES. 23-045 That the Board approve the Salary Schedules for ESP and Supervisory. (Motion Pepple, second Hoheisel, carried 4-0. Student Board Member Richards: Aye)
- RES. 23-046 That the meeting adjourn. (Motion Pepple, second Doran, carried 4-0. Student Board Member Richards: Aye)

**RECOGNITION OF STAFF AND/OR STUDENTS:**

The Board of Trustees and Administration recognized Foothill High School (FHS) senior Claire DeLoge, Shasta High School (SHS) Principal Secretary Sarah Price, Shasta Learning Center Lead Custodian Jose Barragan Magallon, and Enterprise High School (EHS) teacher Ray Hermann.

**PUBLIC COMMENT:**

Gina (no last name provided) raised concerns regarding the use of non-educational movies in her son's classroom from a substitute teacher for approximately two to three weeks. She stated that she has reported this to the proper channels and inquired if there needs to be policy in place regarding lesson plans for substitute teachers to avoid this in the future.

Mrs. Vega Sanchez provided the Board with scholarship information.

**REPORTS FROM SHASTA UNION HIGH SCHOOL DISTRICT ORGANIZATIONS:**

SSEA President Layne McLean stated that he would defer his report time to later on in the agenda when SSEA sunshines their initial proposal for negotiations.

ESP President Rhonda Minch stated that she would also defer her time to sunshine ESP's proposal.

CSEA President David Martin stated that he would also defer his time to sunshine CSEA's proposal.

**REPORTS FROM PRINCIPALS:**

Alternative Education: Tim Calkins reported that the English and social science curriculum is now available on Shasta Collegiate Academy's new curriculum platform Canvas. Training is ongoing and the system will be fully operational starting next school year. Mr. Calkins stated that twenty-two students graduated from Pioneer Continuation High School (PHS). PHS recently had Shasta College, Sierra Pacific, and the National Guard conduct presentations for students. Mr. Calkins reported that a PHS student took 2<sup>nd</sup> place in the Kool April Nights drawing competition.

Enterprise High School: Ryan Johnson reported that he attended the Principal for a Day Breakfast at the Shasta County Office of Education (SCOE) today. He stated that the new wellness center is fully constructed and the Counseling Department will unveil it to staff and students in the near future. Mr. Johnson reported that they continue to hire new staff and hope to bring ceramics back to EHS next school year.

Shasta High School: Shane Kikut thanked Jim Cloney for attending their WASC meeting. He commended staff on their hard work over the past two years in order to complete the WASC self-study document. He recognized SHS student Olivia Kang for winning best of show at the Shasta County Arts Jury Show and Herma Hernandez on taking first place in the Kool April Nights drawing competition. Mr. Kikut invited the Board to attend the production of *Mama Mia* in early May and thanked the Human Resources department for their hard work in order to get the District staffed.

Foothill High School: Kevin Greene stated that they are in the middle of a WASC visit. He thanked Trustee Pepple and Mr. Cloney for meeting with the WASC team today. Mr. Greene reported that the WASC team will meet with the entire staff tomorrow and they will continue to work on their action plan in order to submit their WASC documents. He stated that they have implemented a new recognition program called the Cougar Shout Out. Students are able to recognize their classmates on a Google Doc and Administration selects a few submissions to share with the student body. Mr. Greene stated that he also attended the Principal for a Day Breakfast at SCOE and that he is excited for spring sports.



**REPORT FROM SUPERINTENDENT:**

Jim Cloney stated that the counselors have been enrolling current students for their courses next year and meeting with our feeder schools to enroll incoming freshman. He reported that the District has been approving numerous inter-district transfers allowing students from outside the District boundaries to enroll. Mr. Cloney stated that the Human Resources Department is actively hiring for next year and noted that the applicant pools are smaller but the District is seeing quality applicants. Mr. Cloney reported that he met with the WASC team along with Trustee Pepple at FHS today where they discussed the importance of Board members touring campuses and possibly entering classrooms.

**TRUSTEE COMMENTS AND LIAISON REPORTS:**

Trustee Pepple stated that her meeting with the WASC team at FHS was fun and that they had wonderful things to say about the school.

Trustee Vericker apologized to Mr. Kikut for not being able to attend their WASC visit due to his wife's birthday.

**DISCUSSION:**

**CSBA Board Policies:** Jim Cloney reported that Trustee Hoheisel has reviewed the CSBA policies and addressed her questions with District Administration. Trustee Hoheisel stated that there was a minor grammatical error on page nine under the Administration section and a sentence structure error in the Instructional Services section. Trustee Hoheisel noted that she had questions regarding health examinations, specifically if parents opt in or out of the exams for their child.

Mr. Rubin stated that parents consent to the examinations when they sign the Student Parent Handbook, however, they do have the option to opt out. Trustee Pepple stated that she prefers the opt out option. Trustee Hoheisel stated that Mr. Flores clarified her questions regarding bussing, specifically how the District partners with RABA and the services offered for homeless youth. Mr. Flores stated that the District may offer RABA bus passes or taxi services for homeless youth and that there is no fee for students to use the District's transportation services. Trustee Pepple asked Mr. Cloney to follow up on transportation issues for a student that was mentioned at the FHS WASC visit.

Mr. Cloney stated that the Board can waive the second reading and approve some or all of the policies tonight or can bring them back for a second reading at the next Board meeting. Trustee Hoheisel stated that she agreed with the District's recommendations and recommended approval of the policies as presented with the exception of amending the two grammatical errors.

Initial Proposals for Negotiation:

Jim Cloney presented the District's initial proposal for negotiations with SSEA, ESP and CSEA for 2023-24, as follows:

- *SSEA – Article 9 Assignment, Reassignment and Transfers and Article 11 Leaves*
- *ESP – Article 8 Vacations and Article 10 Hiring, Promotions, and Transfers*
- *CSEA – The entire CSEA contract will be reviewed for clarifications/deletions/corrections as the current contract expires October 31, 2023. In addition, the District will address compensation.*

Jim Cloney stated that compensation has not been proposed with SSEA and ESP because we are currently completing the first year of a three-year compensation agreement.

SSEA Lead Negotiator Sheena Thurston introduced the negotiating teams for SSEA and ESP. Mrs. Thurston presented SSEA and ESP's initial proposals for negotiation for 2023-24, as follows:

- *ESP – Article 10: Hiring, Promotions, and Transfers and Article 14 Compensation*
- *SSEA – Article 7 Hours for Employment and Article 8 Class Size*

CSEA President David Martin presented CSEA's initial proposals for negotiation for 2023-24, as follows:

- *The entire CSEA contract will be reviewed for clarifications/deletions/corrections as the current contract expires October 31, 2023. In addition, CSEA will address Article 14 Compensation.*

**DISCUSSION:**

Initial Proposals for Negotiation (continued):

Trustee Doran inquired why CSEA did not have a multiyear compensation agreement. Mr. Cloney stated that they wanted a multiyear compensation agreement that aligned with their contract term.

In addition, the District, SSEA, ESP and CSEA will address term and completion of meet and negotiate per the contract. Initial proposals will be posted on the SUHSD website, and a Public Hearing to allow comment on the proposals presented this evening will be agendized for the April 4 regular Board meeting.

Second Interim Budget Report: David Flores stated that the ending balance variance from the first to second interim is an increase of \$3,949,804 for the 2022-2023 school year. The increase in revenue is driven from LCFF, local, state and federal funds with approximately \$5.4 million towards categorical programs through the state. Trustee Doran inquired why the District is seeing an increase in funds. David Flores provided some background on ESSER III funds and how they are being applied. Mr. Flores explained how the budget is certified as positive, qualified or negative by the Shasta County Office of Education. He stated that he feels our budget will be positive.

Mr. Flores presented a multi-year projection broken down by restricted and unrestricted funds. The projected budget is \$22,383,793 for 2023-2024 and \$21,344,755 for 2024-2025. Trustees Doran and Pepple raised concerns on the future of the economy. Trustee Doran inquired if the District needs to increase its reserves. Mr. Flores stated that once the COLA is finalized, the District can review ending balances and plan on how to best stay solvent and positive moving forward. Trustee Hoheisel inquired where the District receives forecasted ADA. Mr. Flores stated that it is based off of local K-8 schools and noted that the state now allows Districts to base ADA off of a three year average. He recommended approval of the budget. Trustee Pepple commended Mr. Flores on the budget.

Blue Tent Farms Contract: David Flores stated that this is the third year the District is recommending the use of goats to clear brush on District properties. He noted that Cal Fire no longer provides services through convict crews, and the goats have proven to be the most cost effective way to clear brush. Trustee Hoheisel inquired if this is the same company the city of Redding contracts with. Mr. Flores stated that it is the same private company.

Bus Lease Purchase Agreement: David Flores stated that the Board authorized the District to purchase up to eight buses at the regular January Board meeting. Mr. Flores stated that the Board has been provided a resolution for the purchase of seven buses that will be financed over four years at a 5.69% interest rate with an annual payment of approximately \$469,000. Trustee Doran inquired if the District has sold the bus with the compressor issue. Mr. Flores stated that the District has not yet sold the bus and when we do, it would be approved by the Board through a surplus request.

FHS Sports Boosters Kick-Off Classic Fundraiser: David Flores stated that pursuant to Board Policy 7400, the Board is required to approve special events where alcohol will be consumed on campus. He reported that the FHS Athletics Boosters would be holding a fundraiser for the football program. Mr. Flores noted that these events are not covered by the Districts liability JPA, and the District is responsible for the first \$150,000 in the event of a claim. Trustee Hoheisel inquired if the District could be sued for a drinking and driving accident. Trustee Vericker stated that the District could be sued. He noted that the fundraisers do not have to pay a facility fee. Mr. Cloney stated that these events have many safe guards in place including no students on campus. Trustee Pepple inquired if the District could provide the Board the policy and history of events so the new Board members could have a better understanding. Mr. Cloney stated that he could provide this information. Trustee Pepple inquired if the Board could also have a discussion on voting practices at the spring study session. Mr. Cloney stated that the Board could.

Track Contract: David Flores recommended the Board approve the contract for the replacement of the Shasta Learning Center track. He stated that this project will be fully covered by bond funds and that this will exhaust the remaining bond funds.

**DISCUSSION (continued):**

Transportation Services Plan: Leo Perez provided an overview of the Transportation Services Plan. The District conducted surveys and held in person meetings to gather input from school staff, parents, and students in order to create the plan. Mr. Perez stated that transportation is not provided to families within a three-mile radius of a school. Based on feedback, the District will look at the feasibility of including stops inside the three-mile radius. The District will also partner with Redding Area Bus Authority (RABA) to provide stops within the three-mile radius and to provide bus passes for students. Emphasis will be placed on addressing the needs of socially economically disadvantaged, foster, homeless, and English Language Learner students.

Trustee Hoheisel inquired if students would be with the general public on a RABA bus. Mr. Perez stated that students would be. Trustee Vericker inquired if the plan would provide ongoing funds. Jim Cloney stated that the funding model is ongoing and that we will receive approximately \$700,000 this year, which will help offset the \$1.9 million purchase of the seven new school buses. Mr. Perez noted that the new buses will have additional seats which could allow for more stops within the three-mile radius. Trustee Pepple noted that these ongoing funds could go away with economic uncertainty. Mr. Perez stated that the District is required to provide transportation for special education students regardless of proximity to their school of residence. Trustee Doran inquired if Mr. Perez could think of anything else to enhance the plan. Mr. Perez stated that the plan is a living document and if needed, the District will modify it to best meet the needs of the students.

PUBLIC HEARING - Reduced-Day Extended School Year Program: At 8:38 p.m., Trustee Vericker declared the meeting open to Public Hearing to provide interested parties an opportunity to speak regarding the Reduced-Day Extended School Year (ESY) program. There were no comments, and the public hearing was declared closed.

Jason Rubin stated that the District is required to offer a minimum number of days of ESY for those Special Education students who's Individualized Education Plan (IEP) indicates that the team felt ESY was necessary. The reduction in days is from twenty to fifteen as long as the District increases the hours from four to five and a half hours per day. Mr. Rubin stated that the main benefit to this reduction in days is that it allows staff more hours each day to work with students and it falls in the line with neighboring school districts. Jim Cloney stated that in addition, the District also offers services through summer school.

Job Descriptions: Jim Cloney stated that the District has received counseling services for emotionally disturbed students through the California Special Education Local Plan Area (SELPA). The funding model has changed and the District is now able to employ our own counselors. Jason Rubin stated that the Mental Health Clinician job description falls under a counselor salary schedule and is considered certificated if they have the proper educational credential (i.e. counselor, school psychologist). Mr. Rubin stated that the Mental Health Coordinator position is considered classified because they do not have an educational credential but are a licensed marriage and family therapists (LMFT). The District piloted the program this year and currently has one Mental Health Clinician and one Mental Health Coordinator. Mr. Rubin stated that approving both job descriptions allows the District more flexibility. He noted that general education students receive counseling through the Steps to Tomorrow program.

Mr. Rubin stated that as the District contracts Information Technology services with more Districts, we are in need of a Computer Support Tech II. He stated that the salary schedules have been updated to reflect the new positions. Trustee Hoheisel inquired if the new positions are included in the budget. Mr. Flores stated that they are.

**ADVANCE PLANNING:**

Next Meeting Dates: Regular Board Meeting April 4, 2023 and Spring Study Session April 19, 2023

**ADJOURNMENT:**

The meeting adjourned at 8:49 p.m.

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Ron Zufall, Clerk  
Board of Trustees

*Bd. Min. 3-14-23 //l*

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Jim Cloney, Executive Secretary  
Board of Trustees

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Trustee Absence at the March 14, 2023 regular Board meeting

**PREPARER:** Jim Cloney, Superintendent

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**  
Board Bylaws and Ed. Code allow the Board to approve Trustee absences at Board meetings for reasons that are deemed acceptable.

**REFERENCES:**  
Board Bylaw 9250/Ed. Code 35120c

# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Salary Schedules

**PREPARER:** Jason Rubin  
Associate Superintendent of Human Resources

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

The Board approved an updated Supervisory salary schedule at the March 14, 2023 meeting to add the Mental Health Coordinator Position. The District recommends amending the effective date from March 1, 2023 to July 1, 2022 for reporting purposes.

The District recommends the reduction in the number of days for the Director of Special Ed from a 229 day assignment to a 219 day assignment on the Certificated Management salary schedule to best meet the needs of the Department.

**SHASTA UNION HIGH SCHOOL DISTRICT**

**SUPERVISORY SALARY SCHEDULE  
EFFECTIVE 7.1.22**

							LONGEVITY INCREASES				
							5.00%	5.00%	5.00%	5.00%	7.50%
RANGE	POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	6 YRS	10 YRS	15 YRS	20 YRS	25 YRS
1	ADMIN SECRETARY	\$22.93	\$24.07	\$25.25	\$26.53	\$27.88	\$29.27	\$30.74	\$32.29	\$33.89	\$36.41
2	DISTRICT APP SYSTEM SUPV SNR. TECH SUPP SUPV	\$32.84	\$34.46	\$36.18	\$37.99	\$39.88	\$41.90	\$44.00	\$46.18	\$48.51	\$52.12
3	INFO TECH SUPV	\$44.64	\$46.85	\$49.20	\$51.67	\$54.25	\$56.99	\$59.83	\$62.83	\$65.96	\$70.90
4	CENTRAL KITCH SUPV	\$25.09	\$26.36	\$27.69	\$29.04	\$30.50	\$32.02	\$33.64	\$35.30	\$37.09	\$39.85
5	SUPV OF TRANSP SUPV OF M & O	\$34.63	\$36.34	\$38.17	\$40.06	\$42.07	\$44.18	\$46.40	\$48.71	\$51.15	\$54.99
9	BUSINESS SERVICES MGR	\$46.77	\$49.08	\$50.87	\$52.85	\$54.83	\$57.59	\$60.46	\$63.47	\$66.64	\$71.63
10	MENTAL HEALTH COORDINATOR	\$56.34	\$59.12	\$62.10	\$65.17	\$68.45	\$71.89	\$75.48	\$79.24	\$83.20	\$89.43
<b>*POSITIONS CURRENTLY UNFILLED/INACTIVE</b>											
2	SUPV OF PAYROLL & BENEFITS	\$31.57	\$33.11	\$34.78	\$36.52	\$38.35	\$40.29	\$42.29	\$44.39	\$46.62	\$50.11
6	ACCOUNTING & BUDGET SUPV	\$37.65	\$39.56	\$41.53	\$43.60	\$45.79	\$48.09	\$50.49	\$53.01	\$55.66	\$59.84
7	*PROJECT COORD.	\$25.09	\$26.36	\$27.69	\$29.04	\$30.50	\$32.02	\$33.64	\$35.30	\$37.09	\$39.85
8	*SCHL MAINT SUPV	\$29.65	\$31.15	\$32.71	\$34.35	\$36.04	\$37.85	\$39.75	\$41.72	\$43.81	\$47.11

A.A. STIPEND       \$                               356  
B.A./B.S. STIPEND \$6                           650  
MASTERS STIPEND   \$                           1,282

THERE WILL BE LONGEVITY INCREMENTS AT THE COMPLETION OF 6 YEARS (5.00%), 10 YEARS (5.00%), 15 YEARS (5.00%), 20 YEARS (5.00%) AND 25 YEARS (7.50%) OF SERVICE WITH THE DISTRICT.

\*\*RETIREMENT STIPEND: FOR ELIGIBLE EMPLOYEES 10% OF THE EMPLOYEE'S CURRENT ANNUAL SALARY OR A STIPEND OF \$4,351 WHICHEVER IS GREATER AT THE TIME OF NOTICE. NOTICE MUST BE GIVEN TO THE DISTRICT AT LEAST 6 MONTHS PRIOR TO EFFECTIVE DATE OF RETIREMENT.

~MOVE PAYROLL SUPERVISOR TO UNFILLED/INACTIVE EFFECTIVE 7/12/18

~ADDED BUSINESS SERVICES MANAGER POSITION EFFECTIVE 7/12/18

~3.00% EFFECTIVE 7/1/18

~1.00% EFFECTIVE 7/1/19

~3.00% EFFECTIVE 7/1/20

~5.92% EFFECTIVE 7/1/22

~2.08% EFFECTIVE 7/1/22

**PENDING BOARD APPROVAL**

**SHASTA UNION HIGH SCHOOL DISTRICT**  
**CERTIFICATED MANAGEMENT SALARY SCHEDULE**  
**EFFECTIVE 7/1/22**

Certificated Mgmt based on 210, or 219 days

RANGE	POSITION	Days	Pay	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1	ASST. PRINCIPAL	210		104,479	107,556	110,729	113,998	117,361
	ASST. PRINCIPAL-SPECIAL PROJECTS	210	With Masters	105,761	108,838	112,011	115,280	118,643
2	ASST. PRINCIPAL-ALT ED	210		95,355	98,164	101,059	104,043	107,112
			With Masters	96,637	99,446	102,341	105,325	108,394
3	DIR OF CATEGORICAL PROGRAMS	219		108,957	112,166	115,475	118,884	122,391
			With Masters	110,239	113,448	116,757	120,166	123,673
4	ALT ED PRINCIPAL	219		113,475	116,825	120,275	123,829	127,487
	DIRECTOR OF SPECIAL ED.		With Masters	114,757	118,107	121,557	125,111	128,769
5	PRINCIPAL	219		124,333	128,004	131,791	135,686	139,699
	PRINCIPAL/EDUCATION SERVICES		With Masters	125,615	129,286	133,073	136,968	140,981
	SUPERINTENDENT	NOTE #1,2,3	CONTRACT					
	ASSOC SUPT OF HUMAN RESOURCES	NOTE #1,2,3	CONTRACT					
	ASSOC SUPT OF INST SVCS	NOTE #1,2,3	CONTRACT					

NOTE# 1  
 Superintendent and Associate Superintendent salaries are negotiated with the Board of Trustees.

NOTE# 2  
 \$7,500 Retirement Stipend

NOTE# 3  
 Master Degree compensation added to the salary schedule on 1/1/2023, not subject to negotiated increases, retroactive to 7/1/2022

**~5.92% EFFECTIVE 7/1/22**  
**~2.08% EFFECTIVE 7/1/22**

\*\*\* Effective July 1, 1983, during each two-year period, employees who obtain six units of course credit and/or the equivalent of 6 units that have been pre-approved by the Superintendent shall be eligible for a salary increase of five percent (5%). This can only be applied a maximum of 5 times. Once a management employee earns a professional growth increase, the increase will carry to any other certificated management position to which the employee is promoted or assigned. Employees can earn no more than a total of five professional growth increases added to their base salary.

\*\*\* Effective January 1, 2021, for employees hired on or after January 1, 2021, the salary increase shall be three percent (3%) for each 6 units of professional growth, for a maximum of five (5) increases.

**PENDING BOARD APPROVAL**



# SHASTA UNION HIGH SCHOOL DISTRICT

**SUBJECT:** Final Resolution for Classified Service Reduction

**PREPARER:** Jason Rubin  
Associate Superintendent of Human Resources

**RECOMMENDATION:** ☒ Action  
☐ Discussion  
☐ Information

**BACKGROUND:**

As positions become vacant our District looks critically at each assignment.

In accordance with Contract Agreement, the ESP union has been notified of the vacancy and that our District has determined the vacancy will remain unfilled at this time due to a lack of student need.

# SHASTA UNION HIGH SCHOOL DISTRICT

## Resolution for Reduction in Classified Service

**April 4, 2023**

WHEREAS, due to lack of work and/or lack of funds, this Governing Board hereby finds that it is in the District's best interest that certain classified services now being provided be reduced or eliminated as follows:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Shasta Union High School District finds it necessary to reduce or eliminate the following position:

<u># of employees</u>	<u>Classification</u>	<u>Current Hrs./Months Per Year</u>	<u>Proposed</u>
<b>1-vacant</b>	<b>Cal Safe Program Facilitator- Shasta Collegiate Academy</b>	<b>6 hour/10 months</b>	<b>Eliminate</b>

NOW, THEREFORE BE IT RESOLVED, that as of the close of the business day on June 30, 2023 the above-referenced classified position shall be eliminated or reduced as indicated above.

The District will work with leadership as outlined in the Employee Contractual Agreements regarding the layoffs listed on this resolution. The affected employees will be notified of the approved changes to his/her positions.

BE IT FURTHER RESOLVED, that the Superintendent or Superintendent's designee is authorized and directed to give notice to the affected classified employees pursuant to District rules and regulations and applicable provisions of Education Code not later than sixty (60) days prior to the effective day of layoff as set forth above.

PASSED AND ADOPTED by the Governing Board on April 4, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Clerk of the Board