



**SHASTA UNION HIGH SCHOOL DISTRICT
REGULAR MEETING OF THE GOVERNING BOARD
Board Room
2200 Eureka Way
Redding, CA 96001**

**July 11, 2023
ADOPTED MINUTES**

A regular meeting of the Governing Board of the Shasta Union High School District was called to order at 5:34 p.m. by Trustee Vericker in the Shasta Union High School District Board Room.

ROLL CALL: Trustees Jamie Vericker, Ron Zufall, 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.

Trustee Vericker led the pledge of allegiance and Trustee Hoheisel recited the mission and vision statements.

RES. 23-112 That the Board approve the agenda, as presented. (Motion Pepple, second Hoheisel, carried 5-0)

RES. 23-113 That the Board approve the consent agenda, as presented. (Motion Zufall, second Doran, carried 5-0)

RES. 23-114 That the Board conduct the annual review of the District's Intradistrict Open Enrollment Policy, BP 5116.1. (Motion Zufall, second Doran, carried 5-0)

RES. 23-115 That the Board approve the District Organization Chart/Lines of Responsibility for 2023-24. (Motion Zufall, second Doran, carried 5-0)

RES. 23-116 That the Board adopt the resolution authorizing the Superintendent and designees the power to contract and the authority to purchase supplies, materials, apparatus, and equipment. (Motion Zufall, second Doran, carried 5-0)

RES. 23-117 That the Board ratify commercial warrants in the amount of \$2,074,444.94 and payroll distributions in the amount of \$5,102,190.46 for the period of 6/01/2023 – 6/30/2023. (Motion Zufall, second Doran, carried 5-0)

RES. 23-118 That the Board approve the requests to declare property as surplus (Nutrition Services – Cafeteria Tables. Transportation - Thomas Bus 73, Blue Bird Bus 74 and 75). (Motion Zufall, second Doran, carried 5-0)

RES. 23-119 That the Board adopt the resolution allowing Temporary Interfund Transfers. (Motion Zufall, second Doran, carried 5-0)

RES. 23-120 That the Board adopt the resolution allowing Interfund Transfers. (Motion Zufall, second Doran, carried 5-0)

RES. 23-121 That the Board adopt the resolution allowing Budget Transfers. (Motion Zufall, second Doran, carried 5-0)

RES. 23-122 That the Board approve a field trip request, as follows: FHS FFA students travel to Indianapolis, IN October 31-November 5, 2023. (Motion Zufall, second Doran, carried 5-0)

RES. 23-123 That the Board approve the courses for Shasta Adult School for 2023-24. (Motion Zufall, second Doran, carried 5-0)

- RES. 23-124 That the Board approve the funding applications for the 2023-24 Agricultural Incentive Grants for FHS and the District Farm. (Motion Zufall, second Doran, carried 5-0)
- RES. 23-125 That the Board approve the Human Resources Action Report, as follows: *Classified – (Hours/Days Increase/Decrease)*: Cynthia Marroquin Cuin, Bus Driver 7.5 hours/10 months (Transpo), effective August 14, 2023; Richard Stratton, Mechanic III 8 hours/12 months (Transpo), effective July 1, 2023; and Taylor Woods, Title I-Paraprofessional 6.5 hours/10 months (SHS), effective August 14, 2023. (*New Hires*): Keahni Cheeseman, Computer Support Tech 8 hours/12 months (IT), effective May 31, 2023. (*Probationary Release/Termination*): Lucien Saxton, Utility/Auditorium Tech 8 hours/12 months (DO), effective June 2, 2023. (*Position Change/Promotion*): Mike Brown, Custodial Operations Supervisor 8 hours/12 months (DO), effective June 12, 2023 and Whitney Lowry, Program Assistant-Wellness 2 hours/10 months (SHS), effective August 14, 2023. (*Resigned/Retired*): Charlene Evans, Lead Custodian 8 hours/12 months (EHS), effective August 28, 2023; Cody Goddard, Library Media Tech 8 hours/238 days (FHS), effective June 30, 2023; and Roberto Gomar-Sanchez, Custodian 8 hours/12 months (SLC), effective June 12, 2023. (*Certificated – (New Hires Effective August 14, 2023)*): Ady Rob, Science 5/5 (FHS); Ajamian Jesse, Music 5/5 (SHS); Alex Anderson, Ag 3/5 & Farm Horticulture 2/5 (FHS); Daniel Atwell, English 5/5 (FHS); Daniel Baker, Music 5/5 (FHS); Rachel Curato, English 5/5 (FHS); Yamach Hernandez, Math 5/5 (EHS); Allison Hingst-Elo, CTE Medical Careers 2/5 (SHS); Jessica Jones, RSP 5/5 (PHS); Chad Kirch, Science 5/5 (FHS); Katy Knight, English 5/5 (EHS); Morgan MacFarland, English 3/5 (FHS); Susan McGrath, Math 5/5 (FHS); Hien Nguyen, Math 5/5 (FHS); JP O'Hara, English 5/5 (EHS); Stephanie Parsons, RSP 5/5 (EHS); Natalie Putnam, PE 5/5 (EHS); Brad Salyer, Math 5/5 (FHS); and Monica Spillane, Spanish 4/5 (SHS) & Spanish 1/5 (FHS). (*Returning Temps 2023-24*): Nicole Coleman, 1.0 FTE District Nurse, effective July 25, 2023. (*Returning Temps 2023-24 Effective August 14, 2023*): Thomas Ammon, Social Science 5/5 (SHS); Foster Brovan, Social Science 5/5 (FHS); Chase Dillon, Social Science 5/5 (EHS); Courtney Dipple, CTE Dental 2/5 (SHS); Adam Doelker, Social Science 5/5 (FHS); Tabitha Dubois, English 5/5 (FHS); Kory Kammersgard, SDC 5/5 (FHS); Dreux Karpinski, English 5/5 (SHS); Eddie Raschein, EMT 2/5, Med Careers 2/5 & Fire 1/5 (FHS); Katherine Rauch, 1.0 FTE Mental Health Clinician; Jessica Russell, Social Science 5/5 (EHS); Feyorn "Chloe" Saelee, CTE ECE 2/5 (EHS); and Schuyler Wilson, ERMHS 5/5 (PHS). (Motion Zufall, second Doran, carried 5-0)
- RES. 23-126 That the Board approve the updates for the Safe Return to Schools CPP and Testing Plan. (Motion Zufall, second Doran, carried 5-0)
- RES. 23-127 That the Board accept the Quarterly Report on the Williams Uniform Complaints for April 1 – June 30, 2023. (Motion Zufall, second Doran, carried 5-0)
- RES. 23-128 That the Board conduct the annual review of District's Uniform Complaint Policy and Non-Discrimination Policy. (Motion Zufall, second Doran, carried 5-0)
- RES. 23-129 That the Board approve the updates to the Certificated Management Handbook and the Confidential/Supervisory Handbook. (Motion Pepple, second Hoheisel, carried 5-0)
- RES. 23-130 That the Board approve/ratify the revised employment agreement with the Chief Business Official. (Motion Pepple, second Zufall. Ayes: Vericker, Zufall, Pepple, Doran, Hoheisel. Noes: None. Absent: None. Carried 5-0)
- RES. 23-131 That the Board approve/ratify the revised employment agreement with the Associate Superintendent of Human Resources. (Motion Zufall, second Pepple. Ayes: Vericker, Zufall, Pepple, Doran, Hoheisel. Noes: None. Absent: None. Carried 5-0)

- RES. 23-132 That the Board approve/ratify the revised employment agreement with the Associate Superintendent of Instructional Services. (Motion Hoheisel, second Pepple. Ayes: Vericker, Zufall, Pepple, Doran, Hoheisel. Noes: None. Absent: None. Carried 5-0)
- RES. 23-133 That the Board approve/ratify the revised employment agreement with the Superintendent. (Motion Pepple, second Hoheisel. Ayes: Vericker, Zufall, Pepple, Doran, Hoheisel. Noes: None. Absent: None. Carried 5-0)
- RES. 23-134 That the Board approve the minutes for the June 13, 2023 regular Board meeting. (Motion Doran, second Zufall, abstain Pepple, carried 4-0)
- RES. 23-135 That the Board approve the minutes for the June 20, 2023 special Board meeting. (Motion Doran, second Zufall, abstain Hoheisel carried 4-0)
- RES. 23-136 That the Board excuse Trustee Pepple's absence for the June 13, 2023 regular Board meeting. (Motion Doran, second Hoheisel, carried 5-0)
- RES. 23-137 That the Board excuse Trustee Hoheisel's absence for the June 20, 2023 special Board meeting. (Motion Doran, second Pepple, carried 5-0)
- RES. 23-138 That the Board approve the authorization to contract with KYA Services LLC (KYA Group) through the California Multiple Award Schedule ("CMAS") contract 4-20-78-0089C. (Motion Pepple, second Doran, carried 5-0)
- RES. 23-139 That the Board approve Change Order Number 1 for District Wide, HVAC Upgrades to be ratified for a net increase to the contract with KYA Services, LLC, in the amount of \$36,152.94. (Motion Hoheisel, second Doran, carried 5-0)
- RES. 23-140 That the Board approve the salary schedules for SSEA, ESP, CSEA, Confidential, Management and Supervisory. (Motion Pepple, second Doran, carried 5-0)
- RES. 23-141 That the Board conduct the second reading and approve the supplementary book *Must Know High School Vocabulary* by Jane R. Burstein. (Motion Pepple, second Zufall, carried 5-0)
- RES. 23-142 That the Board approve the Declaration of Need for Fully Qualified Educators for the 2023-24 school year. (Motion Zufall, second Pepple, carried 5-0)
- RES. 23-143 That the Board approve the updated job descriptions for District Receptionist and Library Media Tech. (Motion Pepple, second Zufall, carried 5-0)
- RES. 23-144 That the meeting adjourn. (Motion Pepple, second Doran, carried 5-0)

PUBLIC COMMENT:

There were no comments.

REPORTS FROM SHASTA UNION HIGH SCHOOL DISTRICT ORGANIZATIONS:

SSEA President Layne McLean invited the Board to attend the new teacher luncheon on August 10 and stated that he will email them with further details. He reported that he met with District Administration and association leadership today to discuss the Fiscal Crisis and Management Assistance Team (FCMAT) report on the Business Services Department. Mr. McLean emphasized the importance of staff culture noting that our District is unique because of the relationships staff have outside of the workspace.

ESP President Rhonda Minch was not present.

CSEA President David Martin was not present

REPORT FROM SUPERINTENDENT:

Jim Cloney reported that summer school ended last Friday where upwards of 300 students were able to obtain up to fifteen credits each. He stated that the District plans to expand the new staff orientation this year over two days where staff will hear presentations from Information Technology, Instructional Coaches, Human Resources and the associations. Mr. Cloney noted that staff will be compensated for their time and welcomed the Board to attend. He reported that District Administration reviewed the FCMAT report with SSEA and ESP leadership today. Mr. Cloney stated that he plans to conduct a presentation to the Board in August where he will address five takeaways and solutions to address areas for improvement. He presented Trustee Hoheisel with a certificate and congratulated her on completing the California School Boards Association (CSBA) Masters in Governance (MIG) training program.

TRUSTEE COMMENTS AND LIAISON REPORTS:

Trustee Doran provided a handout covering the ratification of the United States Constitution and various court cases pertaining to the separation of church and state. He stated that though the words “under God” are used in the Pledge of Allegiance, the government makes sure that it does not establish a religion or prevent free exercise of a religion. Trustee Doran stated that over time courts interpret how to freely exercise faith. He referenced the neutrality test and stated that the government shall treat religious groups the same as it would any other similarly situated group. Trustee Doran inquired that if the District were to establish a school to counter one type of faith than should the District do the same for other schools.

Trustee Hoheisel stated that she welcomed a new grandson and has been spending time with family in Washington. She reported that she finished the CSBA MIG courses while she was out of town.

Trustee Zufall stated that he learned about the Forestry Challenge Program from a former classmate and stated that this could be a good opportunity for students at no cost to the District. He provided Leo Perez with information on the program and asked him to look into it.

Trustee Pepple stated that she was unable to attend the last Board meeting and that she enjoyed attending graduations and touring facilities.

DISCUSSION:

Board Self-Evaluation: Jim Cloney stated that the Board has historically reviewed the areas with low scores. The Board reviewed question 48: The Board advocates on behalf of students and public education at the local, state and federal levels. Trustee Zufall stated that he feels the Board has and should continue to focus energy at the local level. The Board reviewed question two: The Board is committed to a common vision. General consensus of the Board was that they shared the same vision in educating every student for success. The Board agreed that they might differ in opinions, which leads to good thought provoking discussions. The Board reviewed question 35: The Board reviews its governance agreements regularly. Mr. Cloney stated that the Board reviews these once per year and recommended the Board do a more in depth review the next time the governance agreements are on the agenda. He stated that the Board has and continues to be highly functional and respectful.

Trustee Pepple inquired if the Board could improve how they adopt clear and measurable indicators to assess District performance. Trustee Vericker stated that the Board emphasizes this but it has been difficult to measure due to changes at the state level. Discussion continued on the importance of reading as it is related to curriculum.

Handbook Updates: Jim Cloney recommended the Board approve the updates to the Certificated Management and Confidential/Supervisory Handbooks in order to be consistent with the other labor groups.

Revised Employment Agreements: Trustee Vericker stated that the Brown Act requires an oral summary of compensation for local agency executives prior to the approval/ratification of the employment agreement. Trustee Vericker reported the following salary information:

- Chief Business Official David Flores: Base Salary \$147,632.58, Health/Wellness \$14,423.15, Professional Growth \$31,815.75

DISCUSSION (continued):

Revised Employment Agreements:

- Associate Superintendent of Human Resources Jason Rubin: Base Salary \$147,632.58, Health/Wellness \$14,423.15, Professional Growth \$15,132.34
- Associate Superintendent of Instructional Services Leo Perez: Base Salary \$147,632.58, Health/Wellness \$14,423.15, Professional Growth \$40,788.16
- Superintendent Jim Cloney: Base Salary \$188,286.18, Health/Wellness \$14,423.15, Professional Growth \$42,952.66.

Trustees Vericker and Peple thanked the District Administration for their work.

CMAS Contract: David Flores stated that the District has used KYA Services LLC in the past for many projects. He recommended the Board approve the contract to redo the flooring of the Foothill High School Administration building. Mr. Flores noted that the project would be completed over summer break.

Change Order: David Flores reported that while the contractor was replacing the HVAC units at Enterprise High School, they found that some of the air ducts had separated in the Manatowa Gymnasium. The change order is to fix the ducts to ensure the system runs efficiently. Trustee Doran inquired what type of system Shasta Learning Center has. Mr. Flores stated that the major units were replaced recently with ESSER dollars which are federal funds issued from the pandemic.

Salary Schedules: David Flores stated that there were minor changes made to the Certificated Management, Supervisory, and CSEA salary schedules since the agenda was posted and presented the Board with the corrected salary schedules. He recommended the Board approve the salary schedules. Trustee Zufall stated that our salaries are competitive with the Sacramento area.

Supplementary Book: Trustee Peple stated that she has reviewed the book *Must Know High School Vocabulary* and that she likes the presentation. She recommended approval.

Department Chair Reports: Leo Perez stated that the District Department Chair reports were provided under separate cover. He reported that the District will have the Department Chairs conduct presentations on the reports in the fall.

Student Discipline: Leo Perez conducted a presentation on student discipline comparing the last three years. Mr. Perez reviewed the types of incidents and how often they occurred. He stated that most incidents fall under the following categories: electronic device, disruption/defiance and illegal parking. Mr. Perez stated that the Assistant Principals or Teachers on Assignment (TOAs) code the incidents in Aeries.

Trustee Zufall noted that parents have voiced concerns over student fights but that the data reveals that there are very few. Trustee Peple inquired why students are on their cell phones in class, especially if they are issued a Chromebook. She inquired if the Board could discuss the use of cell phones at a study session. Trustee Hoheisel inquired why there has been an increase in attendance letters.

Mr. Perez stated that the TOAs implemented a new attendance tracking system which is why there has been an increase in attendance letters this past year. Mr. Cloney stated that the vape sensors in the restrooms have been effective in creating a better campus culture. Mr. Perez reported that there have been zero expulsions and that the District has been utilizing the involuntary transfer process as a means to place children with significant discipline issues.

Declaration of Need: Jason Rubin stated that the Declaration of Need is an annual form submitted to the Commission on Teacher Credentialing (CTC). He reported that by having this on file, the District is able to hire a teacher on an emergency credential.

DISCUSSION (continued):

Job Descriptions: Jason Rubin stated that the Library Media Tech and District Receptionist positions have recently become vacant due to resignations. He reported that he has partnered with ESP to update the job descriptions to best meet the needs of the District.

ADVANCE PLANNING:

Next Meeting Date: August 8, 2023

Suggested Future Agenda Items: There were no suggestions.

Reopen Public Comment:

Shaun Vega Sanchez inquired if staff is prepared for an upset parent in the event their student is excused for a confidential medical appointment without parent notification. He urged the Board to remove the language from policy and to notify parents.

Caleb Valloton asked the Board for a new wrestling room at Foothill High School that would allow for a weight room and changing room. He stated that there are athletes of all different shapes and sizes and there has been an increase of female athletes. Mr. Valloton stated that a larger facility would prevent injuries and would expand the program. He highlighted past accomplishments of the program and raised concerns of the section losing a state qualifier in the league.

Trustee Doran requested the Board discuss moving wrestling to Sun Oaks and University Preparatory School.

ADJOURNMENT:

The Board did not adjourn to closed session. The meeting adjourned at 7:06 p.m.

Ron Zufall, Clerk
Board of Trustees

Jim Cloney, Executive Secretary
Board of Trustees