



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

**July 9, 2024  
ADOPTED MINUTES**

A regular meeting of the Governing Board of the Shasta Union High School District was called to order at 5:31p.m. by Trustee Zufall in the Shasta Union High School District Board Room.

ROLL CALL: Trustees Ron Zufall, Andrea Hoheisel, Joe Ayer, and Luke Wilson were present. Also present: Superintendent Jim Cloney, Associate Superintendent of Instructional Services Leo Perez, and Associate Superintendent of Human Resources Jason Rubin.

Trustee Zufall led the pledge of allegiance, and Trustee Ayer recited the mission and vision statements. Trustee Hoheisel stated that she will be participating in the meeting remotely for just cause. She reported that she notified Trustee Zufall and Jim Cloney last night that she must care for her grandchildren due to her son's emergency oral surgery. Trustee Hoheisel stated that there is nobody in the room over 18 years of age at her location.

RES. 24-117 That the Board approve the agenda, as presented with the exception of the following:

- Move Agenda Item 7.2A *Approve salary schedules for SSEA, ESP, CSEA, Confidential, Management and Supervisory* before Agenda Item 9.2A *Approve Business Service agreement with North Cow Creek.*
- Move Agenda Item 9.2B *Approve resolution ordering an election to authorize the issuance of general obligation bonds, establishing specifications of the election order, and requesting consolidation with other elections occurring on November 5, 2024 after Agenda Item 6 Approval of Agenda.*
- Move Agenda Item 5 *Reorganization of the Board of Trustees for 2024* before Agenda Item 7 *Approval of Consent Agenda.*

(Motion Ayer, second Wilson. Ayes: Zufall, Hoheisel, Ayer, Wilson. Noes: None. Absent: None. Carried 4-0)

RES. 24-118 That the Board approve the resolution ordering an election to authorize the issuance of general obligation bonds, establishing specifications of the election order, and requesting consolidation with other elections occurring on November 5, 2024. (Motion Ayer, second Hoheisel. Ayes: Zufall, Hoheisel, Ayer, Wilson. Noes: None. Absent: None. Carried 4-0)

RES. 24-119 That the following officer of the Board be elected for 2024 (E.C. 35022):  
President-Elect – Joe Ayer (Nomination Ayer, second Wilson. Ayes: Zufall, Hoheisel, Ayer, Wilson. Noes: None. Absent: None. Carried 4-0)

RES. 24-120 That the Board approve the consent agenda. (Motion Ayer, second Wilson, carried 3-0)

RES. 24-121 That the Board approve the 2026-2027 calendars for school and ESP. (Motion Ayer, second Wilson, carried 3-0)

RES. 24-122 That the Board approve the resolution revising the observance of Lincoln Day to February 16, 2027 for the 2026-2027 school year. (Motion Ayer, second Wilson, carried 3-0)

RES. 24-123 That the Board conduct the annual review of the District's Intradistrict Open Enrollment Policy, BP 5116.1. (Motion Ayer, second Wilson, carried 3-0)

RES. 24-124 That the Board approve the District Organization Chart/Lines of Responsibility for 2024-25. (Motion Ayer, second Wilson, carried 3-0)

- RES. 24-125 That the Board approve the resolution authorizing the Superintendent and designees the power to contract and the authority to purchase supplies, materials, apparatus, and equipment. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-126 That the Board ratify commercial warrants in the amount of \$1,801,367.49 and payroll distributions in the amount of \$5,172,973.63 for the period of 6/01/2024 – 6/30/2024. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-127 That the Board adopt the resolution allowing Temporary Interfund Transfers. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-128 That the Board adopt the resolution allowing Interfund Transfers. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-129 That the Board adopt the resolution allowing Budget Transfers. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-130 That the Board approve a request to declare property as surplus (Transportation Department - Bus 71 and 72). (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-131 That the Board approve the courses for Shasta Adult School for 2024-25. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-132 That the Board approve the funding applications for the 2024-25 Agricultural Incentive Grants for FHS and the District Farm. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-133 That the Board approve a request to declare property as surplus (IT – computers and peripherals). (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-134 That the Board approve the 2024-25 Consolidated Application for Funding Categorical Aid Programs. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-135 That the Board approve the Human Resources Action Report, as follows: *Classified – (Hours Increase)*: Loretta Klinker, Bus Driver 8 hours/10 months (Transportation), effective August 12, 2024. (*New Hires/Rehire*): Tawny Cowell, Director of Nutrition Services 8 hours/12 months (DO), effective July 1, 2024; Holly Robinson, School Support Secretary 8 hours/11 months (EHS), effective August 1, 2024; and Jesse Corona, Bus Driver 8 hours/10 months (Transportation), effective August 12, 2024. (*Resigned/Retired*): Jordan D'Meza, SDCI Paraprofessional 6.5 hours/10 months (EHS), effective June 6, 2024; Mary Snyder, Bus Driver 8 hours/10 months (Transportation), effective June 6, 2024; Tori French, Attendance Technician 8 hours/11 months (SHS), effective June 14, 2024; Lexis Grade, Payroll Technician 8 hours/12 months (DO), effective June 28, 2024; and Roberta Womack, Food Nutrition Specialist 3.75 hours/10 months (SHS), effective August 1, 2024. *Certificated – (New Hires)*: Damian Saechao, Psychologist 1.0 FTE (FHS), effective August 1, 2024. (*New Hires effective August 12, 2024*): Laura Allen, Art 5/5 (EHS); Richard Belzer, Math 5/5 (FHS); Oralia Campos, Spanish 5/5 (SHS); Veronica Carrel, Art 5/5 (FHS); Frank Cortese, Math 5/5 (FHS); Nathan Costa, Social Science 5/5 (FHS); Gynifer DeAro, English 5/5 (EHS); Diane Gard, ASL 5/5 (EHS); Logan Gomes, Social Science 5/5 (EHS); Caroline Grigsby, ASL 5/5 (SHS); Lindsay Heinzen, Art 5/5 (EHS); Tim Mangrich, SDCI 5/5 (DO); Jocelyn Olson, CTE Medical Careers 5/5; Jordan Palmer, Music 5/5 (SHS); Darcy Pritchard, Science 5/5 (SHS); Catharine Renner, Science 5/5 (EHS); Tami Ross, SDCI 5/5 (EHS); Nai Saephanh, CTE Culinary 5/5 (SHS); Melissa Vine, Spanish 5/5 (EHS); and Lucas Westaby, Social Science 5/5 (FHS). (*Returning Temps for 2024-25 effective August 12, 2024*): Thomas Ammon, Social Science 5/5 (SHS); Taylor Dillon, CTE Dental 4/5 (SHS); Allison Hingst-Elo, CTE Medical 5/5 (FHS); Chloe Saelee, CTE Early Childhood Ed 4/5 (EHS); and Schuyler Wilson, EHRMS 5/5 (PHS). (*Resignation*): JP O'Hara, 5/5 English (EHS), effective June 7, 2024. (*Long Term Substitute - Teaching Permit for Statutory Leave*): Abbrianna Hibbs, 5/5 Social Science (EHS), effective August 12, 2024. (*Position Change/Promotion*): Whitney Lowry, CTE Pharmacy 2/5 (SHS), effective August 12, 2024. (Motion Ayer, second Wilson, carried 3-0)

- RES. 24-136 That the Board accept the Quarterly Report on the Williams Uniform Complaints for April 1 – June 30, 2024. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-137 That the Board conduct the annual review of District's Uniform Complaint Policy and Non-Discrimination Policy. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-138 That the Board approve/ratify the revised employment agreement with the Chief Business Official. (Motion Ayer, second Wilson. Ayes: Zufall, Ayer, Wilson. Noes: None. Absent: Hoheisel. Carried 3-0)
- RES. 24-139 That the Board approve/ratify the revised employment agreement with the Associate Superintendent of Human Resources. (Motion Wilson, second Ayer. Ayes: Zufall, Ayer, Wilson. Noes: None. Absent: Hoheisel. Carried 3-0)
- RES. 24-140 That the Board approve/ratify the revised employment agreement with the Associate Superintendent of Instructional Services. (Motion Ayer, second Wilson. Ayes: Zufall, Ayer, Wilson. Noes: None. Absent: Hoheisel. Carried 3-0)
- RES. 24-141 That the Board approve/ratify the revised employment agreement with the Superintendent. (Motion Wilson, second Ayer. Ayes: Zufall, Ayer, Wilson. Noes: None. Absent: Hoheisel. Carried 3-0)
- RES. 24-142 That the Board approve the minutes for the June 11, 2024 regular Board meeting. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-143 That the Board approve the minutes for the June 20, 2024 special Board meeting. (Motion Wilson, second Ayer, carried 3-0)
- RES. 24-144 That the Board excuse Trustee Ayer's absence for the June 11, 2024 regular Board meeting. (Motion Wilson, second Ayer, carried 3-0)
- RES. 24-145 That the Board excuse Trustee Hoheisel's absence for the June 20, 2024 special Board meeting. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-146 That the Board approve the salary schedules for SSEA, ESP, CSEA, Confidential, Management and Supervisory. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-147 That the Board approve the Business Service agreement with North Cow Creek. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-148 That the Board approve Change Order Number 1 for U-Prep Artificial Turf Field to be ratified for a net increase to the contract KYA Services, LLC, in the amount of \$81,050.94. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-149 That the Board approve the contract for DSA Inspector of Record for Multiple Site Shade Structure Project. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-150 That the Board approve the Declaration of Need for Fully Qualified Educators for the 2024-25 school year. (Motion Ayer, second Wilson, carried 3-0)
- RES. 24-151 That the meeting adjourn. (Motion Ayer, second Wilson, carried 3-0)

**PUBLIC COMMENT:**

There were no comments.

**DISCUSSION:**

Resolution Ordering an Election for General Obligation Bonds: Jim Cloney stated that the Board has discussed over the past several months and agreed to place a general obligation bond on the November 5 election ballot. The bond would be an extension of the current bonds and would not increase taxpayer dollars. He recommended the Board approve the resolution in order to place the bond on the ballot. Mr. Cloney noted that this resolution needs a supermajority vote to pass and emphasized the importance of Trustee Hoheisel being able to attend remotely for this.

**REORGANIZATION OF THE BOARD OF TRUSTEES FOR 2024:**

Trustee Zufall stated that he would like to nominate Trustee Ayer as President-Elect since he has served as Board President before and completed the CSBA Masters in Governance courses. General consensus was to have Trustee Hoheisel remain as the Board Clerk, therefore, no nomination was made for the Clerk.

Trustee Hoheisel left the meeting at 5:43p.m.

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

CSEA President David Martin was not present.

ESP President Rhonda Minch was not present.

SSEA President Layne McLean shared personal stories of staff enjoying themselves and recharging their batteries over summer break. He stated that he is here in order to share his condolences of the passing of Trustee Doran. Mr. McLean stated that Trustee Doran worked very hard to fill the seat noting that he was willing to learn and speak to staff. He reported that August will be here soon and that the next Board meeting will be the night before school starts.

**REPORT FROM SUPERINTENDENT:**

Jim Cloney stated that the large summer projects are underway which include the SLC field and turf and the new shade structures at Enterprise High School (EHS), Shasta High School (SHS), Foothill High School (FHS), and Pioneer Continuation High School (PHS). He invited the Board to the welcome back all staff breakfast and meeting on the morning of August 12 noting that more information will be sent to all staff in the coming weeks. Mr. Cloney reported that the District will recognize both new and experienced teachers at the meeting. He stated that we are halfway through summer and school starts August 14. Mr. Cloney reported that summer school ends tomorrow and that Summer School Administrator Gary Connolly has done a great job running the program at SHS.

**TRUSTEE COMMENTS AND LIAISON REPORTS:**

Trustee Ayer reported that he enjoyed the graduation ceremonies noting that it is his favorite part of being a Board Member.

Trustee Zufall reported that he was pleased to see the next CSBA Annual Education Conference will be held in Anaheim. He stated that the conference is worthwhile attending, and Board Members are able to learn about multiple topics.

**DISCUSSION (continued):**

Board Self-Evaluation: Trustee Zufall stated that he will follow up with Trustee Hoheisel on if she would like any further discussion on the evaluation. Jim Cloney stated that the Board has historically reviewed the areas with low scores. Trustee Zufall mentioned that question 17 (Board Members usually discuss questions about agenda items with the Superintendent prior to the Board meeting) scored slightly lower but gave credit to Jim Cloney for always being effective in his communication ahead of time with the Board. Trustee Wilson stated that he scored a one on some of the questions including question 17 which is reflective of a “not sure” answer since he is new to the Board. Trustee Zufall reviewed question 35 (The Board reviews its governance agreements regularly) stating this this metric would have been a positive score if Trustee Wilson hadn’t marked it as “not sure”.

Trustee Zufall stated that the Board has scored historically low on question 48 (The Board advocates on behalf of students and public education at the local, state and federal levels). Trustee Zufall stated that he is here to serve the community and from his personal experience advocating for the Dental Society, he feels he can do more locally. Trustee Ayer stated that District Administrators are part of groups at the state level and advocate on behalf of the Board and community. He noted that the Board did advocate during the pandemic. Jim Cloney stated that the District Administration and the unions are able to advocate through their organizations as needed. General consensus of the Board was that they would be willing to advocate if needed. Trustee Zufall stated that he sees this score not as a weakness but rather a reflection of the Board’s opinion and preference for local control. Trustee Zufall stated that overall it was a positive evaluation and does not see a need for an action plan.

**DISCUSSION (continued):**

Revised Employment Agreements: Trustee Zufall 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 Zufall reported the following salary information:

- Chief Business Official David Flores: Base Salary \$162,561, Health/Wellness \$16,930.15, and Professional Growth \$44,914.
- Associate Superintendent of Human Resources Jason Rubin: Base Salary \$161,279, Health/Wellness \$16,930.15, and Professional Growth \$25,421
- Associate Superintendent of Instructional Services Leo Perez: Base Salary \$162,561, Health/Wellness \$16,930.15, and Professional Growth \$44,914.
- Superintendent Jim Cloney: Base Salary \$207,066, Health/Wellness \$16,930.15, and Professional Growth \$47,237.

Salary Schedules: Jim Cloney stated that the Confidential Management Salary Schedule was missing the salaries for the Director of Transportation and the Director of Nutrition Services. He presented the Board with an updated salary schedule for approval. Mr. Cloney reported that it was agreed to during negotiations that all bargaining groups would receive 75% of the 1.07% COLA which results in a .8% increase. Trustee Zufall stated that with the increase in benefits from the state, this type of increases can effect an employee's bottom line. He emphasized the importance of the state to take this into consideration.

North Cow Creek SCHOOL (NCCS) Business Services Agreement: Jim Cloney stated that the District has been providing business services to NCCS, and they would like to continue the contract through the 2024-2025 school year. Trustee Ayer inquired if we provide services to any other schools. Mr. Cloney stated that we have provided services to Grant Elementary School District and Pacheco Union School District but we currently only serve NCCS.

Change Order: Jim Cloney stated that the SLC turf field has substrate issues and does not meet the compacting requirements. The change order is to replace the substrate where needed. Trustee Wilson inquired if this has happened on other fields. Mr. Cloney stated that it has not but did provide a background on past issues the District has had on turf fields which led to litigation.

Shade Structure Project: Jim Cloney stated that the District is installing shade structures at EHS, SHS, FHS, and PHS. With Trustee Wilson being new, Mr. Cloney explained the process of obtaining the Division of State Architect's (DSA) approval for student occupied facilities. He noted that the local inspector was unavailable and the District is contracting with an inspector who came recommended from Oregon.

Student Expulsions and Involuntary Transfers: Leo Perez stated that this is an annual item, and the summary of the involuntary transfers and expulsions was included in the packet. He reported that the District had one expulsion where the student had committed assault/battery on a school employee. Trustee Zufall inquired if the total number of involuntary transfers has been slightly increasing. Mr. Perez explained that it is but that is because students used to go through the SARB process for attendance and behavior. SARB is now only used for attendance which has resulted in students with consistent behavioral issues going through the involuntary transfer process.

Trustee Ayer inquired how many students rehabilitate and transfer from PHS back to a comprehensive site. Mr. Cloney explained that over the years students who typically struggle do not have a positive experience at the comprehensive sites. Mr. Perez state that when students attend PHS, they have more wrap around supports and have a more positive experience with a smaller campus and class size. Mr. Cloney stated that it's not always best to place them back at a comprehensive site. Students are unable to participate in sports at PHS which can be a motivating factor for them to return to a comprehensive site. Mr. Perez stated that PHS students have access to all curriculum including Career Technical Education (CTE). Trustee Ayer inquired if Shasta Collegiate Academy students also have access. Mr. Perez stated that they have access to athletics and all curriculum. Mr. Cloney emphasized the importance of staffing PHS with people who want to be there in order to ensure the students have a positive experience. Trustee Ayer stated that he has always been impressed by PHS's campus, teachers, and graduation ceremony.

Student Expulsions and Involuntary Transfers (continued): Trustee Zufall inquired why EHS had a significant higher number of involuntary transfers. Mr. Perez stated that this year's freshman class had significant behavioral issues especially with the girls. He is confident the numbers will balance out as they have historically.

Trustee Zufall stated that he forgot to mention in his Board Report that he received a compliment from a friend in Anderson on the District's CTE program. Trustee Zufall provided background on how the District broke away from the local ROP program to start our own CTE program.

Supplementary Book: Jim Cloney stated that Trustee Hoheisel is currently reading the book *La Linea*. He recommended the Board bring the book back in August for a second reading.

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.

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. Trustee Ayer inquired if any teachers are currently on an emergency credential. Mr. Rubin replied that there are not.

**ADVANCE PLANNING:**

Next Meeting Date: August 13, 2024

Suggested Future Agenda Items: Trustee Zufall asked the Board to email himself or Superintendent Jim Cloney if they have suggested agenda items.

**ADJOURNMENT:**

The meeting adjourned at 6:35 p.m.

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Andrea Hoheisel, Clerk  
Board of Trustees

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Jim Cloney, Executive Secretary  
Board of Trustees