



REDDING SCHOOL OF THE ARTS
WHERE EDUCATION AND THE ARTS CONNECT

Redding School of the Arts
California Nonprofit Benefit Corporation
Board Meeting Agenda
Posted Thursday, October 7, 2021

Date: Tuesday, October 12, 2021
Location: 955 Inspiration Place, Redding
Room 21
Open Session 5:45pm

ZOOM Information

Meeting ID: 898 0011 6299

Passcode: kJB3iD

Zoom Link: <https://us02web.zoom.us/j/89800116299?pwd=WjQxNFNXU1ZPeWxNOFVFN0R6bIA1QT09>

Dial by your location

- +1 669 900 6833 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 312 626 6799 US (Chicago)
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- +1 301 715 8592 US (Washington DC)

Meeting ID: 898 0011 6299

Passcode: 433368

To join the Zoom meeting, from your computer, follow this link or type this into your browser:

Join Zoom Meeting

<https://us02web.zoom.us/j/89800116299?pwd=WjQxNFNXU1ZPeWxNOFVFN0R6bIA1QT09>

Follow all prompts to run the Zoom software. We recommend you begin this process at least 15 minutes prior to the start of the Board meeting. Once you have successfully joined the meeting, you will be in the waiting room until the meeting begins.

The Rules for Conduct remain intact. If, after reviewing the agenda, you have any questions or comments, you may email your questions/concerns to rsartsboardmembers@gmail.com. Your email will be reviewed by the Governing Board as part of the board correspondence.

If during the meeting you wish to comment, you will need to raise your hand and wait to be recognized. At that time, your microphone will be unmuted and you will be permitted to address the Board.

Meeting called to order by Presiding Officer
Roll Call/Establish Quorum:

Jean Hatch, President	_____	Heather Wright, Vice President	_____
Lisa Stewart, Treasurer	_____	Jonathan Sheldon, Secretary	_____
Andrew McCurdy, Community Member	_____	Daria O'Brian, Community Member	_____

Additional Non-Voting Participants:

Margaret Johnson, Executive Director	_____	Carol Wahl, Principal	_____
Wendy Sanders, Special Ed Director	_____	Sophia Zaniroli, Staff Liaison	_____
Cathleen Serna, Business Service Provider	_____		

Presentations: Review Updated 2020/21 Local Indicators	(10 Min)
Director Report:	(5 Min)
• COVID-19 School Testing Services Agreement with COVID Clinic, Inc.	
Principal Report:	(5 Min)
Staff Liaison Report:	(5 Min)
Governing Board Report:	(10 Min)
Governing Board Correspondence:	(5 Min)

Public Forum:

Hearing of persons desiring to address the Board on a subject NOT covered in this agenda. NOTE: 1) Individual speakers will be allowed three (3) minutes to address the Board. The Board President may further limit the speaking time allowed in order to facilitate the progress of the meeting. 2) Complaints presented to the Board must not involve specific reference to employees. Citizens should contact the Director for complaint procedures regarding employees. 3) A charter school cannot take action on a matter that has not been placed on the official agenda. (G.C. 54954.2).

CONSENT AGENDA

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

- 1.1 Approve 9/14/2021 Minutes
- 1.2 Approve September 2021 Warrants
- 1.3 Approve Disposal of Promethean Board
- 1.4 Approve 2021/22 Members of the Finance Committee
- 1.5 Approve 2021/22 Members of the Foundation for Promoting Arts Education (dba PAN)
- 1.6 Approve COVID-19 Vaccination & Testing Policy – 2nd Read

Call for Requests from the Audience to Speak to Any Item on the Agenda:

REGULAR AGENDA

The regular agenda includes those individual items to be discussed by the Board. Some of those items may also require action or approval by the Board. Members of the public will have the opportunity to address the Board on any item at the time that particular item is discussed by the Board, and prior to any action taken by the Board. Individual speakers will be allowed three (3) minutes to address the Board.

Discussion/Action Agenda

Financial Reporting

- 2.1 Discussion/Action: 2021 Elementary & Secondary School Emergency Relief (ESSER) III Expenditure Plan
- 2.2 Discussion: High School Design-Builder Contract Review (10 Min)

General Reporting

- 2.3 Discussion: School Site Safety Committee Update (10 Min)
- 2.4 Discussion/Action: 2021/22 School Re-Opening Framework & Guidance Update (10 Min)
- 2.5 Discussion: 2021/22 Governing Board Goal Setting (10 Min)

Policy Review & Amendments

- 2.6 Discussion/Action: Policy Amendments (10 Min)
 - 2.6.1 Admission & Enrollment Policy
 - 2.6.2 Promotion Acceleration or Retention Policy

Personnel Reporting

- 2.7 Discussion/Action: Personnel Updates (5 Min)
 - New Hire:
 - Thomas Baker – 10/5 Weekend Custodian (Part-Time)
 - Resignation:
 - Kyle Thurmond – 9/30 Paraprofessional

Final Meeting Comments:

Meeting Adjournment:

Next Special Meeting:

Date: Tuesday, October 19, 2021
Time: 5:45 p.m.
Location: Redding School of the Arts/Room 21
955 Inspiration Place
Redding, CA 96003

Next Regular Meeting:

Date: Tuesday, November 9, 2021
Time: 5:45 p.m.
Location: Redding School of the Arts/Room 21
955 Inspiration Place
Redding, CA 96003

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Item 1.1 – September 14, 2021 Minutes

PREPARER: Adel Morfin

RECOMMENDATION: Motion to Approve Minutes.

BACKGROUND:

See Attached Minutes

REFERENCE:



REDDING SCHOOL of ARTS
WHERE EDUCATION AND THE ARTS CONNECT

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

Tuesday, September 14, 2021

Open Session: 5:45 p.m.

Meeting called to order by Presiding Officer Jean Hatch at 5:46 p.m.

Roll Call/Establish Quorum:

Jean Hatch, President	<u> X </u>
Heather Wright, Vice President	<u> X </u>
Lisa Stewart, Treasurer	<u> X </u>
Jonathan Sheldon, Secretary	<u> X </u>
Andrew McCurdy, Community Member	<u> X </u>
Daria O'Brien, Community Member	<u> X </u>

Additional Non-Voting Participants

Margaret Johnson, Executive Director	<u> X </u>
Wendy Sanders, Special Ed Director	<u> X </u>
Carol Wahl, Principal	<u> AB </u>
Cathleen Serna, Business Serv Provider	<u> X (via video conference) </u>
Sophia Zaniroli, Staff Liaison	<u> X (via video conference) </u>

Board Recorder: Adel Morfin

Onsite Guests: Lane Carlson, Blake Schack, and Robyn Stamm

Zoom Online Guests: Caden Chang, Haydee Chang, Fran, Kevin Garvey, Melinda Garvey, Aaron Hatch, Ju, Tracy Sawyer, Abby Schanuth, and Katie Swartz

DIRECTORS REPORT:

- Margret Johnson:

Reported on the current number of staff and students who are absent due to testing positive for COVID, close contacts, and quarantined. She stated there were currently no classes out and no internal transmissions within RSA.

PTC is working on the upcoming Foxtrot fundraiser this fall.

TBC is starting to work on the annual school musical, Aladdin. TBC's Talent Showcase auditions are underway this week. Proceeds from the showcase help fund the school musical and sponsor student competitions.

As the ASB Advisor, Dave Sheridan has been busy with Student Council speeches and conducting ASB elections this week, as well as cross country and volleyball meets.

RSA's annual Moon Festival will be held on September 21st. The Mandarin teachers are working to organize the assembly, which will be available to watch via Zoom. RSA will not host an evening event this year due to COVID.

NWEA testing is taking place this week. Margaret reported that teachers are planning for virtual parent teacher conferences. 4th-8th grade students will be leading their own conferences and setting their academic goals for the year.

STAFF LIAISON REPORT:

- Sophia Zaniroli:

Nothing to report at this time

GOVERNING BOARD REPORT:

- **Heather Wright:** Reported the annual PTC Auction is scheduled for March 11, 2021 at Win River Casino. This year's theme will be Montecarlo.
- **Daria O'Brien:** Nothing to report at this time
- **Jonathan Sheldon:** Nothing to report at this time
- **Andrew McCurdy:** Nothing to report at this time
- **Jean Hatch:** Nothing to report at this time
- **Lisa Stewart:** Nothing to report at this time

GOVERNING BOARD CORRESPONDANCE:

- The board acknowledges having received and reviewed board correspondence. There were no items requiring board action.

PUBLIC FORUM:

Hearing of persons desiring to address the Board on a subject NOT covered in this agenda. NOTE: 1) Individual speakers will be allowed three (3) minutes to address the Board. The Board President may further limit the speaking time allowed in order to facilitate the progress of the meeting. 2) Complaints presented to the Board must not involve specific reference to employees. Citizens should contact the Director for complaint procedures regarding employees. 3) A charter school cannot take action on a matter that has not been placed on the official agenda. (G.C. 54954.2).

- No Comments

CONSENT AGENDA:

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

- 1.1 Approve 8/10/2021 & 8/24/2021 Board Minutes
- 1.2 Approve August 2021 Warrants
- 1.3 Approve RSA Donation – Electronic Drum Set for Music Department

Andrew McCurdy moved to approve the consent agenda as listed, seconded by Daria O'Brien. Vote 6 Ayes: 0 Nays.

Call for Requests from the Audience to Speak to Any Item on the Agenda:

The regular agenda includes those individual items to be discussed by the Board. Some of those items may also require action or approval by the Board. Members of the public will have the opportunity to address the Board on any item at the time that particular item is discussed by the Board, and prior to any action taken by the Board. Individual speakers will be allowed three (3) minutes to address the Board.

- No Comments

DISCUSSION/ACTION AGENDA:

2.1 Discussion/Action: 2020/21 Unaudited Actuals

Robyn Stamm presented the 2020/21 Unaudited Actuals report, which is a comparison of the 2020/21 Second Interim Budget vs. 2020/21 Unaudited Actuals. She reported RSA completed the year with a fund balance increase of \$1.3 million in revenues due primarily to an increase in one-time funds received in June, such as ESSER III and PPP loan forgiveness.

Daria O'Brien moved to approve the 2020/21 Unaudited Actuals as presented, seconded by Lisa Stewart. Vote 6 Ayes: 0 Nays.

2.2 Discussion/Action: 2021/22 Budget Revision

Robyn Stamm presented the 2021/22 Budget Revision highlighting revisions in revenues and expenditures from July 2021 to date. She reported adjusting one-time fund revenues: ESSER II funds were increased and are scheduled to be expended this year. ESSER III funds will carry forward to 2022/23, as an increase in the general fund with most expenses occurring in 2022/23. RSA is also scheduled to receive approximately \$100,000 in GEER funds this year. She stated employee benefits were originally understated by \$374,876 due to a budgeting mistake. The difference in salaries is based on early budget projections compared to actual salary costs after hiring and filling positions. The budget revision includes fees for building permits and other initial building costs for the new high school, which were not originally included in the adopted budget. Heather Wright inquired as to the variance in services and other operating expenses. Robyn explained the difference was due to ESSER II funds budgeted and expensed.

Daria O'Brien moved to approve the 2021/22 Budget Revision as presented, seconded by Jonathan Sheldon. Vote 6 Ayes: 0 Nays.

2.3 Discussion/Action: Approve 2018/19 – 2020/21 Low Performing Student Block Grant Completion

Margaret Johnson reported RSA had received Low-Performing Students Block Grant funds back in 2018/19. The plan to expend those funds primarily focused on new math curriculum. RSA piloted GoMath curriculum back in 2019/20 and purchased new materials for K-5th in 2020/21, as the previous curriculum was outdated and no longer met the grade level standards. Sophia Zaniroli commented that teachers love the online component of GoMath and the individual chapter books. The training provided was very beneficial and teachers are comfortable overall with the curriculum.

Item was presented as informational only. No action was taken.

2.4 Discussion/Action: Approve Amphitheater/Sound Booth Equipment Upgrade Quotes

- 2.4.1 Theater Lighting – Light Board & Satellite Dimmers
- 2.4.2 Sound Equipment – Apple MacBook Pro, Audio Software, Wireless Microphones

Blake Schack is seeking to replace outdated lighting and sound equipment in the school amphitheater. He provided the board with a presentation on current equipment, and recommended quotes for the cost of new equipment. The total estimated cost of the equipment upgrade is about \$60,000. Funds will be designated from restricted donations, deferred theater/maintenance, and general revenue.

Jonathan Sheldon moved to approve agenda item 2.4.1 as recommended, seconded by Lisa Stewart. Vote 6 Ayes: 0 Nays. Heather Wright moved to approve agenda item 2.4.2 as recommended, seconded by Jonathan Sheldon. Vote 6 Ayes: 0 Nays.

2.5 Discussion/Action: Update Authorized Signers on the RSA Umpqua Bank Accounts

- 2.5.1 Remove Steven Riley & Heather Wright as authorized signers on the Main Account
- 2.5.2 Add Jean Hatch & Lisa Stewart as authorized signers on the Main Account
- 2.5.3 Remove Steven Riley & Heather Wright as authorized signers on the ASB Account
- 2.5.4 Add Jean Hatch, Lisa Stewart, and Margaret Johnson as authorized signers on the ASB Account
- 2.5.5 Remove Steven Riley & Heather Wright as authorized signers on the FSA Account
- 2.5.6 Add Jean Hatch & Lisa Stewart as authorized signers on the FSA Account

The Governing Board will annually review the list of personnel who are authorized signers on the school's bank accounts. The list will be updated to comply with RSA's internal control policies.

Daria O'Brien moved to approve agenda item 2.5.1 through 2.5.6 as listed, seconded by Andrew McCurdy. Vote 6 Ayes: 0 Nays.

2.6 Discussion/Action: Update Authorized Signers on RSA's Tri-Counties Bank "Savings" Account

- Margaret Johnson reported
- 2.6.1 Remove Steven Riley & Heather Wright as authorized signers on the Scholarship "Savings" Account
 - 2.6.2 Add Jean Hatch & Lisa Stewart as authorized signers on the Scholarship "Savings" Account

The Governing Board will annually review the list of personnel who are authorized signers on the school's bank accounts. The list will be updated to comply with RSA's internal control policies.

Andrew McCurdy moved to approve agenda item 2.6.1 through 2.6.2 as listed, seconded by Jonathan Sheldon. Vote 6 Ayes: 0 Nays.

2.7 Discussion/Action: Update Authorized Signers for all RSA Warrants & Fund Transfers through County Treasury

2.7.1 Remove Steven Riley & Heather Wright as authorized signers

2.7.2 Margaret Johnson, Cathleen Serna, Robyn Stamm, and Lisa Stewart as authorized signers

The Governing Board will annually review the list of personnel who are authorized signers on the school's bank accounts. The list will be updated to comply with RSA's internal control policies.

Jonathan Sheldon moved to approve agenda item 2.7.1 through 2.7.2 as listed, seconded by Jonathan Sheldon. Vote 6 Ayes: 0 Nays.

2.8 Discussion/Action: LCAP Update

No update to report at this time.

2.9 Discussion/Action: 2021/22 School Re-Opening Framework & Guidance Update

Margaret Johnson went over the highlights of the amendments made to the 2021/22 School Re-Opening Plan. Changes include new guidelines for band/choir music classes, outside interest, clubs, and, sports, and staff testing protocols and recommended frequency.

The amended 2021/22 School Re-Opening Plan will be posted on the school website for review.

Item was presented as informational only. No action was taken.

2.10 Discussion/Action: Approve 10/2021 Participation in American Fidelity Section 125 Flexible Spending Plan

RSA is seeking authorization to join American Fidelity for section 125 FSA benefits beginning 10/1/2021. Cathleen Serna reported RSA is terminating services through AFLAC as of 9/30/2021 and transitioning to American Fidelity.

She stated American Fidelity would monitor and oversee RSA's FSA plan and provide better compliance.

Currently RSA maintains its own FSA account through Umpqua and pays approximately \$2000 a year in service fees to a third party administrator.

Sophia Zaniroli inquired as to the remaining funds on deposit. Cathleen stated employees who currently have funds on deposit through AFLAC for their FSA plan have until 9/30 to use them.

Heather Wright moved to approve Participation in American Fidelity Section 125 Flexible Spending Plan effective 10/1/2021, seconded by Andrew McCurdy. Vote 6 Ayes: 0 Nays.

2.11 Discussion: Review of RSA LiveBinder

Board members were given online access to the RSA Live Binder. The LiveBinder serves as an informational resource containing RSA's: Charter information, board bylaws, policies, adopted budgets, SARC report, family/personnel handbooks, and LCAP information.

Margaret Johnson reviewed the various sections of the electronic binder with the board.

2.12 Discussion/Action: Set Date for Oct Special Governing Board Meeting

- o CSDC Online Board Member Training
- o 2021/22 Governing Board Goal Setting

Administration is proposing to hold a special meeting in October to conduct online board member training through CSDC and discuss Governing Board goals for the coming school year.

The board discussed a couple different dates and tentatively settled on October 19, 2021 at 5:45 p.m.

Item was presented for discussion only. No action was taken.

2.13 Discussion: Policy Review 1st Reads

2.13.1 COVID-19 Vaccination & Testing Policy

Margaret Johnson presented the COVID-19 Vaccination & Testing Policy draft for board review. She stated legal counsel had drafted the policy based on current CDPH mandates and provided administration with Frequently Asked Questions

that will be shared with staff members to help answer questions in connection with the proposed COVID-19 Vaccination & Testing Policy.

The CDPH mandate states that “*all public and private schools serving students in transitional kindergarten through grade 12 verify the vaccination status of school workers*”.

Margaret stated that workers included all paid and unpaid adults serving in the school setting, including volunteers and board members. Volunteers and board members must complete a Self-Certification of Vaccination Status. Those who are not fully vaccinated must submit to COVID-19 testing once a week or show proof of a negative COVID-19 test taken at least 72 hours prior to attending an in-person meeting/event.

RSA is providing free onsite testing for employees on Thursdays. Margaret stated Elsa Carcamo, RSA’s School Nurse, is currently administering the weekly tests and working with Biocept to get additional PCR tests, including rapid tests.

Andrew McCurdy suggested the possibility of testing all employees across the board on a weekly basis, regardless of vaccination status. He feels this would make the school a safer place and address the discrimination concern brought up at last month’s meeting by the Unvaccinated Staff at RSA.

Margaret Johnson stated she would look into Andrew’s suggestion further and provide the board with additional information at the next month’s meeting.

2.14 Discussion/Action: Policy Amendment

2.14.1 Temporary/Substitute Personnel Policy

Margaret Johnson reported on the challenges faced in trying to secure certificated substitutes during COVID due to a shortage in available personnel. She is proposing to increase the substitute pay rates in order to stay competitive and hopefully lure potential subs to RSA. The policy also reflects new language related to health and welfare benefit eligibility.

Heather Wright moved to approve the amended Temporary/Substitute Personnel Policy as written, seconded by Daria O’Brien. Vote 6 Ayes: 0 Nays.

2.15 Discussion/Action: Teacher Consent Form – Thomas Burkett

California Education Code, Section 44256(b) may allow a teacher who holds a Multiple Subject or Standard Elementary teaching credential to be assigned to teach any single subject class below grade 9 if the teacher consents to the assignment and has completed 12 semester units or 6 upper division semester units of coursework in each subject to be taught.

RSA is seeking board consent for Thomas Burkett to continue to teach music outside of his current credential authorization for the 2021/22 school year. Margaret Johnsons stated Thomas Burkett currently hold 10 semester units and is currently working on getting the other two remaining units needed for his music credential.

Daria O’Brien wished to thank Thomas Burkett for his years of service and dedication to RSA and its students.

Daria O’Brien moved to approve Thomas Burkett’s Teacher Consent authorization for the 2021/22 school year as requested, seconded by Lisa Stewart. Vote 6 Ayes: 0 Nays.

2.16 Discussion/Action: Personnel Updates

New Hires:

- o Lacy Schmall – 8/26 Lunch/Recess Paraprofessional

Andrew McCurdy moved to approve the personnel updates as listed, seconded by Lisa Stewart. Vote 6 Ayes: 0 Nays.

ADJOURNMENT:

Meeting adjourned at 7:29 p.m.

NEXT REGULAR MEETING:

Date: Tuesday, October 12, 2021
Time: 5:45 p.m.
Location: Redding School of the Arts/Room 21
955 Inspiration Place
Redding, CA 96003

NEXT SPECIAL MEETING:

Date: Tuesday, October 19, 2021
Time: 5:45 p.m.
Location: Redding School of the Arts Room 19/Via Zoom
955 Inspiration Place
Redding, CA 96003

Governing Board Minutes Respectfully Submitted,

Jonathan Sheldon
RSA Governing Board Secretary

Board Approval Date

Un-Adopted Draft

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.2 – -September 2021 Warrants

PREPARER: Adel Morfin

RECOMMENDATION: Motion to Approve Warrants

BACKGROUND:

REFERENCE:

See Attached Warrant Summary Report (ReqPay12C)

Checks Dated 09/01/2021 through 09/30/2021

Board Meeting Date October 12, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010893690	09/02/2021	Amazon, Inc	62-4100	7th/8th CPM Math Textbooks Course Connect 2	471.80	
				7th/8th CPM Math Textbooks Course Connect 3	642.84	
			62-4310	Classroom Voice Amplifier and Headsets	584.40	
				LEVOIT Air Purifier & Filter	135.10	
				Math Classroom Supplies	26.75	
				Pilot Pens	28.98	
				Portable Air Compressor	97.58	
			62-4350	Bingo Cage w/ Balls for Sch Lottery	123.32	
			62-4540	Replacement Rubber Grommet for Chicken Coop	13.82	2,124.59
9010893691	09/02/2021	Anthony J. O'Donnell Anthony's Window Cleaning	62-5630	8/2-8/5 Exterior Window Cleaning		3,450.00
9010893692	09/02/2021	AT&T Payment Center 530-223-1951 397 4	62-5910	8/17/21 - 9/16/21 Telephone Serv		3,393.07
9010893693	09/02/2021	Document Tracking Services LLC	62-5801	2021/22 DocTracking Serv License Renewal		355.00
9010893694	09/02/2021	Grainger, Inc.	62-4515	Mop Heads		328.05
9010893695	09/02/2021	Hailey Jellison	62-4310	Crochet Craft/Art Supplies		33.54
9010893696	09/02/2021	HANAGAN, LIQIN D	62-4310	Classroom Office Supplies		15.12
9010893697	09/02/2021	Kirsten Southwell	62-4310	Consumable Sch Supplies	175.28	
				Notebooks	15.26	190.54
9010893698	09/02/2021	Mendes Supply Company	62-4310	Face Masks for Child & Adults	1,283.42	
			62-4515	Paper Towels	299.23	
				Toilet Seat Covers	58.88	1,641.53
9010893699	09/02/2021	Mission Linen//& Uniform Servi ce	62-4515	8/26 Laundry Service	66.44	
			62-5530	8/26 Laundry Service	57.59	124.03
9010893700	09/02/2021	Murray Plumbing & Fire	62-5630	Annual Fire Sprinkler Inspect - Activity Center	495.00	
				Annual Fire Sprinkler Inspect - RSA	595.00	1,090.00
9010893701	09/02/2021	Northern California Gloves	62-4310	Child Face Masks		308.88
9010893702	09/02/2021	Office Depot	62-4310	Office Supplies	22.45	
			62-4510	INTERVENTION CLASSROOM SUPPLIES - TEIG	158.80	181.25
9010893703	09/02/2021	PERCIA, CANDICE T	62-4310	Classroom Sensory Tools/Supplies	351.44	
				Classroom Sensory Wall Mirrors	40.69	392.13
9010893704	09/02/2021	SCHMALL, LACY	62-5870	Finger Printing Rolling Fee		15.00
9010893705	09/02/2021	Shasta Union High School Dist Business Services	62-5940	Sep 2021 Managed Cloud Services	462.50	
				Sep 2021 Management & Tech Support	7,225.00	7,687.50

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 1 of 8

Checks Dated 09/01/2021 through 09/30/2021

Board Meeting Date October 12, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010893706	09/02/2021	Stephanie Kasper	62-4310	School Supplies		31.57
9010893707	09/02/2021	Sweetwater	62-4400	Amphitheater Behringer Digital Snake		1,649.51
9010893708	09/02/2021	U.S. Bank	62-4350	The Flag Center - USA Flag	92.50	
			62-4510	Costco - 8/13 All Staff Mtg Snacks	44.56	
				Costco - 8/6 Teacher Mtg	98.44	
				Donut House - 8/13 All Staff Mtg	60.00	
				Las Dos Marias - 8/6 Burritos for Mtg	232.80	
				Mtn Mike Pizza - 8/5 Office Mtg	73.62	
				Office Depot - K-Rnd Up Office Supplies	26.23	
				Office Depot - SpEd Admin Office Supplies	80.83	
				Panda Express - 8/10 Board Mtg	87.58	
			62-4540	Ace Hardware - Springs for Toilet Repairs	13.58	
				CVS Pharm - Shower Caps for Smoke Detect	2.67	
				Home Depot - Caution Tape	35.33	
				Home Depot - Foam Tap Flag & Seal for Doors	12.51	
				Home Depot - Misc Maint Supplies & Materials	100.82	
				Home Depot - Music Cart Construct Supplies	124.15	
				Home Depot - Wheels for Cart	65.79	
				O'Reilly Auto Parts - Break Cleaner for Locks	10.70	
				Tractor Supply - Syringe for Swamp Cooler	4.16	
			62-5200	Fagen SpEd Fall Symposium - Sanders	115.00	
				Fagen SpEd Fall Symposium - Scott	35.00	
				Fagen SpEd Fall Symposium - Wahl	35.00	
				J. Ponzuric - Pattern of Strengths & Weakness	45.00	
				J. Ponzuric -Dehn?s PSW Model for Beginners	65.00	
				J. Ponzuric -PSW & EL Students - Scott	65.00	
				Super Shuttle - CSDC Sanders	62.00	
				Super Shuttle - CSDC Wahl	62.00	
				Travel Guard Insurance - CSDC Sanders	18.58	
				Travel Guard Insurance - CSDC Wahl	18.58	
				United Airlines - CSDC Sanders	285.80	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 09/01/2021 through 09/30/2021

Board Meeting Date October 12, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010893708	09/02/2021	U.S. Bank	62-5200	United Airlines - CSDC Wahl	285.80	
				Young, Minney - 8/20 Mask Webinar - Johnson	30.00	
			62-5300	CA Assoc of Sch Psych Membership	50.00	
				Super Teacher - Annual Membership	24.95	
			62-5801	RSA Zoom - Standard Pro Monthly	29.98	
				SpEd Zoom - Standard Pro Monthly	29.98	
			62-5930	USPS Postage - SpEd Confidential File	12.50	2,436.44
9010893709	09/02/2021	Wang, Zhen	62-4310	Fidget Toys & Ring Light		34.51
9010893710	09/02/2021	Wright Education Services	62-5100	Contracted Counseling Sessions per MOU		320.00
9010894220	09/09/2021	Amazon, Inc	62-4310	Tech Office Supplies		82.24
9010894221	09/09/2021	Charter Communications	62-5920	Sep 2021 Telephone/Internet Charges		2,309.34
9010894222	09/09/2021	City of Redding Utilities Acct 0210456-0	62-5517	Aug 2021 Garbage Utility Services		502.77
9010894223	09/09/2021	Didra Cline	62-4310	Magnetic Letters & Paper	32.72	
				Pencils	11.13	43.85
9010894224	09/09/2021	Girard, Edwards, Stevens & Tucker LLP	62-5810	Aug 2021 SpEd Legal Fees		304.20
9010894225	09/09/2021	Grainger, Inc.	62-4540	Lubricant for Locks		69.21
9010894226	09/09/2021	J.W. Pepper & Son, Inc.	62-4310	Choir Sheet Music		76.02
9010894227	09/09/2021	National Art Education Associa Member Services	62-5300	Brown Active Prof Art Membership Dues 10/1/21 - 9/30/22	110.00	
				Warmington Active Prof Art Membership Dues 10/1/21 - 9/30/22	110.00	220.00
9010894228	09/09/2021	Office Depot	62-4310	2-Pocket POP Folders	65.60	
				2-Pocket POP Folders -Reorder	32.80	
				Art Supplies	84.66	
				Book Tape	23.37	
				Case of Playdoh	60.49	
				Classroom Office Supplies	28.22	
				Classroom Supplies	313.18	
				Copy Paper	44.17	
				Credit 2-Pocket POP Folders	32.80-	
				Enrichment Supplies	80.45	
				Office Supplies	19.37	
				Permanent Markers	2.83	
				Planner	16.21	
				Poly String Envelopes	33.14	
			62-4510	Desk Stapler	7.16	
				DVD Writer	35.92	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 09/01/2021 through 09/30/2021

Board Meeting Date October 12, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010894228	09/09/2021	Office Depot	62-4510	INTERVENTION - OFFICE SUPPLIES	146.12	960.89
9010894229	09/09/2021	Save Mart Supermarket	62-4310	8/18 - 8/20 Cooking Elective Groceries		353.88
9010894230	09/09/2021	The Brass Reed	62-4310	Replacement Bows for Music		228.45
9010895109	09/16/2021	Amazon, Inc	62-4310	Cooking Elective Book Wishlist	326.69	
				Ethernet Crimps & Port	71.48	
			62-4510	Cooking Elective Book Wishlist	97.16	495.33
9010895110	09/16/2021	Batteries Plus Bulbs	62-4515	Batteries for Floor Scrubber		1,224.76
9010895111	09/16/2021	BROWN, ELIZABETH L	62-4310	Adhesive Spray for Art Displays	21.43	
				Mirrors for Self Portraits	32.18	
				Office Supplies	10.98	
				Playwood & Grout for Mosaics	64.51	129.10
9010895112	09/16/2021	BURKETT, THOMAS	62-4310	Assorted Party Favors & Candy	49.81	
				Gold Sparkle Confetti	3.75	53.56
9010895113	09/16/2021	California Safety Company, Inc	62-5630	Sep 2021 Alarm Monitoring Fees		135.00
9010895114	09/16/2021	CARCAMO, ELSA G	62-5211	Aug 2021 Sch Nurse Mileage Reimb		81.26
9010895115	09/16/2021	Columbia Elem School District	62-4400	Reimb Mobile Heated Cabinet for Food Service		2,949.38
9010895116	09/16/2021	Department of Justice Account Office/Cashiering Unit	62-5870	Aug 2021 Livescan Fingerprinting Apps		96.00
9010895117	09/16/2021	Greenfield Learning Inc	62-5801	2021-2024 Lexia Reading License Renewal		24,950.00
9010895118	09/16/2021	Hailey Jellison	62-4310	Glue and Art Paper	24.65	
			62-5880	9/6-9/30 Dance Class Reg	100.00	
				9/6-9/30 Swim Class Reg	90.00	214.65
9010895119	09/16/2021	JACOBSEN, BRIDGETTE R	62-4310	Packaging Tape	5.33	
				Storage Boxes	56.67	
				Storage Boxes & Baskets	27.89	89.89
9010895120	09/16/2021	MARTIN, AMY L	62-4310	Used Books for Classroom Library		7.50
9010895121	09/16/2021	Mission Linen//& Uniform Servi ce	62-4515	2021/22 Laundry Service	132.88	
			62-5530	2021/22 Laundry Service	115.18	248.06
9010895122	09/16/2021	MORFIN, AUDELIA	62-5211	Aug 2021 Mileage Reimb	36.34	
				July 2021 Mileage Reimb	21.56	57.90
9010895123	09/16/2021	Office Depot	62-4310	Book Tape	95.67	
				Dry Erase Markers & Address Labels	20.49	
				Return of Dry Erase Markers	5.26-	
				Tape & Cardstock	45.49	156.39
9010895124	09/16/2021	Rainbow Resource Center	62-4100	Pre-Reading Additional Student Material Packet	395.81	
				Saxon Math Homeschool KIT - Grade K	369.48	765.29

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Checks Dated 09/01/2021 through 09/30/2021

Board Meeting Date October 12, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010895125	09/16/2021	Ray Morgan Company LLC	62-5620	6/1/21 - 8/31/21 Copier Usage		131.83
9010895126	09/16/2021	Sammi Eddings	62-4310	Art Supplies	38.63	
				School Supplies	24.12	62.75
9010895127	09/16/2021	Scholastic Inc. Magazines	62-4310	2021/22 Scholastic Magazine Subscription		2,660.93
9010895128	09/16/2021	Schoolhouse Educational//Servi ces	62-5801	Psych Assessment Processing Software		159.00
9010895129	09/16/2021	Siera Howell	62-4310	Printer Paper & Ink Cartridge		52.86
9010895130	09/16/2021	Stephanie Kasper	62-4310	School Supplies		18.70
9010895131	09/16/2021	Summer Head	62-4310	Art Supplies		104.55
9010895132	09/16/2021	TEIG, DEAN E	62-4310	Classroom Snacks	150.68	
			62-5801	KAMI App for PDF Editing	99.00	249.68
9010895133	09/16/2021	The McConnell Foundation	62-5610	2021/22 McConnell Rental Lease Agreement		185,000.00
9010895969	09/23/2021	Aflac Flex One	62-9545	Sep 2021 AFLAC Supp Ins Premium		1,702.48
9010895970	09/23/2021	Amazon, Inc	62-4100	The Red Pyramid (The Kane Chronicles, Book 1)	137.80	
			62-4310	Math Posters & Pocket Chart	36.41	
				Pencil Grips	12.86	187.07
9010895971	09/23/2021	California Charter Schools JPA CharterSAFE	62-5400	Sep 2021 CharterSafe Premium/WC/Fire Pkg		16,599.00
9010895972	09/23/2021	Christie Jean deBree	62-4310	Face Shields w/ Drapes		185.00
9010895973	09/23/2021	Classroom Resource Center	62-4100	2nd-5th Everyday Spelling	143.00	
				Unpaid Sales Tax	9.67-	133.33
9010895974	09/23/2021	DALY, CATHERINE	62-5211	Aug 2021 Mileage Reimb		259.44
9010895975	09/23/2021	Growing Healthy Children Therapy Services, Inc.	62-5100	Aug 2021 OT Services		489.25
9010895976	09/23/2021	Joseph Pete Lovering	62-4310	School Supplies		8.32
9010895977	09/23/2021	Michelle/Christopher Prewitt	62-4310	Art & School Supplies	55.05	
				Fabric	146.65	
				School Supplies	83.92	285.62
9010895978	09/23/2021	Oticon Inc	62-4400	Wireless Mircophone - Low Incidence Reimb		577.69
9010895979	09/23/2021	Redding School of the Arts //C afeteria Plan	62-9556	Sep 2021 FSA Employee Contributions		597.67
9010895980	09/23/2021	Schoolyard Communications	62-5801	2021/22 Parent Rights Handbooks - Online Publication Auth		534.00
9010895981	09/23/2021	Shasta - Trinity Schools Insurance Group - Dental	62-3702	Oct 2021 Dental Premiums	113.33	
			62-9551	Oct 2021 Dental Premiums	6,346.48	6,459.81
9010895982	09/23/2021	Shasta - Trinity Schools Insurance Group - Vision	62-3702	Oct 2021 Vision Premiums	22.50	
			62-9552	Oct 2021 Vision Premiums	1,260.00	1,282.50
9010895983	09/23/2021	Shasta -Trinity Schools Insurance Group - Medical	62-3702	Oct 2021 Medical Premiums	994.00	

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Checks Dated 09/01/2021 through 09/30/2021

Board Meeting Date October 12, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010895983	09/23/2021	Shasta -Trinity Schools Insurance Group - Medical	62-9550	Oct 2021 Medical Premiums	47,394.00	48,388.00
9010895984	09/23/2021	SurveyMonkey Inc.	62-5860	2021/22 Survey Monkey License		384.00
9010895985	09/23/2021	Tax Deferred Solutions	62-9560	Sep 2021 EE 403b/457 Contributions	12,495.00	
			62-9561	Sep 2021 EE 403b/457 Contributions	2,400.00	14,895.00
9010895986	09/23/2021	Tony/Tinyee Chang	62-4310	Art Supplies	80.45	
				Fabric & Sewing Supplies	72.19	152.64
9010895987	09/23/2021	ZUIDEMA, HUI SHU S	62-4310	Dish Rack for Homewrk Organization	6.44	
				Dry Erase Markers	71.11	
				Index Cards	39.15	
				Paper Lanterns for Moon Fest	38.40	155.10
9010896898	09/30/2021	Amazon, Inc	62-4310	Additional Chromebook Chargers	5,074.25	
				Desk Plates for Math Class	19.56	
				Prismacolor Colored Pencils	871.50	
			62-4320	Office Supplies	222.62	6,187.93
9010896899	09/30/2021	AT&T Payment Center 530-223-1951 397 4	62-5910	9/17/21 - 10/16/21 Telephone Serv		2,888.14
9010896900	09/30/2021	California Charter Schools JPA CharterSAFE	62-5400	Oct 2021 CharterSafe Premium/WC/Fire Pkg		16,599.00
9010896901	09/30/2021	Canon Financial Services, Inc.	62-5620	Oct 2021 SPED Copier Lease & Maint Serv		459.27
9010896902	09/30/2021	City of Redding Utilities//Acc t 0206257-8	62-5516	8/17 - 9/16 Electricity/Sewer Utilities	6,437.62	
			62-5518	8/17 - 9/16 Electricity/Sewer Utilities	678.74	7,116.36
9010896903	09/30/2021	Jaimie Mills	62-4310	Art Supplies		158.88
9010896904	09/30/2021	Mendes Supply Company	62-4515	Paper Towels		244.38
9010896905	09/30/2021	Mission Linen//& Uniform Servi ce	62-5530	9/23 Mat Laundry Service		124.03
9010896906	09/30/2021	Most Dependable Fountains Inc	62-4540	Parts for Playground Drinking Fountains		648.63
9010896907	09/30/2021	NCS Pearson Inc	62-4510	ASSESSMENT	279.12	
				SpEd Assessments & Reporting	173.75	452.87
				Digital/Print		
9010896908	09/30/2021	Office Depot	62-4310	Moon Festival Supplies	23.19	
				Office Supplies	65.04	
				Pens & Post-It Tabs	73.07	
				Writing Pads	8.92	170.22
9010896909	09/30/2021	Otis Elevator Company	62-5630	Annual Elevator Maint/Insp Service		1,929.96
9010896910	09/30/2021	Raquel Ross	62-4310	Drawing/Sketch Supplies		71.25
9010896911	09/30/2021	Scholastic Inc. Magazines	62-4310	4th Gr Scholastic News - Nichols		405.79
9010896912	09/30/2021	SHARITS, NATHAN T	62-4310	Snacks for Student Rewards		54.65
9010896913	09/30/2021	Shasta County Department of Resource Management	62-5860	Food Safety Cert Annual Permit & Inspection Fee		204.30
9010896914	09/30/2021	Shasta Union High School Dist Business Services	62-5940	Oct 2021 Managed Cloud Services		462.50

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Checks Dated 09/01/2021 through 09/30/2021

Board Meeting Date October 12, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010896915	09/30/2021	Timberline Heating & Air Conditioning	62-5630	Heat Pump Diagnostic Service		110.00
9010896916	09/30/2021	U.S. Bank	62-4310	ASB FACT - Shasta Engrave Medals & Ribbons	527.08	
				Center for Colab Class - Spelling-Sound Wall Chart	46.68	
				Costco - Paper Cups for Drinking Fountain	68.60	
				Home Depot - Fans for Caf? Eating Area	418.21	
				KiwkiCo 6 Month Subscription - Clark Stauffer	117.98	
				KiwkiCo 6 Month Subscription - Lauren Jellison	117.98	
				KiwkiCo 6 Month Subscription - Libby Jellison	117.98	
				Maker Crate 6 Month Subscription - Jarius Southwell	171.55	
				Science Mastery Kit - Graham Gianoli	785.63	
				SketchBox Subscription - 6M	167.63	
				Tinker Create 6 Month Subscription - Io Waya	117.98	
			62-4330	Walmart - Alternative Clothes for Students	78.38	
				Casa Ramos - 9/14 Brd Meeting Dinner	73.06	
				Costco - Paper Plates & Forks for Staff Room	28.40	
				Mtn. Mike Pizza 9/20 Para Lunch Training	60.75	
			62-4350	Chevron - Fuel for Pressure Washer	25.83	
				ValorBooks - Theater Mgmt Reference Books	44.25	
			62-4400	W877484984 MacBk Pro+Apple Care for Theater	2,089.53	
				W896101200 MacBk Pro+Apple Care for Theater	2,089.53	
			62-4510	Ethercon Cable for Amphitheater - Full Compass	111.53	
				Lowes - Plastic Goggles for Nurse	35.67	
			62-4515	Home Depot - Class Deodorizer & Laundry Deterg	19.23	
				Home Depot - Classroom Deodorizer Supplies	108.16	
				Home Depot - Dawn Dish Soap for Kitchen	19.17	

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Checks Dated 09/01/2021 through 09/30/2021

Board Meeting Date October 12, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010896916	09/30/2021	U.S. Bank	62-4515	Pacer Grp - Battery Cable Parts for Floor Scrubber	142.85	
				Uline - Kitchen Dispenser Wipes	233.38	
			62-4540	Ace Hardware - Hardware for Caf? Fan Install	33.66	
				Axner Excavating - Gravel for Xcountry Track	56.34	
				Home Depot - Chair Glides for Admin Office	2.89	
				Home Depot - Mesh Strainer for Drinking Fountains	3.57	
				Johnston Supply - Replacement Capacitor	18.01	
			62-5801	Arch Chinese - 1 Yr Subscription	99.98	
				SpEd Zoom - Standard Pro Monthly	29.98	
				Unpaid Sales Tax	1.27-	8,060.18
9010896917	09/30/2021	ZUIDEMA, HUI SHU S	62-4310	Radical Chinese Games	48.85	
			62-5200	7/27/21 Math Counts Training for Middle Sch Coaches	229.00	
				Unpaid Sales Tax	2.17-	275.68
Total Number of Checks					96	390,947.42

Fund Summary

Fund	Description	Check Count	Expensed Amount
62	CharterSchoolsEnterprise	96	390,960.53
	Total Number of Checks	96	390,960.53
	Less Unpaid Sales Tax Liability		13.11
	Net (Check Amount)		390,947.42

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.3 – Approve Disposal of Promethean Board

PREPARER: Margaret Johnson/Tracy Sawyer

RECOMMENDATION: Discussion/Action to Approve Disposal

BACKGROUND:

RSA is seeking to dispose of an outdated promethean board that is no longer in service.

*See Attached: List of Equipment for Disposal

REFERENCE:

Sale & Disposal of Books, Equipment, and Supplies Policy

RSA
2021/22 Equipment Disposal

Device	Model	Serial Number	Tag ID#	Estimated Value
Promethian Board	300 pro		602	\$0.00

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.4 – Approve 2021/22 Members of the Finance Committee

PREPARER: Margaret Johnson

RECOMMENDATION: Motion to Approve Finance Committee Members as Listed

BACKGROUND:

RSA's Fiscal Policy requires the Governing Board to annually appoint members of the Finance Committee. Slate of recommended members is as follows:

Margaret Johnson – RSA Executive Director,
Cathleen Serna/Robyn Stamm - Business Service Providers,
Lisa Stewart – RSA Board Treasurer,
Laura Dunaj - Certificated Employee Representative
Linda Schexnayder - Classified Employee Representative
Abby Schanuth – Community Representative

REFERENCE:

RSA Policies & Procedures/Governing Board Policies/Board Operations
RSA Fiscal Policies & Procedures Manual/Budgeting & Cash Flow Management Policy

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.5 – Approve 2020/21 Members of the Foundation for Promoting Arts Education (dba PAN)

PREPARER: Margaret Johnson

RECOMMENDATION: Motion to Approve Promoting Arts Now Committee Members as Listed

BACKGROUND:

For compliance with IRS non-profit status, it is the Governing Boards responsibility to annually appoint fifty percent of the Foundation for Promoting Arts Education (dba PAN) Non-Profit officers. Slate of recommended members is as follows:

Daria O'Brien - President
Teshya Russo – Vice President
Margaret Johnson – Secretary
Odd Rustand - Treasurer
Jennifer Hasselrude – PTC Representative
Brittanie Baker – TBC Representative

REFERENCE:
IRS Requirements
RSA Policies & Procedures/Governing Board Policies/Board Operations

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Consent Agenda

SUBJECT: Agenda Item 1.6 – COVID-19 Vaccination & Testing Policy
– 2nd Read

PREPARER: Margaret Johnson/ Stephenie M. Alexander of Procopio

RECOMMENDATION: Motion to Approve Policy

BACKGROUND:

RSA will introduce the COVID-19 Vaccination & Testing Policy for final review. The policy will serve to establish COVID-19 vaccination and testing procedures and guidelines for RSA, as per CDPH mandate.

*See Attached: COVID-19 Vaccination & Testing Policy

REFERENCE:

RSA Policies & Procedures/Governing Board Policies/Policy Adoption



REDDING SCHOOL OF ARTS

COVID-19 Vaccination Verification and Testing Policy

I. Purpose

Redding School of Arts (“School”) adopts this COVID-19 Vaccination Verification and Testing Policy for Workers (“Policy”) in accordance with the state’s requirements to verify worker vaccination status. Specifically, on August 11, 2021, the California Department of Public Health (“CDPH”) issued an order mandating that all public and private schools serving students in transitional kindergarten through grade 12 verify the vaccination status of school workers and establish diagnostic screening testing of unvaccinated workers to minimize the risk that they will transmit COVID-19 while on school campuses (“CDPH Order”).

This Policy provides the School community with information on the School’s policies and procedures as it relates to verifying worker vaccination status and conducting periodic COVID-19 testing. This Policy shall be implemented in a manner that is consistent with applicable federal, state, and local laws, as well as applicable public health guidance, including, but not limited to, those from the Centers for Disease Control and Prevention (“CDC”), the California Department of Fair Employment and Housing (“DFEH”), the California Division of Occupational Safety and Health (“Cal/OSHA”), and the California Department of Public Health (“CDPH”).

The School is committed to a safe and meaningful return to full in-person learning and work environment for our students, staff, and School community. In addition to this Policy, the School has implemented various health and safety protocols, including universal masking requirement, to support successful return to full in-person instruction. The School community shall continue to comply with the School’s existing policies. This Policy is intended to supplement those policies, procedures, and protocols.

II. Scope

This Policy applies to all School workers who enter school property for any period of time, or have contact with any employees, students, or other School members, including parents and contractors, for any reason, including extracurricular activities and school sponsored events that occur off school property.

This Policy applies to COVID-19 vaccines that are currently available to the public and approved by the U.S. Food and Drug Administration (“FDA”), including the FDA approved Pfizer-BioNTech vaccine and vaccines that have been issued Emergency Use Authorization.

III. Definitions

“COVID-19 vaccine” means a vaccine approved by the FDA as safe and effective against COVID-19, including any FDA-approved booster that may be required to maintain safety and efficacy.

“Employee” means an individual who is employed by the School.

“Fully vaccinated” means an individual who has received, at least 14 days prior, either the second dose of a vaccine in a two-dose series (e.g., Pfizer-BioNTech, Moderna, or a vaccine authorized by the World Health Organization), or a single-dose vaccine (e.g., Johnson and Johnson [J&J]/Janssen).

"Incompletely vaccinated" means an individual who has received at least one dose of a two-dose COVID-19 vaccine but does not meet the definition of fully vaccinated.

"Unvaccinated" means an individual who has not received any doses of COVID-19 vaccine or whose vaccination status is unknown.

"WHO Yellow Card" refers to the original World Health Organization International Certificate of Vaccination or Prophylaxis issued to the individual following administration of the COVID-19 vaccine in a foreign country.

“Worker” is defined to include all paid and unpaid adults serving in the school setting, which can include, but is not limited, to certificated and classified staff and volunteers who are on-site at a school campus supporting school functions.

IV. Workers Interested in Becoming Fully Vaccinated

At this time, the School is not requiring workers to become vaccinated. However, for those workers who are interested in receiving the COVID-19 vaccine, the School will provide workers with information regarding the operational logistics of such vaccination opportunities as applicable (e.g., opportunities to schedule vaccinations during the workday, reimbursement for mileage, etc.).

V. Verification Process: Proof of Vaccinations

A worker’s vaccination status must be documented before entering school property and/or performing job duties in-person. The following forms of proof of vaccinations are permitted:

1. COVID-19 Vaccination Record Card issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card¹, which includes the name of the person vaccinated, the type of vaccine provided, and date doses administered;
2. A photo of a vaccination card as a separate document;
3. A photo of the worker’s vaccine card stored on a phone or electronic device;
4. Documentation of vaccination from healthcare provider; or

5. Documentation of vaccination from other contracted employers who follow the CDPH vaccination record guidelines and standards.

The School will maintain records of the vaccination status of its workers in a confidential manner and in accordance with the CDPH Order. However, the records may be made available, upon request, to the local public health department for purposes of an investigation, as may be required by applicable law.

The School further reserves the right to request proof of both the first and second vaccination doses for COVID-19, if applicable. Workers for whom vaccine status is unknown or documentation is not provided will be considered unvaccinated for purposes of this Policy. In that case, the worker will be considered unvaccinated and must comply with the testing requirements set forth in this Policy.

Workers need not provide more information than necessary to confirm proof of vaccination. If any such documentation may include disability-related medical information, workers should omit such medical information.

VI. Testing for COVID-19

Workers who are not fully vaccinated (even if asymptomatic), including, but not limited to, those who are incompletely vaccinated, must submit to COVID-19 testing at least once per week as a condition of entering school property or performing job duties in-person. The School may also require COVID-19 tests for workers who have been vaccinated.

Workers must be tested using the PCR testing or antigen testing, which must either have Emergency Use Authorization by the FDA or be operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services. A worker may be required to submit to a PCR test even if the worker has already taken an antigen test.

~~Workers who have a previous history of COVID-19 from which he/she has fully recovered more than 90 days earlier, or have a previous positive antibody testing for COVID-19, are not exempt from the testing requirement. Such individuals must submit to regular COVID-19 testing.~~

Unvaccinated or incompletely vaccinated workers must also observe all other infection control requirements, and are not exempted from the testing requirement even if they have a medical contraindication to vaccination, since they are still potentially able to spread the illness. Previous history of COVID-19 from which the individual recovered more than 90 days earlier, or a previous positive antibody test for COVID-19, do not waive this requirement for testing.

The School will ensure that it has appropriate measures in place to track test results and conduct appropriate workplace contact tracing.

VII. Requests for Accommodations

Employees who are unable to comply with the testing requirement under this Policy due to a qualifying disability must contact Human Resources to request a reasonable accommodation in writing. Upon receipt of the request, the School will engage in an interactive process with the

employee and work to identify any possible accommodations. During this time, the employee will be not be permitted to enter school property or perform job duties in-person. This time off will be unpaid. As part of the interactive process, the School will request a medical certification from the employee's health care provider that documents the basis for the requested accommodation (without disclosing the underlying condition or diagnosis), including a certification that the individual cannot undergo COVID-19 testing due to the employee's disability. In such an instance, the School will determine what, if any, reasonable accommodations exist, including, but not limited to, an unpaid leave of absence.

In addition, the School may not approve a reasonable accommodation should the accommodation result in a direct threat to the health and safety of others in the workplace or to the employee, and/or if the accommodation will cause an undue hardship for the School.

VIII. Enforcement

Workers who refuse to undergo regular COVID-19 testing, will be excluded from school property and/or workplace pending compliance with this Policy.

Employees who refuse to comply with this Policy and are not otherwise eligible for a reasonable accommodation to the testing requirement consistent with applicable law may, depending on their position, be placed on unpaid/inactive status until they comply.

IX. Existing Health and Safety Protocols

Consistent with the School's health and safety protocols, including COVID-19 Injury and Illness Prevention Plan), and until guidance from federal, state, and local public health agencies is revised, all workers must continue to abide by all COVID-19 health and safety protocols, regardless of vaccination status. This includes, but is not limited to, continued use of facial coverings, frequent hand washing, and social distancing practices. This Policy does not supersede existing School policies governing COVID-19 related health and safety protocols.

X. Disclaimer

As public health and legal guidance regarding COVID-19 vaccinations and testing evolve, the School reserves the right to revise this Policy. Upon any revision to this Policy, the School will provide immediate notice in writing.

Should you have any questions regarding this Policy, you may contact Margaret Johnson, Executive Director, at 955 Inspiration Place, Redding, CA 96003. This Policy has been approved by Redding Charter Schools' Board of Directors and cannot be changed by a sole executive administrator.

Board Adopted:

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Financial Reporting

SUBJECT: Agenda Item 2.1 – 2021 Elementary & Secondary School
Emergency Relief (ESSER) III Expenditure Plan

PREPARER: Margaret Johnson

RECOMMENDATION: Discussion/Action to Approve Plan

BACKGROUND:

In response to the 2019 Novel Coronavirus (COVID-19), the U.S. Congress passed American Rescue Plan (ARP) Act, which was signed into law on March 11, 2021.

This is the third federal stimulus funding act in response to COVID-19, following the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA).

The ARP Act requires local educational agencies (LEAs) that receive ESSER III funds to complete both

- a Safe Return to In-person Instruction and Continuity of Services plan, (completed & approved on 6/22/2021) and
- an expenditure plan for how ESSER III funds will be used to address students' academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic.

*See Attached: 2021/22 ESSER III Expenditure Plan for RSA

REFERENCE:

California Department of Education



REDDING SCHOOL of the ARTS

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ESSER III Expenditure Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Redding School of the Arts	Margaret Johnson Executive Director	mjohnson@rsarts.org 530-247-6933

School districts, county offices of education, or charter schools, collectively known as LEAs, that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan Act, referred to as ESSER III funds, are required to develop a plan for how they will use their ESSER III funds. In the plan, an LEA must explain how it intends to use its ESSER III funds to address students’ academic, social, emotional, and mental health needs, as well as any opportunity gaps that existed before, and were worsened by, the COVID-19 pandemic. An LEA may also use its ESSER III funds in other ways, as detailed in the Fiscal Requirements section of the Instructions. In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP), provided that the input and actions are relevant to the LEA’s Plan to support students.

For more information please see the Instructions.

Other LEA Plans Referenced in this Plan

Plan Title	Where the Plan May Be Accessed
Local Control Accountability Plan 2021-2024	The plan can be accessed on our school district website: https://www.rsarts.org/
Expanded Learning Opportunity Plan	The plan can be accessed on our school district website: https://www.rsarts.org/

Summary of Planned ESSER III Expenditures

Below is a summary of the ESSER III funds received by the LEA and how the LEA intends to expend these funds in support of students.

Total ESSER III funds received by the LEA

\$439,062

Plan Section	Total Planned ESSER III
Strategies for Continuous and Safe In-Person Learning	351,062
Addressing Lost Instructional Time (a minimum of 20 percent of the LEAs ESSER III funds)	88,000
Use of Any Remaining Funds	

Total ESSER III funds included in this plan

\$439,062

Community Engagement

An LEA's decisions about how to use its ESSER III funds will directly impact the students, families, and the local community. The following is a description of how the LEA meaningfully consulted with its community members in determining the prevention and mitigation strategies, strategies to address the academic impact of lost instructional time, and any other strategies or activities to be implemented by the LEA. In developing the plan, the LEA has flexibility to include input received from community members during the development of other LEA Plans, such as the LCAP, provided that the input is relevant to the development of the LEA's ESSER III Expenditure Plan.

For specific requirements, including a list of the community members that an LEA is required to consult with, please see the Community Engagement section of the Instructions.

A description of the efforts made by the LEA to meaningfully consult with its required community members and the opportunities provided by the LEA for public input in the development of the plan.

In order to solicit feedback to identify actions/services for the ESSER III Expenditure Plan, we engaged our local educational partners using the following strategies: student, staff, and family surveys, in-person and virtual meetings, staff meetings, and the Local Control and Accountability Plan (LCAP) and/or the Expanded Learning Opportunities (ELO) Grant Plan feedback meetings. We believe that our community engagement provided us with significant insight in supporting our students and staff in order to keep them thriving and learning. The suggestions provided us with various COVID 19 prevention and mitigation strategies that impacted teaching, learning and day-to-day school experiences. This plan culminates the ideas brought forward by our various stakeholder groups.

The following community members were contacted and consulted in the development of the plans:

- * Students;
- * Underserved student populations (foster youth, English learners, students with disabilities, homeless youth, low-income)
- * Families, including families that speak languages other than English;
- * School and district administrators, including the SELPA Director and JPA Special Ed Director;
- * Teachers, principals, support staff, other educators,
- * Community partners.

NOTE: The Local Control and Accountability Plan (LCAP) and/or the Expanded Learning Opportunities (ELO) Grant Plan can be found at https://www.rsarts.org/covid_19_school_info

Educational partners identified and prioritized the specific needs faced by students and staff members during the pandemic and beyond. The actions and services identified within the ESSER III Plan will directly impact students, families, and our local community. The plan will provide the much needed additional support to all of our students but especially our underserved student populations.

A description of how the development of the plan was influenced by community input.

Community input was vital to the development of the plan as it provided us with different perspectives and identified the needs of our students and staff to safely and effectively return to in-person instruction. We also drew from our experience from the 2020-2021 school year as we provided in-person instruction for a majority of the school year. This allowed us the opportunity to figure out what worked and what did not work for cohort teaching, parent communication, technology, attendance flexibility, staff and student accommodations, grading policies, interventions, Special Education supports, social-emotional supports, social distancing and masking protocols, district policies and procedures, staff assignments/flexibility, health and wellness checks, learning models, meal flexibility, cleaning protocols, furniture/facilities needs, and allowed us to look closely at our different school systems in place. Finally, we were able to identify areas of staffing needed for the upcoming school year.

The following actions/services were influenced by community input:

- * Prevention and mitigation strategies to continuously and safely operate schools for in-person learning;
- * Strategies to address the academic impact of lost instructional time through implementation of evidence-based interventions (e.g. tutoring, flexible groupings, interventions, engagement strategies, professional development for support staff and teachers)
- * Staff needs-extra support staff
- * Social-emotional supports-(e.g. counseling, recess, screeners, extra-curricular activities, and engagement activities)
- * Progress monitoring to ensure interventions address the academic, social, emotional, and mental health needs of all students, especially those students disproportionately impacted by COVID-19.

Actions and Expenditures to Address Student Needs

The following is the LEA's plan for using its ESSER III funds to meet students' academic, social, emotional, and mental health needs, as well as how the LEA will address the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic. In developing the plan, the LEA has the flexibility to include actions described in existing plans, including the LCAP and/or Expanded Learning Opportunity (ELO) Grant Plan, to the extent that the action(s) address the requirements of the ESSER III Expenditure Plan.

For specific requirements, please refer to the Actions and Expenditures to Address Student Needs section of the Instructions.

Strategies for Continuous and Safe In-Person Learning

A description of how the LEA will use funds to continuously and safely operate schools for in-person learning in a way that reduces or prevents the spread of the COVID-19 virus.

Total ESSER III funds being used to implement strategies for continuous and safe in-person learning

351,062

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures

Addressing the Impact of Lost Instructional Time

A description of how the LEA will use funds to address the academic impact of lost instructional time.

Total ESSER III funds being used to address the academic impact of lost instructional time

88,000

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures

Use of Any Remaining Funds

A description of the how the LEA will use any remaining ESSER III funds, as applicable.

Total ESSER III funds being used to implement additional actions

0

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures

Ensuring Interventions are Addressing Student Needs

The LEA is required to ensure its interventions will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students most impacted by the COVID–19 pandemic. The following is the LEA’s plan for ensuring that the actions and expenditures in the plan are addressing the identified academic, social, emotional, and mental health needs of its students, and particularly those students most impacted by the COVID–19 pandemic.

Action Title(s)	How Progress will be Monitored	Frequency of Progress Monitoring
Academic Interventions	<p>Students will be provided with in-school interventions, tutoring, small group support, and flexible groupings.</p> <p>Using local assessments and teacher/support staff observations, students will be monitored at our regular scheduled professional learning community meetings. Students will be identified and targeted for additional support based on the results of the observations, assessment data and parent feedback.</p>	Regularly scheduled professional learning community meetings
Social Emotional Interventions	Using teacher/counseling/support staff observations, students will be monitored at our regular scheduled professional learning community meetings. Students will be identified and targeted for additional support based on the results of the observations, attendance data, behavior data and parent feedback.	Regularly scheduled professional learning community meetings Counselors will work weekly with the targeted students.
Special Education Support	Using local academic assessments and teacher/counseling/support staff observations, students will be monitored at our regular scheduled professional learning community meetings. Students will be identified and targeted for additional support based on the results of the observations, academic data, IEP	Regularly scheduled professional learning community meetings, Student Study Team meetings and IEP meetings

Action Title(s)	How Progress will be Monitored	Frequency of Progress Monitoring
	goals, attendance data, behavior data and parent feedback.	
Chronic Absenteeism	Using attendance data, we will focus our efforts on connecting with the families of our chronically absent students to ensure they have the resources and eliminate the barriers that are keeping their student(s) from attending school. Coordinator will set goals with identified students and complete weekly check-ins with the student and their family.	Monitored weekly by our Chronic Absenteeism Coordinator in coordination with the attendance clerk, counselor and school administrator.
Independent Study and/or Quarantine Plan	<p>Using local health data and identified outbreaks, we will plan for, coordinate, and implement activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under IDEA, and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.</p> <p>We will provide an Independent Study program for parents that are uncomfortable sending their children to school during the pandemic.</p>	Daily check-ins by identified school staff.

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Financial Reporting

SUBJECT: Agenda Item 2.2 –High School Design-Builder Contract Review

PREPARER: Andrew McCurdy, Representative of Gifford Construction

RECOMMENDATION: Discussion

BACKGROUND:

Andrew McCurdy will provide the board with an update on the new high school building. He will present a draft of the AIA Design-Builder Contract for board review. The board will discuss the information provided. The finalized contract will be presented in November for final board review and approval.

*See Attached: AIA Document A141-2014 Standard Form of Agreement Between Owner & Design- Builder

REFERENCE:

DRAFT AIA® Document A141™ - 2014

Standard Form of Agreement Between Owner and Design-Builder

AGREEMENT made as of the 1st day of October in the year 2021
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Redding School of the Arts
955 Inspiration Place
Redding, CA 96002

and the Design-Builder:
(Name, legal status, address and other information)

Gifford Construction, Inc.
P.O. Box 492618
Redding, CA 96049

for the following Project:
(Name, location and detailed description)

Redding School of the Arts High School
955 Inspiration Place
Redding, CA 96002

The Owner and Design-Builder agree as follows.

ADDITIONS AND DELETIONS: The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Consultation with an attorney is also encouraged with respect to professional licensing requirements in the jurisdiction where the Project is located.



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**Redding School of the Arts, Inc.
California Not for Profit Corporation**

General Reporting

SUBJECT: Agenda Item 2.3 – School Site Safety Committee Update

PREPARER: Andrew McCurdy/Blake Schack

RECOMMENDATION: Discussion

BACKGROUND:

The School Site Safety Committee will update the board on any new developments.

REFERENCE:

School Site Safety Committee

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

General Reporting

SUBJECT: Agenda Item 2.4 – 2021/22 School Re-Opening Framework
& Guidance Update

PREPARER: Margaret Johnson

RECOMMENDATION: Discussion/Action to Approve

BACKGROUND:

Administration will provide the board with updated information related to COVID-19 and how RSA is meeting state and local guidelines, while addressing student educational needs. Administration will amend the school re-opening plan to comply with new guidelines and review these changes with the board.

REFERENCE:

Shasta Ready/ShastaCoCOVID-19

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

General Reporting

SUBJECT: Agenda Item 2.5 – 2021/22 Governing Board Goal Setting

PREPARER: Margaret Johnson

RECOMMENDATION: Discussion

BACKGROUND:

The Governing Board will review their goals from prior year and discuss new goals for the current academic year. A continued discussion on goal setting is scheduled for 10/19/21 at 5:45 p.m.

See Attached: 2020/21 Governing Board Goals

REFERENCE:

Governing Board Policies/Board Duties & Responsibilities/Board Internal Business

RSA 2020-2021 Governing Board Goals

Action/Activity	Responsible Party Or Measurements	Timeline
Educational Program:		
1. Monitor LCAP, SPAS to mitigate learning loss for students	Administration Instructional Leadership Team Measurements: Test results, competition, stakeholder surveys, trainings, observations	Quarterly Reported information Monthly admin updates,
2. Monitor new curriculum implementation for Mathematics and Science	Administration, established curriculum committee Steve and Jean	Quarterly Reported information Monthly admin updates
3. Monitor RSA reopening plan	Administration	Monthly admin updates
4. Ensure that RSA is meeting its Educational Mission	Measurements: Test results, competition, Instructional Leadership Team, stakeholder surveys	Quarterly updates on topics: celebrations, SARC in January, review of safe school plan in March, LCAP reporting in May, Monthly admin updates
Fiscal goals:		
1. Long term financial planning of 3 – 5 years with cash on hand to meet 2 months budgeted expenditures. (Estimate of 20% reserve)	Governing Board Business Services Finance Committee – (try to manage expenses annually to increase the reserve.)	Review 1 st interim budget - Dec Budget planning for 2 nd interim – March and development for final budget – April - May
2. Discussion/ decision on Health Benefits package	Administration and Governing Board to review	Review information in March Decision in April for budget planning
3. Review the compensation for salary schedule to ensure min wage levels are met.	Administration and Governing Board to review	Review information in March Decision in April for budget planning
4. Negotiate Lease for 3 years with McConnell	Board member and administration	April budget planning

RSA 2020-2021 Governing Board Goals

Action/Activity	Responsible Party Or Measurements	Timeline
Planning Goals		
1. Planning expansion high school & funding model to build a high school. Determine application of New Market Tax Credits	Administration, Daria, Jean	Update monthly information – develop budget Facilities Planning- February Approve plan/ timeline – April Determine start date - May
2. Communication with stakeholders about school information/ concerns.	Administration & Governing Board. Heather Wright volunteered.	Submit a short summary of the monthly board meeting. To begin in May.
3. Consider home school growth and/or need in the community.	Administration & Home School Dept.	March. board meeting to review the growth and potential growth.

Drafted: Sept. 22, 2020

Adopted: 10/13/2020

Reviewed: 1/12/2021

Reviewed: 5/11/2021

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Policy Review & Amendments

SUBJECT: Agenda Item 2.6 – Policy Amendments
2.5.1 Admission & Enrollment Policy
2.5.2 Promotion Acceleration or Retention Policy

PREPARER: Wendy Sanders/Margaret Johnson

RECOMMENDATION: Discussion/Action to Approve Policy Amendments

BACKGROUND:

The policies have been amended to reflect mandated California and Federal law. The policies contain updated language and children who are and/or will turn five years old on Sep 1 and before Dec 2.

See Attached: Policies

REFERENCE:

RSA Policies & Procedures/Governing Board Policies/Policy Adoption

ADMISSION & ENROLLMENT POLICY

The goal of the admissions policy of Redding School of the Arts is to attract, enroll and retain the broadest spectrum of students and families representative of the rich diversity existing in the County. The residence of the student or parent/guardian must be within Shasta County or its contiguous counties. Redding School of the Arts identifies the following admission requirements and parameters for all students, including school-based students and home school students and including both Regular and Special Education students. Ed. Code § 47605(b)(5)(H)

Furthermore, the School does not discriminate against any student based on actual or perceived characteristics of nationality, race, ethnicity, immigration status, religion, sex, gender, ethnic group identification, age, national origin, ancestry, genetic characteristics, mental or physical disability, marital status, sexual orientation, gender identity, gender expression or association with a person or group with one or more of these actual or perceived characteristics or other category protected by law. (AB9)

California Education Code (EC) Section 47605(d)(4) states the following:

1. A charter school shall not discourage a pupil from enrolling or seeking to enroll in a charter school for any reason, including, but not limited to, academic performance of the pupil or because the pupil exhibits any of the following characteristics:
 - Academically low-achieving
 - Economically disadvantaged (determined by eligibility for any free or reduced price meal program)
 - English learner
 - Ethnicity
 - Foster youth
 - Homeless
 - Nationality
 - Neglected or delinquent
 - Race
 - Sexual orientation
 - Pupils with disabilities
2. A charter school shall not request a pupil's records or require the parent, guardian, or pupil to submit the pupil's records to the charter school before enrollment.
3. A charter school shall not encourage a pupil currently attending the charter school to disenroll from the charter school or transfer to another school for any reason (except for suspension or expulsion).
4. This notice shall be posted on a charter school's Internet website and a charter school will provide copies of this notice (a) when a parent, guardian, or pupil inquiries about enrollment; (b) before conducting an enrollment lottery, and (c) before disenrollment of a pupil.

A parent, guardian, or pupil (18 years or older) may file a Charter School Complaint Form to the authorizing entity if they suspect the charter school is in violation of Education Code Section 47605(d)(4). Form is posted on RSA website and copy attached to this policy.

Interested families must submit an application for admittance for each student by the third Monday in April and must have each application validated. Applications are validated by attending an orientation meeting during which the program, parent requirements, admission policies and lottery procedures will be explained.

Admission and Requirements for Admission

The School is open to any student in the State of California who meets the admissions requirements described herein. In the event that the number of pupils who wish to attend the School exceeds the school's capacity, attendance (except for existing pupils of the charter school grades kindergarten through eighth) shall be determined by a public random drawing, the process for which is described below.

Admission Eligibility and Requirements:

In order to be eligible for enrollment in the School classroom program, students must meet the following eligibility requirements:

- All students must have been fully immunized and present the appropriate health examination record in accordance with the California Health and Safety Code.
- All students must meet minimum age requirements as applicable under California law and with grade level placement in accordance with RSA board policy.
- **All kindergarten students must be age 5 on or before September 1 of the school year in which he/she seeks enrollment. If a student turns five years of age after September 1 during the school year, that student may be eligible for admission on a case by case basis ~~in~~ at the discretion of the ~~Board of Directors Administrator~~, in accordance with the Board's ~~age-admission-Promotion, Acceleration or Retention policy~~ and in accordance with law.**
- No student may concurrently attend a private school that charges the students family for tuition.
- All students shall be documented as residents of the State of California.
- If enrolled in an independent study program, a student shall be documented as a resident of the county in which the charter school reports its apportionment claims or an adjacent county.
- Students with a SARB contract from a prior school in California must first fulfill the mandates of the School Attendance Review Board contract.
- No student will be admitted if he/she has been previously expelled from another educational institution.

Sixth through eighth grade students applying for admission must meet the admission criteria including an active interest in an area of visual or performing arts.

In order to ensure that all students will be placed appropriately and benefit fully from the education program, the following pre-admission procedures will be enforced. Failure to comply with any of these procedures may result in denial of admission. An admitted student may be removed from the School if failure to comply with these procedures is discovered after admission has been granted. All eligible students must meet the following requirements:

- Completed applications for admission must be submitted to the School no later than the deadline published for that school year (3rd Monday in April).

- By signing the Admission's Application, parent agrees to provide the school with all requested documents after being admitted, prior to their child's first day of school at Redding School of the Arts.
- Parents/guardians/caregivers shall attend a pre-admission orientation meeting or its equivalent;

After being admitted the parent/guardian/caregivers will comply with the following requirements and provide the appropriate documentation for enrollment prior to their child starting their first day of school:

- Signed Authorization for the School to request and receive student records from all schools the student has previously attended or is currently attending;
- Proof of full immunization or ~~exception~~ exemption from the requirement;
- Proof of health examinations required by the Health and Safety Code;
- Proof of age with the application for admission; through documents such as the following: birth records, statements by the local registrar or a county recorder certifying the date of birth, or baptism certificate duly attested
- Proof of residency; through documents such as the following: parent or guardian's drivers' license, ID card or DMV printout, a copy of a lease, utility bill or similar showing the address of the residence, etc., California tax returns giving California as the home address (within acceptable dates); car registration and/or car insurance; California health insurance or Medi-Cal ID;
- If any information provided to by the parents/guardians could indicate immigration status, citizenship status or national origin information, the School shall not use the acquired information to discriminate against any students or families or bar children from enrolling in or attending the School. If parents or guardians choose not to provide information that could indicate their children's immigration status, citizenship status, or national origin information, the School shall not sue such actions as a basis to discriminate against any students or families or bar children from enrolling or attending school

The School shall follow any required procedures for the transfer of a program between SELPAs. Additionally, each application will be reviewed by staff to ensure it is complete before the student will be considered for admission. Each application will include a description of the School's dispute resolution process. Any student that has been denied admission for failure to meet the School's Admission Requirements and Process may avail him/herself to this process for reconsideration.

In the event that there are more students applying for admission than available space, preferences shall be extended in the following order of priority:

Preferences for Grades K-5

1. Pupils currently attending the School;
2. Children and grandchildren of staff members who are currently employed at least .5FTE or those employees who were hired in 1999 and worked for a minimum of 2 years. (not to exceed 10% of the total student population) and who have an interest in the visual and performing arts;

3. Siblings of students currently enrolled in the School who reside in the residence for at least 49% of the time and who have an interest in the visual and performing arts;

Preferences for Middle School (Grades 6-8)

In the event that there are more students applying for admission than available space, preferences shall be extended in the following order of priority for students who demonstrate and have been pursuing an interest in visual or performing arts:

1. Pupils currently attending the School
2. Pupils who have a current outside interest verification on file;
3. Children and grandchildren of staff members who are currently employed at least .5FTE or those employees who were hired in 1999 and worked for a minimum of 2 years. (not to exceed 10% of the total student population) and who have an interest in the visual and performing arts;

Preferences for High School (Grades 9-12)

In the event that there are more students applying for admission than available space, preferences shall be extended in the following order of priority for students who demonstrate an interest in an early college education and have been pursuing an interest in visual or performing arts:

1. Pupils currently attending the school
2. Pupils who have a current outside interest verification on file;
3. Children and grandchildren of staff members who are currently employed at least .5FTE or those employees who were hired in 1999 and worked for a minimum of 2 years. (not to exceed 10% of the total student population) and who have an interest in the visual and performing arts;

Enrollment Process and Guidelines

There is an open enrollment period each year, which will be advertised within the school community so that all interested students may have an equal opportunity to apply for admission. The deadline for accepting applications will be clearly stated.

The process for enrollment proceeds as follows, (not necessarily in the exact order provided):

- The School will determine class size/configuration for the school year;
- The School will solicit from current students their intention to return the following year;
- The School will solicit from parents/guardians of current students their intention to apply for admission for siblings of current students;
- The School will solicit from founders, staff members, and board members their intention to apply for admission for their children;
- The School will establish and hold an open enrollment period so that all interested students may have an equal opportunity to apply for admission;
- The School will schedule School Tours which includes Program Informational Presentations and strongly encourage prospective families to attend.
- The School will determine the number of returning students at each level;
- The School will determine the number of openings for new students at each level;
- The School will hold a random public lottery, if necessary; and
- The School will notify the families of the applicants who are accepted and rejected.

Non-accepted families will be placed on the wait list in the order in which the students are drawn from the random public drawing. Children who complete the application process after the published deadline will be added to the next lottery pool if a wait list already exists.

A wait list is maintained from year to year. Once on the wait list, a student would remain in that position until he/she is offered a spot in the school or expresses no further interest. During enrollment, volunteers and paid employees return calls and answer questions from prospective families. If families from the wait list are offered a position, they must accept that position within two business days or if they decline or fail to respond within two business days the school will move on to the next student on the waitlist, however, the family may retain their place on the wait list if they desire. If they decline a current position twice or fail to respond the application will be removed from the wait list.

Admission Eligibility and Requirements Independent Study Program:

In order to be eligible for enrollment in the School Independent Study program, students must meet the following eligibility requirements:

- All students must have been fully immunized and present the appropriate health examination record in accordance with the California Health and Safety Code to participate in electives, enrichment or onsite lab classes. Students who do not meet immunization requirements will receive services in as similar and appropriate manner as possible in accordance with the California Health and Safety Code.
- All students must meet minimum age requirements as applicable under California law and with grade level placement in accordance with RSA board policy.
- No student may concurrently attend a private school that charges the students family for tuition.
- All students shall be documented as residents of the State of California and as a resident of the county or adjacent county in which the charter school reports.
- Students with a SARB contract from a prior school in California must first fulfill the mandates of the School Attendance Review Board contract prior to enrollment.
- No student will be admitted if he/she has been previously expelled from another educational institution

To enroll and participate in RSA's independent study program, parents and students must agree to support the following program requirements:

- Parents and Students recognize that the Independent Study Program is an optional alternative on a voluntary basis to students who wish to keep up their academic progress. No student may be required to participate in this experience. The parent/guardian agrees to provide the necessary amount of instructional time appropriate for the completion of this agreement.
- Redding School of the Arts will provide the teacher services, instructional materials, and other necessary items and resources as specified for each assignment.
- Student work must be seen by the teacher on the designated appointment day.
- The parent/guardian, student and designated teacher will generally meet every two weeks at a time agreed upon by both parties at the school/ or other agreed upon location. The meetings will be conducted in a conference format.

- According to Redding School of the Arts Policy for Independent Study, no more than four weeks or 20 school days may elapse between when an assignment is made by the teacher and the date it is due, unless an exception is made in accordance with this policy. Assigned work will be evaluated by the teacher. One day of apportionment will be granted for each day of classroom work completed. The student's work will be evaluated in the same manner that it would be if he/she were completing the work in the classroom.
- The parent/guardian understands that, if adequate work records are not maintained and/or if the student has five days of unexcused absences, the appropriateness of home study as an instructional environment will be reviewed.

Lottery Procedures

In the event that the number of students that have applied for admission in any grade level exceeds available capacity, Redding School of the Arts will implement a public random lottery to admit students. The lottery will be conducted pursuant to the preferences and principles listed below. The lottery procedures outlined below only govern student admission to Redding School of the Arts or an admissions waiting list. It does not determine classroom placement and the school retains sole authority to make classroom assignments.

As indicated above, students from prior years' lotteries will be admitted or retain their position on the waiting list. Lottery results will determine the order of admission in each grade, with new lottery results being added below names on the existing waiting list. Parents and students formally apply for a place in the lottery by submitting a completed validated application. Applications are validated by attending a validation meeting (typically held on the last week of April with two attendance dates provided) during which the academic program, parent requirements, admission policy and lottery procedures are explained in further detail. RSA personnel will screen applications and qualifying applications will be included in the lottery. The first draw will be from applications received no later than January 22 and the second draw will be from applications received no later than the 3rd Monday in April. The lottery will be drawn youngest to oldest, beginning with kindergarten. The order of admittance within each grade will be done by drawing numbers that have been assigned to names. The available spaces will be filled from the ordered lists created from the draws. The lottery will typically be scheduled for the first Tuesday in May.

Students admitted will receive a letter mid-May verifying their placement. Students placed on the waiting list will receive a verification letter stating their place on the waiting list. It is not necessary for applicants or parents/guardians to be present at the lottery. In the event of a vacancy, the school will admit students pursuant to the order specified on the waiting list and the school may require immediate enrollment in the school so as to avoid vacancies during the course of the school year.

Board Approved: August 9, 2018

Amended: April 14, 2020

Promotion Acceleration or Retention Policy

The Governing Board expects students to progress through each grade level within one school year. Toward this end, instruction shall be designed to accommodate the variety of ways that students learn to provide strategies for addressing academic deficiencies as needed. Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

When high academic achievement is evident, the teacher may recommend a student for acceleration into a higher-grade level. The student's maturity level shall be taken into consideration in deciding to accelerate a student.

Determination of Retention

Although RSA does not consider retention as the best option beyond first grade, there may be times for the school and parents to consider retention beyond first grade. MTSS programs will be implemented prior to considering retention. Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (Education Code 48070.5)

Academic Area for Identification of Retention

1 st grade	Reading and Mathematics
2nd _ 3rd grades	Reading
4th. – 8th grades	Reading, Writing and Mathematics

Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by the results of state assessments on annual post testing or scheduled assessments.

If the student does not have a single regular classroom teacher, the principal or designee, shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

Appeals Process

The teacher's decision to promote or retain a student must be appealed consistent with Board policy, Administrative Regulation and law. The burden shall be on the appealing party to show why the teacher's decision should be overruled. (Education Code 48070.5)

To appeal a teacher's decision, the parents/guardians shall submit a written request to the RSA Executive Director or designee, specifying the reason why the teacher's decision should be overruled. The appeal must be initiated within ten (10) school days of the determination of retention or promotion. The teacher shall be provided an opportunity to state orally and/or in writing, the criteria on which his/her decision was based.

Executive Director or designee, determination may be appealed by submitting a written appeal to the RSA Governing Board within ten (10) school days. Within thirty (30) days of receipt of a written appeal, the Board shall meet in closed session to decide on the appeal. The decision of the Board shall be final.

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If the decision of the Board is unfavorable to the appealing party, the parent/guardian shall have the right to submit a written statement of objections which shall become part of the student's record.

Individual Retention Plan (IRP)

Once a child has been retained, the MTSS Team will monitor student and determine before the beginning of the academic school year appropriate placement of the child into an academic intervention plan. The MTSS team process and form will be used to develop a plan of intervention. Students will be not retained for more than one school year.

Non-eligible Student for Retention

Students who are ELL or have an Individual Educational Plan in place can/will be identified as "At-Risk" of retention but will not participate in the Retention Policy listed above. These students already have a process set-up to help them meet their goals and objectives for learning.

Kindergarten Identification of Retention

California law provides that after a child has been lawfully admitted to a kindergarten and has attended for a year, the child shall be promoted to the first grade unless the charter school and the child's parent/guardian agree to have the child continue to attend kindergarten for not longer than one additional year. This rule applies whether a child begins kindergarten at the beginning of a school year or at some later date. Because kindergarten-age children often do not develop at steady or predictable rates, the California Department of Education recommends that approval for a child to continue not be given until near the anniversary of a child's admittance to kindergarten.

Determination of Retention

Whenever Administration and the parents/guardians agree that a student shall continue in kindergarten for an additional year, Administration shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year. The Student Study Team will meet together in the spring, after students have taken annual post testing assessment to make the final determination if students will be retained. (Ed. Code Section 46300 and 48011)

Acceleration from Transitional Kindergarten (RSA Home School only or another District) to Kindergarten

Any student who meets the age eligibility requirement, in 2014-15 school year and each school year thereafter, a child who will have his or her fifth birthday between September 21 and December 2 shall be admitted to a Transitional Kindergarten program maintained by the school district. (Education Code 48000)

The California Department of Education has no authority to require districts to admit or accelerate under-age children. An under-age student may be admitted to Kindergarten at the discretion of the Administrator and with the consent of the parent/guardian upon determination that the student is ready for Kindergarten work, subject to the following minimum criteria:
(Education Code 48011; 5 CCR 200)

1. The student is at least five years of age.
2. The student has attended a public-school Transitional Kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. When evaluated, the student is graded 4-Progressing or higher for all the standards-based kindergarten skills listed on the *Redding School of the Arts Report to Parents – Kindergarten* for the trimester during which the student will be placed in Kindergarten.
- ~~4. The student is in the upper five percent of his/her age group in terms of general mental ability.~~
- ~~5. The physical development and social maturity of the student are consistent with his/her advanced mental ability.~~

6.4. The parent/guardian of the student has filed a written statement with the school district approving the placement in Kindergarten.

Acceleration between Grade Levels

The needs of some pupils who are advanced in their academic work and who are socially mature for their age may be met more effectively if the pupils are accelerated one (1) grade. A parent-teacher conference and SST should precede a decision to accelerate a pupil. Prior parental approval of the special promotion is required.

The needs of a student who will be 14 years 6 months at the beginning of their 8th grade year will be considered for acceleration through the MTSS process. Parent-teacher conference and SST should precede a decision to accelerate a pupil. Prior parental approval of the special promotion is required.

Any student who meets the age eligibility requirement and has completed one year of the current grade level shall be admitted to the next grade level unless the parent/guardian and the Executive Director or designee agree that the student shall continue in the current grade level

A student who does not meet the age eligibility requirement may be admitted to the next grade level at the discretion of the Executive Director or designee and with the consent of the parent/guardian upon determination that the student is ready for the next grade level work, subject to the following minimum criteria:

1. The student has attended a public school for a long enough time to enable school personnel to evaluate his/her ability.
2. The student is in the upper five percent of his/her age group in terms of general mental ability.
3. The physical development and social maturity of the student are consistent with his/her advanced mental ability.
4. The parent/guardian of the student has filed a written statement with the school approving the placement in first grade.

Adopted: 1/22/2009 (*Originally: Supplemental Instructional Program Policy*)

Amended: 5/31/2012

Amended: 9/10/2015

Amended: 4/14/2020

Amended: 4/13/2021 (*Originally: Response to Intervention, Promotion Acceleration or Retention Policy – Now Promotion Acceleration or Retention Policy*)

Amended:

**Redding School of the Arts, Inc.
California Not for Profit Corporation**

Personnel Reporting

SUBJECT: Agenda Item 2.7 – Personnel Updates

New Hire:

Thomas Baker – 10/5 Weekend Custodian (Part-Time)

Resignation:

Kyle Thurmond – 9/30 Paraprofessional

PREPARER: Margaret Johnson

RECOMMENDATION: Discussion/Action to Approve

BACKGROUND:

It is the Governing Boards responsibility to hire and terminate, upon nomination and recommendation of the School Director, all personnel.

REFERENCE:

Governing Board Policies/Board Duties & Responsibilities/Staffing & Personnel