



REDDING SCHOOL OF THE ARTS
WHERE EDUCATION AND THE ARTS CONNECT

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

Thursday, October 12, 2023

Open Session: 5:45 p.m.

Meeting called to order by Presiding Officer Jonathan Sheldon at 5:45 p.m.

Roll Call/Establish Quorum:

| | |
|--------------------------------------|-----------|
| Jonathan Sheldon, President | <u>X</u> |
| Jean Hatch, Vice President | <u>AB</u> |
| Sharon Hoffman - Spector, Treasurer | <u>X</u> |
| Tiffany Blasingame, Secretary | <u>X</u> |
| David Skinner, Parent Representative | <u>X</u> |
| Daria O'Brien, Community Member | <u>X</u> |
| Antonio Cota, Community Member | <u>X</u> |

Additional Non-Voting Participants

| | |
|---|-----------|
| Lane Carlson, Executive Director | <u>X</u> |
| Shelley Tan, Special Ed Director | <u>AB</u> |
| Carol Wahl, Principal | <u>X</u> |
| Sophia Zaniroli, Vice Principal/Teacher | <u>AB</u> |
| Robyn Stamm, Business Serv Provider | <u>AB</u> |
| Cathleen Serna, Business Serv Provider | <u>AB</u> |
| Rebecca Lahey, Staff Liaison | <u>AB</u> |

Board Recorder: Adel Morfin

Onsite Guests: None

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

DIRECTORS REPORT:

- **Lane Carlson:**
Reported that he applied for a \$100k Career Technical Education Incentive Grant (CTEIG). The grant will help fund performance theater & dance programs at RSA, staff salaries, equipment, etc.

Lane reported RSA could be slated to receive funding through the Office of Public School Construction (OPSC) to fund a new TK program. The OPSC office requested additional financial information for review. RSA would want to do a feasibility study, which Lane hopes to involve members of the board to participate in. More information is expected from OPSC in Jan.

Lane reported he has started work on the new Teacher Observation Form. He plans to test it out soon and seek additional input from teaching staff before finalizing it.

PRINCIPAL REPORT:

- **Carol Wahl:**

Reported the TBC sponsored Talent Show is scheduled for 10/13 and encourages everyone to attend.

Parent teacher conferences are coming up next week. 4th-8th grade students will be leading their own conferences and setting their academic goals for the year. Minimum days all next week for everyone, except the high school students, who will follow a regular schedule.

Administration is sponsoring ASB Spirit Week next week. The specific days include: Wednesday 10/18- Crazy Hair Day, Thursday 10/19- Pajama Day, and Friday 10/20- Extreme Spirit Day. The PTC sponsored Fox Trot is scheduled to take place on Friday, October 20, 2023.

Staff is prepping for 2nd Trimester. 4th/5th grade student electives will be going out, a new study skills course will be offered and reading club will be starting back up again.

STAFF LIAISON REPORT:

- **Carol Wahl (on behalf of Rebecca Lahey):**

Rebecca Lahey and Bridgette Jacobsen are finishing their California Literature & Project Training, through Redding School District. The focus of the training is on the significance of teaching phonics to mastery in a specific order. The training also involves using assessment data to provide student intervention support.

Carol also recognized Bridgette Jacobsen for the work she's done on RSA's Facebook page. Bridgette has great information, pictures, and posts. She encourages everyone to follow RSA on Facebook and check it out.

GOVERNING BOARD REPORT:

- **Jonathan Sheldon:** Reported it's been fun to watch Cross Country students this season. The students are good runners, in great shape, and appear ready for the Fox Trot.
- **Sharon Hoffman - Spector:** Nothing to report at this time
- **Tiffany Blasingame:** Nothing to report at this time
- **David Skinner:** Nothing to report at this time
- **Daria O'Brien:** Nothing to report at this time
- **Antonio Cota:** Nothing to report at this time

GOVERNING BOARD CORRESPONDENCE:

- The board acknowledges having received and reviewed board correspondence from an RSA parent.

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 the 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 9/14/2023 Governing Board Meeting Minutes
- 1.2 Approve September 2023 Warrants
- 1.3 Approve Sale of Used Music Equipment
- 1.4 Approve Disposal of Special Education Curriculum Materials & Supplies

1.5 Approve Teacher Consent Authorization Forms:

1.5.1 Michael Dressel

Daria O'Brien moved to approve the consent agenda as listed, seconded by David Skinner. 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: 2023-2033 McConnell Lease Amendment No. 7 Proposal

Lane Carlson reviewed the amended lease proposal from the McConnell Foundation. The proposal extends the current term of the lease by an additional eight (8) years, through 6/30/2033, effective 9/15/2023. The amended lease will strengthen our bond proposal for the high school construction.

The new base rent will be calculated by multiplying the cumulative LCFF Revenue Sources for each academic year by 3.75% vs. a standard flat rate fee, effective July 2025. This is a simplified formula compared to the current renewal process.

Tiffany Blasingame asked for additional clarification under paragraph (3) Base Rent, Section (b). She recommends adding a not to exceed clause of 4% and a calculation based on "unadjusted" Consumer Price Index (CPI) data. The recommended changes would protect RSA in the event the CPI funding model changes over the term of the lease.

Lane plans to discuss the recommended changes with McConnell and provide the board with a revised proposal at the next meeting.

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

2.2 Discussion/Action: 2023/24 Redding Area Bus Authority Transportation Agreement

Lane Carlson reviewed the RABA agreement with the board. The program will increase ridership on RABA's Route 17 and expand transportation options for all students. The initial cost is approx. \$15,000 and will be funded in part by College and Career Access Pathways Grant (CCAP) dual enrollment funds. Lane plans to reach out to Shasta View Academy, Phoenix Charter Sch, and Simpson University to develop a partnership to offset costs in the future.

Tiffany Blasingame expressed concern with the cost of adding a new route. She stated she would be interested in reviewing the ridership data after the initial year to see if the program was worth the cost before committing to another year.

She also seeks additional clarification on the contract as it relates to the Consumer Price Index (CPI) increase during the "Option Year." She recommends specifying "unadjusted" Consumer Price Index (CPI) data based on Oakland/San Francisco area vs. an amount increase by Consumer Price Index (CPI) for all Urban Areas.

Lane will connect with RABA on the recommended changes before signing the contract.

Sharon Hoffman-Spector moved to approve the 2023/24 Redding Area Bus Authority Transportation Agreement with recommended changes as discussed, motion seconded by Daria O'Brien. Vote 6 Ayes: 0 Nays.

2.3 Discussion/Action: 2023-2025 Columbia Business Services Agreement – Amended

Lane Carlson reported reaching out to Columbia to amend our current business services agreement to include outsourcing aspects of accounts payable duties. He hopes the collaboration with Columbia will free up some office time and reduce over time expenses. He recommends the board approve the amended agreement.

Daria O'Brien moved to approve the amended 2023-2025 Columbia Business Services Agreement as written, seconded by David Skinner. Vote 6 Ayes: 0 Nays.

2.4 Discussion/Action: Directions to the Finance Committee for 1st Interim Budget Development

The Finance Committee is seeking directions from the Governing Board on items to review for 1st Interim Budget development. Lane Carlson reviewed the list of directions proposed by administration as recommendation for the board. He stated the directions are similar to the ones from last year. He also recommends reviewing potential salary schedule increases, based on updated COLA information, as discussed by the board last spring.

Sharon Hoffman-Spector moved to approve Directions to the Finance Committee for 1st Interim Budget Development as listed, seconded by David Skinner. Vote 6 Ayes: 0 Nays.

2.5 Discussion: High School Building Committee Update

Lane Carlson reported the high school project is coming along. The committee is continuing to work on final documents including: finalizing property deed, drafting property easements, and drafting the construction contract.

Lane extended an invitation to the board to attend the Groundbreaking Ceremony on November 14, 2023 at 11:00 a.m.

2.6 Discussion: School Site Safety Committee Meeting

Jonathan Sheldon reviewed the minutes from the 10/5 Safety Meeting with the board. He reported on a recent incident at another local school where a student overdosed on fentanyl and staff had to administer Narcan. This prompted a discussion by the committee to have access to Narcan on school property in the event of such emergencies.

Carol Wahl reported RSA was able to receive Narcan from public health and at least (8) staff members have received proper training on how to administer it.

Jonathan also reported the committee also discussed a separate incident involving an RSA student who walked off campus.

The student was located and reunited with his parents. During the incident it was discovered that one of the campus cameras was down and is currently getting repaired. The committee discussed the need for additional cameras to strengthen surveillance capabilities and continued ongoing discussions with regard to fencing of school property.

2.7 Discussion/Action: RSA Board Development & Governance Handbook – 2nd Read

Tiffany Blasingame introduced a 2nd outline of the RSA Board Development & Governance Handbook based on a framework of recommendations by Charter Schools Development Center. The initial draft was reviewed by the board back on

1/10/2023. Tiffany hopes the handbook will be a helpful toolkit for new board members.

Tiffany shared a draft of the RSA Milestones & Year at a Glance Calendar and is seeking additional input from admin to review and add information to both, including a section on The Future of RSA, that Lane Carlson has agreed to provide.

She is also seeking board input on a Glossary of Terms & Acronyms, using CSDC's list as reference, and discussed possibly adding a board member profile section to the handbook. She plans to make the additional changes as discussed and present a final draft to the board in November for approval.

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

2.8 Discussion/Action: Policy Amendments

2.8.1 Sick Benefits Leave Policy #306

Lane Carlson introduced the proposed amendments to the Sick Benefits Leave Policy #306. He stated the need to revise the limits on use of paid sick leave was to encourage all staff, including new employees, to stay home when sick. He also stated there was need to clarify when verification from a health care provider was required or in the event someone tested positive for COVID.

Carol Wahl stated she recently spoke to CharterSafe to seek guidance on abuse of sick leave. She stated it was recommended by CharterSafe that RSA include a clause in the current policy to address such abuse. Carol plans to work with HR to make these changes and present a revised draft to the board in November.

Antonio Cota also suggested reviewing Labor Code 230 as it relates to victims of domestic violence and updating the policy to reflect the current law.

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

2.8.2 Gifts, Grants, and Bequests Policy (formally: Acceptance of Gifts Policy)

Lane Carlson reported working with Margaret Johnson on amending the current Acceptance of Gifts Policy in anticipation of large donor donations for the new theater. Shasta Union High School Districts Gifts, Grants, and Bequests Policy was used as a template for the amended policy.

Members of the board sought additional clarification on what was feasible to do when any gift of money received by the school was not immediately used. They suggested creating a list on how the funds would be handled or possibly invested and reporting back the information to the board in November.

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

2.9 Discussion: Policy Adoption – 1st Reads

2.9.1 Naming of Facility Policy – New

Lane Carlson reported working with Margaret Johnson on drafting a new policy for the Naming of Facility in anticipation of the new theater. Shasta Union High School Districts Naming of Facility Policy was used as a template.

The board reviewed and discussed the proposed policy and had no additional change recommendation. A final draft will be presented for board approval in November.

2.10 Discussion/Action: Personnel Updates

New Hires:

- **Ken Hood – 10/16/2023 High School Special Ed Specialist – Part-Time**

Changes in Employment:

- **Mimi Kladt- 9/21/2023 Custodian – Full-Time**

Resignations:

- **Ali Hijazi– 9/20/2023 Custodian – Full-Time**

Lane Carlson reported on the changes in personnel.

Tiffany Blasingame moved to approve the Personnel Updates as listed, seconded by David Skinner. Vote 6 Ayes: 0 Nays.

ADJOURNMENT:

Tiffany Blasingame moved to adjourn the meeting, seconded by David Skinner.

Meeting adjourned at 7:14 p.m.

NEXT REGULAR MEETING:

Next Special Meeting:

Date: Thursday, October 19, 2023
Time: 1:30 p.m.
Location: Redding School of the Arts/Community Room
955 Inspiration Place
Redding, CA 96003


Next Regular Meeting:

Date: Thursday, November 16, 2023
Time: 5:45 p.m.
Location: Redding School of the Arts/Community Room
955 Inspiration Place
Redding, CA 96003

Governing Board Minutes Respectfully Submitted,



Tiffany Blasingame
RSA Governing Board Secretary



Board Approval Date