



REDDING SCHOOL of ARTS
WHERE EDUCATION AND THE ARTS CONNECT

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

Tuesday, June 7, 2022

Open Session: 5:45 p.m.

Meeting called to order by Presiding Officer Jean Hatch at 5:45 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

Lane Carlson, Executive Director	<u>X</u>
Margaret Johnson, Outgoing Exec Director	<u>X</u>
Wendy Sanders, Special Ed Director	<u>AB</u>
Carol Wahl, Principal	<u>X</u>
Cathleen Serna, Business Serv Provider	<u>X</u>
Robyn Stamm, Business Serv Provider	<u>X</u>
Sophia Zaniroli, Staff Liaison	<u>X</u>

Board Recorder: Adel Morfin

Onsite Guests: Antonio Cota and Tiffany Blasingame

PRESENTATIONS/PUBLIC HEARING:

Local Control Accountability Plans

- o 2022/2023 Local Control & Accountability Plan Federal Addendum
- o 2022/2023 Local Performance Indicators Self-Reflection
- o 2022/2023 LCFF Budget Overview for Parents
- o 2022/2023 Local Control & Accountability Plan – 1st Read
- o 2021/2022 Supplement to Annual Update for LCAP

Margaret Johnson presented an overview of the annual LCAP reports for the 2022/23 school year and corresponding LCFF budget. She reviewed student needs as presented at the May 10th meeting, explained the three LCAP goals for next year, and outlined the performance actions and services being implemented to meet the goals. Following the presentation, members of the public had an opportunity to address the Board on the Local Control Accountability Plans. No comments were made.

DIRECTORS REPORT:

- **Lane Carlson:**

Reported RSA had a strong finish to the school year. The 8th grade assembly and promotion ceremony went well. RSA attended the retirement celebrations honoring Elizabeth Brown and Margaret Johnson.

Lane confirmed having submitted two grant application to the Office for Public School Construction. One \$3 million dollar grant application is for the construction of three transitional kindergarten classrooms and the other \$14 million grant application is intended for high school construction.

High school applications continue to come in. RSA has received approximately 37 application so far for the 2022/23 school year. Lane reported planning is underway for the installation of the four portable classroom units.

The Promoting Arts Now (PAN) committee members met today to discuss fundraising strategies for the new theater. Suggestions include holding a concert, a dance performance in September, and allowing members of the community to sponsor a seat for the new theater. The committee is also exploring the possibility of contracting with an advertising firm to help with marketing the project.

PRINCIPAL REPORT:

- **Carol Wahl:**

Reported PTC sponsored Fun in the Sun Day. It was fun to spend time with students and made for a positive end to the school year.

Admin has been working hard to mesh the elementary and high school schedules and coordinate staffing needs for both sites. The team has been busy over the last couple weeks conducting interviews and hiring new staff for position vacancies.

STAFF LIAISON REPORT:

- **Sophia Zaniroli:**

Reported RSA teaching staff are off and enjoying summer break.

GOVERNING BOARD REPORT:

- **Daria O'Brien:** Nothing to report at this time
- **Heather Wright:** 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:

- No correspondence at this time.

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 5/10/2022 Board Minutes
- 1.2 Approve May 2022 Warrants
- 1.3 Approve Disposal of Library/Middle School Books
- 1.4 Approve 2022-2025 Columbia/RSA Business Services MOU (3 yrs)
- 1.5 Approve 2022/2023 Columbia/RSA Food Service Contract

Heather Wright moved to approve the consent agenda as listed, seconded by Jonathan Sheldon. 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: Finance Committee Meeting Update

Lisa Stewart reported on the committee meeting from 5/9 and 5/31. The committee reviewed the 2022/23 Annual Budget and MYP and recommends board approval. They also recommend the board increase economic uncertainties from 5% to 7.5% and assign the unassigned reserve fund balance that is in excess of the minimum recommended reserve for economic uncertainties proportionally between the High School Building, Deferred Maintenance, and Technology reserves as outlined in the report. Lastly, they recommend the board consider an increase to the salary schedules for 2023/24 based on the projected COLA in order to stay competitive. Robyn Stamm reported minimum wage is scheduled to increase in January to \$15.50 per hour and continue to increase each subsequent year after that.

2.2 Discussion/Action: 2022/23 Salary Schedules – 2nd Read

2.2.1 Administrative/MTSS Salary Schedule Proposals – 2nd Read

2.2.2 Certificated/MTSS Salary Schedule Proposals – 2nd Read

2.2.3 High School Counselor Salary Schedule Proposal – 2nd Read

2.2.4 Classified/MTSS Salary Schedule Proposals – 2nd Read

The board reviewed the final draft proposals of the 2022/23 Salary Schedules as recommended by the Finance Committee in April. The salary scheduled include a 3% increase and are encumbered in the annual budget proposal for next year. Margaret Johnson commented the salary schedules are comparable with other area schools, with the exception of certificated schedule which is still one year behind our LEA's certificated salary schedule.

Andrew McCurdy moved to approve the 2022/23 Salary Schedules as written, seconded by Daria O'Brien. Vote 6 Ayes: 0 Nays.

2.3 Discussion: 2022/23 Annual Budget & MYP – 1st Read

Robyn Stamm reviewed the initial draft of the 2022/23 Annual Budget with the board. She provided a comparison overview between the 2021/22 True Up Budget vs. 2022/23 Adopted Budget proposal. She reported an overall decrease of \$263,000 in fund balance in part due to one-time previously recorded monies which are being realized in the year they are spent. She also stated there were unexpected increases to expenditures related to high school building. RSA had originally budgeted \$500,000 or the 2021-22 year but the current estimate is at \$825,000.

The anticipated LCFF revenue is projected to increase next year. RSA is projecting 2022/23 ADA at 597.12 compared to 510.23 this year. Robyn also stated there is an anticipated 6.56% COLA next year's base funding not all revenue categories and an anticipated additional 3% in one-time funds..

The certificated and classified salaries include the proposed increases to the salary schedule, as well as annual step/column increases.

Robyn review the MYP with the board. She stated RSA has planned deficit spending the next two year by \$308,516, but is projected to come up positive the following years. Robyn reported including an additional \$500,000 into next year's budget for unforeseen expenses related to high school expenses.

She reviewed the Components of Ending Fund Balance. She reported zeroing out RSA's "unassigned/unappropriated" funds and re-designating them towards High School Building, Deferred Maintenance, and Technology reserves.

The board is scheduled to review and adopt the final budget on 6/21.

2.4 Discussion/Action: High School Portables Purchase & Sale Agreements

Lane Carlson reported entering into contract with Millville Elementary and Columbia for the purchase of four classroom portables next year. He reported the portables are in good condition and should serve RSA over the course of the next couple of years while construction for the high school is underway.

Lane reported having contacted a local company to move and set-up the portables over the summer.

Daria O'Brien moved to approve the High School Portables Purchase & Sale Agreements from Millville ESD and Columbia ESD as written, seconded by Lisa Stewart. Vote 6 Ayes: 0 Nays.

- 2.5 Discussion/Action: Approve Authorized Signers for All RSA Warrants & Fund Transfers through the County Treasury**
RSA plans to remove exiting Executive Director, Margaret Johnson, as an authorized signer for all RSA warrants and fund transfers through the County Treasury, and add Lane Carlson, Robyn Stamm and Cathleen Serna, effective 6/30/2022.

Heather Wright moved to approve Lane Carlson, Robyn Stamm and Cathleen Serna as Authorized Signers for All RSA Warrants & Fund Transfers through the County Treasury, effective 6/30/22, seconded by Andrew McCurdy. Vote 6 Ayes: 0 Nays.

- 2.6 Discussion/Action: 2021/22 Title IX Reporting**

Carol Wahl presented the 2021/22 Title IX Reporting data. Federal law requires that schools report athletic participation for the current year by 6/30. The results are broken down by gender and grade and include participation in this year's co-ed cross country, volleyball, and basketball teams. The data will be posted on RSA's website.

Andrew McCurdy moved to approve the 2021/22 Title IX Reporting as listed, seconded by Daria O'Brien. Vote 6 Ayes: 0 Nays.

- 2.7 Discussion: CSDC Governing Board Self-Audit & Composition Table**

Lane Carlson reviewed the Composition Tables and results from Governing Board Self-Audit. The assessment tool was created by CSDC to assist charter school governing board members in data collection regarding their efficiency and performance. Based on the data collected, the board felt they would like to be made aware of the school fundraising activities going on throughout the year. They suggested admin report out the information on a quarterly basis during the year. They also suggested developing a five-year long-term strategic financial plan, especially with the high school opening next year. The board will discuss the information further when they meet in the fall to discuss their goals for the 2022/23 school year.

- 2.8 Discussion/Action: Set Aug 2022 Board Meeting Date**

In accordance with the Bylaws, the Board shall meet at its principal executive office at least once annually within thirty (30) days of the beginning of the academic school year for the purpose of reorganizing the Board and conducting other business as may be determined necessary.

The Governing Board discussed setting Aug 18, 2022 as their first meeting date for the 2022/23 Academic school year

Daria O'Brien moved to approve Aug 18, 2022, as their first meeting date for the 2022/23 Academic school year. The motion was seconded by Jonathan Sheldon. Vote 6 Ayes: 0 Nays.

- 2.9 Discussion: Policy Review – 1st Reads**

2.9.1 2022/23 High School Family Handbook

Lane Carlson reviewed the initial draft of the 2022/23 High School Family Handbook with the board. He stated the handbook did not include a vision statement at this time, as he is planning to meet with staff members and collaborate on an overarching vision statement for the high school.

A final draft will be presented for approval on 6/21.

- 2.10 Discussion/Action: Policy Amendments**

2.10.1 Home School / Independent Study Policy

Margaret Johnson reviewed the amended policy with the board. She stated the amendments match new language by the state on academic content and tiered reengagement procedures.

Daria O'Brien moved to approve the amended Home School / Independent Study Policy as written, seconded by Lisa Stewart. Vote 6 Ayes: 0 Nays.

2.10.2 Conflict of Interest Code

Margaret Johnson reviewed the amended policy with the board. She stated RSA had previously adopted a Conflict of Interest Code that incorporated pieces of the Conflict of Interest Policy, both are now separate policies. The amendments match new language by the state and were drafted by CSDC.

Lisa Stewart moved to approve the amended Conflict of Interest Code as written, seconded by Daria O'Brien. Vote 6 Ayes: 0 Nays.

2.10.3 Conflict of Interest Policy

Margaret Johnson reviewed the amended policy with the board. She highlighted the information pertaining to participation in school decisions in which a "Designated Position" has a disqualifying financial interest. She also discussed "Disclosure Statements" as they pertain to the Statement of Economic Interest, Form 700.

Jonathan Sheldon moved to approve the amended Conflict of Interest Policy as written, seconded by Andrew McCurdy. Vote 6 Ayes: 0 Nays.

2.11 Discussion/Action: Personnel Updates

Resignations:

- Casey Colwell – 5/31/2022 Middle School Teacher
- Catherine Daly – 5/31/2022 Speech Language Pathologist
- Jamie Guido – 5/27/2022 Paraprofessional
- Huang Li – 5/26/2022 Paraprofessional

Release from Employment:

- Lisa Archer – 5/31/2022 Home School Teacher

New Hires:

- Na Luo – 8/10/2022 Kindergarten Mandarin Teacher
- Cassandra Plummer – 8/10/2022 Middle School Art Teacher

Daria O'Brien moved to approve the Personnel Updates as listed, seconded by Jonathan Sheldon. Vote 6 Ayes: 0 Nays.

ADJOURNMENT:

Meeting adjourned at 7:26 p.m.

NEXT SPECIAL MEETING:

Date: Tuesday, June 21, 2022
Time: 5:45 p.m.
Location: Redding School of the Arts/Community Room
955 Inspiration Place
Redding, CA 96003

Governing Board Minutes Respectfully Submitted,



Jonathan Sheldon
RSA Governing Board Secretary



Board Approval Date