



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, September 14, 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>AB</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>X</u> |
| Cathleen Serna, Business Serv Provider | <u>X</u> |
| Rebecca Lahey, Staff Liaison | <u>X</u> |

Board Recorder: Adel Morfin

Onsite Guests: N/A

DIRECTORS REPORT:

- Lane Carlson:

Reported working on a collaborative process with teaching staff on activities that would help demonstrate some of the California teaching standards going on in the classrooms. The information gathered will be used as a tool to assist Admin when conducting classroom observations as part of the certificated evaluation process.

Lane has also been working on a California Career Technical Education Incentive Grant (CTEIG). The grant would help support RSA's visual and performing arts pathway.

FPAE is hosting a community fundraiser to celebrate National Day of Dance and promote the new theater project. The recital will take place Friday at RSA and will feature many different dance companies and ethnic dancers in the community.

Lane reported Columbia Superintendent, Clay Ross, will be stopping by RSA on 9/18 to conduct a site visit, followed by SCOE Superintendent, Judy Flores, on 9/25. Lane also plans to meet with the Redding Rotary on 9/21 to promote RSA & RSA High School models.

PRINCIPAL REPORT:

- Carol Wahl:

Reported the All School Campout will be taking place on 9/15 at Hat Creek & Lassen Park.

She stated the monthly newsletter is available online and a great resource for anyone interested in the happenings on campus. Carol reported on some technical glitches over the past couple of weeks related to Parent Square App, Aeries, and school telephone which has caused some communication issues. RSA is aware and working to resolve it.

She reported RSA is starting to get back into a regular school rhythm. Admin is working with teaching staff to refocus on current process and procedures.

Fall NWEA testing window starts next week.

VICE PRINCIPAL REPORT:

- **Sophia Zaniroli:**
Reported the Moon Festival is coming up on 9/29. The Little Mermaid auditions have concluded and cast has been selected. Auditions for the 10/13 RSA Talent Showcase are underway. The volleyball team has played and won their last two games against St. Joseph's and Tree of Life Charter.

STAFF LIAISON REPORT:

- **Rebecca Lahey:**
Nothing to report at this time

GOVERNING BOARD REPORT:

- **Daria O'Brien:** Encouraged everyone to attend FPAE's upcoming National Day of Dace fundraiser on 9/15.
- **Jonathan Sheldon:** Nothing to report at this time
- **Sharon Hoffman - Spector:** Nothing to report at this time
- **David Skinner:** Nothing to report at this time
- **Antonio Cota:** Nothing to report at this time

GOVERNING BOARD CORRESPONDENCE:

- 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 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 8/10/2023 Governing Board Minutes
- 1.2 Approve August 2023 Warrants
- 1.3 Approve RSA Donation
- 1.4 Approve Middle Sch Musical Director & Drama Elective Instructor Job Description – 2nd Read
- 1.5 Approve Disposal of Outdated Library Books
- 1.6 Approve 2023/24 Members of the Finance Committee
- 1.7 Approve 2023/24 Members of the Foundation for Promoting Arts Education
- 1.8 Approve 2023/24 RSA/MTSS Special Education Service Agreements
 - 1.8.1 *RSA/Breslin Occupational Therapy MOU (Occupational Therapy Services)

David Skinner moved to approve the consent agenda as listed, seconded by Sharon Hoffman-Spector. Vote 5 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: 2022/23 Unaudited Actuals

Cathleen Serna presented the 2022/23 Unaudited Actuals report, which compares the 2022/23 Second Interim Budget vs. preliminary final year end closing as of 6/30. She reported on RSA's ending fund balance and components, reviewed revenue, expenditures, and services and operations. Cathleen reported an increase of \$76k in certificated salaries due primarily to SpEd salaries that were not previously budgeted for at Second Interim, however, RSA was able to recoup the revenue associated with said salaries, which was also not budgeted for, creating an overall wash. Overall RSA finished the year off well with an ending fund balance of \$4,097,943

Daria O'Brien moved to approve the 2022/23 Unaudited Actuals as written, seconded by Sharon Hoffman-Spector. Vote 5 Ayes: 0 Nays.

2.2 Discussion/Action: 2023/24 General Extra Duty Stipend Salary Schedule – Amended

Lane Carlson reported partnering with Shasta YMCA to help qualified families offset after school care costs, as part of ELOP funding. The growth in the program created a use of facility and scheduling conflict, which resulted in looking at teacher classrooms for after school care use.

Admin proposes to amend the General Extra Duty Stipend Salary Schedule to include a classroom facility use stipend to compensate select teachers for use of their classrooms. The stipend amount varies based on frequency of individual teacher classroom use and is payable per trimester (retroactive to 8/16/23).

Lane reviewed the additional minor changes to the other stipend names.

Daria O'Brien moved to approve the amendments to the 2023/24 General Extra Duty Stipend Salary Schedule as written effective 8/16/23, seconded by David Skinner. Vote 5 Ayes: 0 Nays.

2.3 Discussion/Action: 2023/24 Classified Salary Schedule

Lane Carlson proposes to amend the current Classified Salary Schedule to reflect a change to the Attendance Clerk position from Column C to Column D. He reported the change reflects the level of responsibilities and training required of the position. Approval of the changes would be retroactive to 7/1/2023.

David Skinner moved to approve the 2023/24 Classified Salary Schedule as written effective 7/1/2023, seconded by Sharon Hoffman-Spector. Vote 5 Ayes: 0 Nays.

2.4 Discussion/Action: Update Authorized Signers on the Umpqua High School Student Body Bank Account:

2.4.1 Remove Sarah Spaschak as authorized signer on the High Sch Student Body Account

2.4.2 Add Diana Ruvalcaba as authorized signers on the High Sch Student Body Account

RSA seeks approval in order to remove Sarah Spaschak as authorized signer on the Umpqua High School Student Body Bank Account. RSA will add Diana Ruvalcaba, as authorized signer in her place.

Existing signers will remain on the account as listed: Lane Carlson, Audelia Morfin, and Carol Wahl.

Sharon Hoffman-Spector moved to approve the updated Authorized Signers on the Umpqua High School Student Body Bank Account as listed, seconded by David Skinner. Vote 5 Ayes: 0 Nays.

2.5 Discussion: High School Building Committee Update

Lane Carlson reported RSA was hoping to have started breaking ground on the high building construction already, but due to recent changes in property lines, that has been delayed until in possibly October, assuming the fall weather permits. The property line adjustment was submitted today and will hopefully get recorded soon.

Lane reported the School Financing Authority approved the bond financing and grant towards costs.

He stated McConnell approved RSA's request to extend the building lease from a 2 year contract to a 10 year contract. An amendment to the lease will be submitted to the board in the coming months for approval.

2.6 Discussion: School Site Safety Committee Meeting Update

Jonathan Sheldon reported on the School Site Safety Committee Meeting from 9/11. The committee proposes to update signage around the classrooms with Standard Response Protocol (SRP), install new campus signs in the parking lot to assist with traffic flow, and post signs in various areas around school to mitigate student behavior expectations when using the rest rooms. Jonathan mentioned the committee also discussed potential ideas on how to increase security around campus in the future.

2.7 Discussion/Action: Set Date for Governing Board Goal Setting Meeting

The Governing Board meets annually to discuss and set goals for the coming school year. The board discussed potential dates and plans to hold a special meeting on Thursday, October 19th at 1:30 p.m. for their annual goal setting meeting.

David Skinner moved to approve a special meeting on Thursday, October 19th at 1:30 p.m. for the board's annual goal setting meeting. The motion was seconded by Sharon Hoffman-Spector. Vote 5 Ayes: 0 Nays.

2.8 Discussion: Review of RSA LiveBinder

Board members were granted 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. Lane Carlson reviewed the various sections of the electronic binder with the board.

2.9 Discussion: 2023/24 Executive Director Goals

Lane Carlson reviewed his professional goals for the 2023/24 school year as part of this evaluation process.

ADJOURNMENT:

Meeting adjourned at 7:05 p.m.

NEXT REGULAR MEETING:

Date: Tuesday, October 12, 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,



Jonathan Sheldon
RSA Governing Board President



10/12/23
Board Approval Date