

**CALIFORNIA HERITAGE YOUTHBUILD ACADEMY  
CHARTER COUNCIL MEETING AGENDA  
REGULAR BOARD SESSION  
3750 RANCHO ROAD, SUITE 5  
REDDING, CA 96002  
Monday, December 15, 2025  
6:30 p.m.  
Zoom Link and Call-In Number  
<https://zoom.us/j/8946605780>  
Meeting ID: [8946605780](https://zoom.us/j/8946605780)  
Dial In Number:  
+1 669 900 9128**

*In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact Cathy Taylor at (530) 605-4900 for assistance. Notification at least 48 hours before the meeting will enable CHYBA to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.*

*Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the CHYBA office located at 2150 Churn Creek Road, Suite 150, Redding, CA during normal business hours.*

*Public Forum for Non-Agenized Items & Closed Session:*

*Hearing of persons desiring to address the Board on closed session item or 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).*

**I. Call to Order and Roll Call of Board**

**II. Pledge of Allegiance**

**III. Hearing of Persons Desiring to Address the Charter Council**

**IV. AGENDA**

**CONSENT  
AGENDA:**

All consent agenda items for the California Heritage YouthBuild Academy are considered to be routine and will be enacted by one motion unless a board member requests separate action on a specific item. Approval recommended on all items listed:

1. Approve agenda and deviation from posted agenda as necessary.
2. Minutes of Regular Board Session November 19, 2025
3. Ratify Commercial Warrants and Payroll Distributions for November 2025.

## **Adjourn to Closed Session:**

Agenda Item 1. Public Employee Discipline/Dismissal/Release/Complaint (G.C. 54957)

Agenda Item 2. Conference with Real Property Negotiator (G.C. 54956.8)

Property: 1400 Industrial St.

Negotiator: Cathy Taylor, Executive Director

Negotiating Party: Block 7

Under Negotiation: Price and terms of payment for the potential purchase.

Agenda Item 3. Public Employee Appointment/Employment – Compensation Adjustments (G. C. 54957)

The Board will review and consider compensation matters for the following individual employees:

- **Special Education Intern Teacher** – consideration of salary placement adjustment
- **Fire Science Teacher** – consideration of additional stipend
- **WRTP Program Staff (individual cases)** – consideration of salary adjustments

*After the closed session, the board will announce any action taken in closed session.*

### **Agenda Item 1. INFORMATION/ACTION**

Discussion and approval of the 2025-26 First Interim Financial Report, Certification, and any Budget Revisions Reflected on First Interim Report.

### **Agenda Item 2. INFORMATION/ACTION**

Organizational Meeting of the Board of Trustees: Discussion and approval of board meeting dates, times, and locations.

### **Agenda Item 3. INFORMATION/ACTION**

Organizational Meeting of the Board of Trustees: Discussion and approval of terms of office and officers for January 1, 2026-December 31, 2026.

### **Agenda Item 4. INFORMATION/ACTION**

Discussion and approval of Warrant Signature Authorization – Shasta County Office of Education

#### **Background:**

SCOE requires a signature card identifying authorized representatives who may sign warrants, orders, and other fiscal documents. This action establishes CHYBA's authorized signers to ensure compliance with county office procedures and internal controls.

**Agenda Item 5.      INFORMATION/ACTION**

Discussion and approval of the 2024-25 Financial Audit/Financial Statement from the WHK CPA auditing firm and the related corrective action plan

**Agenda Item 6.      INFORMATION/ACTION**

Approval to ratify the hiring of Shawn Martinez, Counselor; Heaven Stubbe, and Libby Dunlap as Case Managers.

**Agenda Item 7.      INFORMATION/ACTION**

Discussion regarding updates on facilities

**Agenda Item 8.      INFORMATION**

Discussion and updates related to CDBG-DR Workforce Training Program grant

**Agenda Item 9.      INFORMATION**

Administrative reports presented by Chelsea Martinez, Ryan Franco, Zach Clouse, and Cathy Taylor.

**ADJOURNMENT**

