

**MANZANITA ELEMENTARY SCHOOL DISTRICT  
REGULAR BOARD MEETING MINUTES**

**DATE:** November 2, 2016

**TIME & PLACE:** 7:00 p.m., Manzanita Elementary School, Room 6

**MEMBERS PRESENT:** Colleen Dugan, Chris Alexander, Darin Pantaleoni, David Anderson and Brenda Donnahoe

**MEMBERS ABSENT:** None

**GUESTS WHO SIGNED IN:** Chris Engelmann

**DISTRICT PERSONNEL:** Michelle Sanchez, Brittany Short and Suzanne Carter-Herboldshimer

**I. CALL TO ORDER:**

- A. Open Session
  - 1. Roll Call, Flag Salute

The meeting was called to order at 7:00 p.m. by President, Colleen Dugan.

**II. APPROVAL OF AGENDA, AGENDA ORDER, AND MINUTES:**

- A. Approval of the Agenda and permission for the Board President to change the sequence of the Agenda as she deems appropriate.

A motion was made by Brenda Donnahoe and seconded by Darin Pantaleoni to approve the Agenda, as presented. The motion passed.

- Ayes: Dugan, Alexander, Anderson, Pantaleoni, Donnahoe
    - Noes: None
    - Abstained: None
    - Absent: None

**MOTION #32**

- B. Approval of the Minutes of the Regular Board Meeting held on October 12, 2016.

A motion was made by David Anderson and seconded by Brenda Donnahoe to approve the Minutes of the Regular Board Meeting held on October 12, 2016. The motion passed.

Ayes: Dugan, Alexander, Anderson, Pantaleoni, Donnahoe  
Noes: None  
Abstained: None  
Absent: None

**MOTION #33**

**III. HEARING SESSION / PUBLIC FORUM:**

At this point in the meeting, visitors may address issues that do not appear on the agenda. The law does not allow the Board to take action on items not appearing on the agenda. If visitors wish to address issues on the agenda, they may do so at the time the item is addressed by the Board.

There were no comments from the audience.

**IV. COMMUNICATIONS:**

A. Superintendent and Principal Report

1. Enrollment

Current enrollment is 290. This represents an increase of 2 students from the previous month.

2. Facilities

Ms. Sanchez reported that the campus is in great shape. We have been cleaning up the gym and doing some minor repairs on the bleachers, but overall everything is good.

3. Curriculum, Instruction, and Assessment

Our students and teachers continue to work hard. Trimester 1 ends next week and our teachers will be busy working on report cards getting ready for parent conference week (November 28-December 2).

4. Strategic Plan/LCAP

We will have our AVID sight visit from Holly Rocha on Nov 7<sup>th</sup>.

5. Boosters Report

Boosters' reported that the Jog-a-thon was a huge success. We had great parent participation, as usual. The Halloween Parade was a lot of fun as well. The student's costumes were really creative. Great job Manzanita Families!

Boosters will now be working on planning a float for the Parade of Lights on November 30th.

6. Miscellaneous

a. Bus update

Ms. Sanchez and Mrs. Herboldshimer reported that our new bus has been down again. There were issues with a part on our filter system that was potentially not installed correctly, causing a pipe to drag, to the point it had holes that were leaking exhaust. We have been working on getting the wiring installed for the plug in cleaning system. We are having the engine checked now, as it seems to be producing more soot than it should be. Everything is back up and running again.

b. Election/Appointment of new Board Members

Ms. Sanchez reported the timeline for Elections and the process of appointing a new board member. We will swear in and appoint members at the December 7th meeting. Our two returning members are Colleen Dugan and Darin Pantaleoni. After the swearing in, our new Board will interview prospective appointees and provisionally appoint a new member.

**V. OLD BUSINESS:**

- A. No Old Business

**VI. NEW BUSINESS:**

- A. Consider December 7, 2016 as our Annual Organizational Meeting.

A motion was made by Darin Pantaleoni and seconded by Chris Alexander to approve of December 12, 2016 as our Annual Organizational Meeting. The motion passed.

Ayes:	Dugan, Alexander, Anderson, Pantaleoni, Donnahoe
Noes:	None
Abstained:	None
Absent:	None

**MOTION #34**

- B. Consider approval of the following Inter-District Attendance Agreements for the 2016-2017 school year:

1. To the Manzanita Elementary School District from the Gridley Unified School District:

Austen, Sawyer                      Grade K                      New

2. To the Manzanita Elementary School District from the Live Oak Unified School District:

Howell, Emma                      Grade K                      New

A motion was made by Chris Alexander and seconded by Brenda Donnahoe to approve all Inter-District Attendance Agreement requests for the 2016-2017 school year listed in Items VI.B.1-2. The motion passed.

Ayes:              Dugan, Alexander, Anderson, Pantaleoni, Donnahoe  
Noes:              None  
Abstained:      None  
Absent:            None

**MOTION #35**

- C. Consider the approval of paying \$1832.00 (approx.) to cover all students (289) and volunteers under the “Student Insurance” Policy for the 2016-2017 school year.

A motion was made by Brenda Donnahoe and seconded by Darin Pantaleoni to consider the approval of paying \$1832.00 (approx.) to cover all students (289) and volunteers under the “Student Insurance” Policy for the 2016-2017 school year. The motion passed.

Ayes:              Dugan, Alexander, Anderson, Pantaleoni, Donnahoe  
Noes:              None  
Abstained:      None  
Absent:            None

**MOTION #36**

- D. Second Reading of revised Board Policy Section 0000 “Philosophy-Goals-Objectives”.

A motion was made by Brenda Donnahoe and seconded by Chris Alexander to approve of the Second Reading of revised Board Policy Section 0000 “Philosophy-Goals-Objectives”. The motion passed.

Ayes:              Dugan, Alexander, Anderson, Pantaleoni, Donnahoe  
Noes:              None  
Abstained:      None  
Absent:            None

**MOTION #37**

- E. First Reading of revised Board Policy Section 1000 “Community Relations”.

The board received a copy of Section 1000 to make notes and edit.

**FIRST READING/DISCUSSION**

- F. Consider the approval of Michelle Cable to be the Christmas Program Coordinator for the 2016-17 school year.

A motion was made by Darin Pantaleoni and seconded by Chris Alexander to consider the approval of Michelle Cable to be the Christmas Program Coordinator for the 2016-17 school year. The motion passed.

Ayes: Dugan, Alexander, Anderson, Pantaleoni, Donnahoe  
Noes: None  
Abstained: None  
Absent: None

**MOTION #38**

- G. Consider the resignation of Tom Lerossignol, P.E. Teacher, effective October 31, 2016.

A motion was made by Darin Pantaleoni and seconded by Chris Alexander to approve the resignation of Tom Lerossignol, P.E. Teacher, effective October 31, 2016. The motion passed.

Ayes: Dugan, Alexander, Anderson, Pantaleoni, Donnahoe  
Noes: None  
Abstained: None  
Absent: None

**MOTION #39**

**VII. FINANCIAL--BUDGET, BIDS, WARRANTS, AND PAYROLL TRANSFERS:**

- A. Consider the approval of October warrants and budget revisions as attached.

A motion was made by Brenda Donnahoe and seconded by Chris Alexander to approve all October warrants and budget revisions as attached. The motion passed.

Ayes: Dugan, Alexander, Anderson, Pantaleoni, Donnahoe  
Noes: None  
Abstained: None  
Absent: None

**VIII. RECESS TO CLOSED SESSION:**

(If the Board recesses to Closed Session, the purpose of the session will be announced; any action taken in Closed Session will be announced in Open Session prior to the adjournment of the Public Meeting).

**IX. CLOSED SESSION**

- A. Discuss Personnel Issues.
- B. Discuss Student Discipline Issues.
- C. Discuss Labor Negotiations.

**X. RECONVENE TO TAKE ACTION ON CLOSED SESSION ITEMS:**

No action was taken.

**XI. ADJOURNMENT:**

Colleen Dugan adjourned the meeting at 8:00 p.m.

Respectfully submitted,

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Michelle Sanchez, Secretary to the Board

Approved:

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Chris Alexander, Board President

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Brenda Donnahoe, Board Clerk

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Darin Pantaleoni, Board Member

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Colleen Dugan, Board Member

Motions to Date: 40  
Resolutions to Date: 3