

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

DATE: April 5, 2023

TIME & PLACE: 7:00 p.m., Manzanita Elementary School, Room 2/Google Meet

MEMBERS PRESENT: Brenda Donnahoe, Jacki Fields, Clark Stowe, Jake Wilson

MEMBERS ABSENT: Andrea Perkins

GUESTS: None

DISTRICT PERSONNEL: Gary Rogers, Shelly Cahoon, Brittany Lobo

I. CALL TO ORDER:

A. Open Session

1. Roll Call, Flag Salute

The meeting was called to order at 7:00 p.m. by Board President, Clark Stowe.

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 he deems appropriate.

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

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION #93

B. Approval of the Minutes of the Regular Board Meeting held on March 8, 2023.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the Minutes of the Regular Board Meeting held on March 8, 2023. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 94

III. COMMENTS FROM BOARD MEMBERS

No comments.

IV. HEARING SESSION / PUBLIC FORUM:

Anyone wishing to address the Board on items on or off the agenda may do so at this time. No action may be taken on items that are not listed as Action Items. Comments are limited to 3 minutes and 20 minutes each subject matter.

V. COMMUNICATIONS:

- A. Booster Report
 - 1. Back the School Bash raised around \$28,000 (\$20,000 net) and approximately \$6,000 from the class baskets.
 - 2. Upcoming Events: Drive Thru Dinner and Color Run
- B. Athletics Report
 - 1. Basketball has come to an end.
 - 2. FRRPD is organizing a track season 4/20-5/11. Manzanita is still looking for coaches.
 - 3. FRRPD is relocating and may not return next school year. Manzanita is looking into other leagues.
- C. Student Council Report
 - 1. Whole school rally was held last week.
- D. Principal/Superintendent Report
 - 1. We had 4 students participate in the county elementary and middle school spelling bee. (Ezra Bowling, Aisha Khan, Jacob Daddow, Sawyer Austen)
 - 2. Parent conferences were held a couple weeks ago including Middle School.
 - 3. We are currently working on quotes for a school marquee, soccer goals, gaga ball, refinishing the track and grass area. Will also be working on upgrading teacher tech. (ELOP and Arts/Music/Discretionary Grant.
 - 4. Curriculum and Instruction- Math Meeting (Fluency, Problem Solving, Vocabulary): XtraMath, Math vocab, CUBE word problem solving strategy. Summer School Planning: Looking at doing two sessions of summer school starting in July. Each session would be 3 weeks long/30 Days, another option we are exploring is 10 Saturdays throughout the year and then 20 days of summer school. Celebrating 2nd Trimester Honor Roll students tomorrow. CAASPP Testing - Starting May 8th.

5. Maintenance/Custodial/Transportation- We have been dealing with a plumbing issue with the primary restrooms continuing to back up. Roto-rooter has been out several times. Yesterday they jetted out the line but it could be that the sewer line under room 16 is having an issue. HVAC fencing is under construction and should be installed beginning of May. Camera system in the bus is up and running.
6. Upcoming Events: 4/7-4/16 – Spring Break, 4/17 - PK to Chico Discovery Museum, 4/18 – 4th Grade to Empire Mine, 4/20 – Pizza with the principal – March, 4/21 – March SOTM Walk of Fame, 4/25 – 5th Grade to Gateway Science Museum.

VI. OLD BUSINESS:

No Old Business.

VII. NEW BUSINESS:

- A. Consider the approval of the 2023-2024 Manzanita School Calendar.

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve the 2023-2024 Manzanita School Calendar. The motion passed.

Ayes:	Donnahoe, Fields, Stowe, Wilson
Noes:	None
Abstained:	None
Absent:	Perkins

MOTION # 95

- B. Quarterly report on Williams Uniform Complaints.

DISCUSSION

- C. Consider the approval of the Memorandum of Understanding between Manzanita Elementary School District and WesEd as it relates to the administration of the California Healthy Kids Survey for the 2022-2023 School Year.

A motion was made by Jake Wilson and seconded by Jacki Fields to approve the Memorandum of Understanding between Manzanita Elementary School District and WesEd as it relates to the administration of the California Healthy Kids Survey for the 2022-2023 School Year. The motion passed.

Ayes:	Donnahoe, Fields, Stowe, Wilson
Noes:	None
Abstained:	None
Absent:	Perkins

MOTION # 96

- D. Consider the approval of the agreement between Total Compensation Systems, Inc. (TCS) and Manzanita Elementary School District effective April 1, 2023 for TCS to provide consulting reports to comply with the requirements of current GASB accounting standards 74/75 related to retiree health benefits for two years.

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve agreement between Total Compensation Systems, Inc. (TCS) and Manzanita Elementary School District effective April 1, 2023 for TCS to provide consulting reports to comply with the requirements of current GASB accounting standards 74/75 related to retiree health benefits for two years. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 97

- E. Consider the approval of the amended Joint Powers Agreement that was adopted by the Butte Schools Self-Funded Programs' (BSSP) Board of Directors in December 2022.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the amended Joint Powers Agreement that was adopted by the Butte Schools Self-Funded Programs' (BSSP) Board of Directors in December 2022. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 98

- F. Consider approval of the MOU between Butte County Office of Education Curriculum and Instruction Office and the Manzanita Elementary School District for the 2023-2024 school year. This contract is an agreement for BCOE to complete ConApp submission, which allows Manzanita Elementary School District to adhere to State and Federal mandates and timelines.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the MOU between Butte County Office of Education Curriculum and Instruction Office and the Manzanita Elementary School District for the 2023-2024 school year. This contract is an agreement for BCOE to complete ConApp

submission, which allows Manzanita Elementary School District to adhere to State and Federal mandates and timelines. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 99

G. Discussion on the Manzanita Elementary School District 2022-2023 Local Control Accountability Plan LCAP.

DISCUSSION

H. Consider the approval of the Arts, Music and Instructional Material Discretionary Block Grant 2022 Plan.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the Arts, Music and Instructional Material Discretionary Block Grant 2022 Plan. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 100

I. Consider the approval of the updated Elementary and Secondary School Emergency Relief (ESSER III) Plan.

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve the updated Elementary and Secondary School Emergency Relief (ESSER III) Plan. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 101

J. Consider the approval of paying \$1985.00 (approx.) to cover all students (319) and volunteers under the “Student Insurance” Policy for 3/3/2023-3/2/2024.

A motion was made by Jacki Fields and seconded by Brenda Donnahoe to approve the updated Elementary and Secondary School Emergency Relief (ESSER III) Plan. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 102

VIII. CONSENT AGENDA:

All matters listed under the Consent Agenda are routine and will be acted upon by one motion and vote. If an item needs further clarification and/or discussion, it may be removed from the Consent portion of the agenda and then be acted upon as a separate item.

A. Consider approval of the following Inter-District Attendance Agreements for the 2023-2024 school year:

1. From the Biggs Unified School District to the Manzanita Elementary School District:

Student # 1001631	Grade 3	Returning
Student # 1001765	Grade K	New

2. From the Gridley Unified School District to the Manzanita Elementary School District:

Student # 1001759	Grade K	New
Student # 1001680	Grade 1	Returning
Student # 1001712	Grade 1	Returning
Student # 1001242	Grade 8	Returning
Student # 1001651	Grade 8	Returning
Student # 1001650	Grade 6	Returning
Student # 1001247	Grade 8	Returning
Student # 1001248	Grade 8	Returning
Student # 1001443	Grade 4	Returning
Student # 1001534	Grade 3	Returning
Student # 1001696	Grade K	Returning
Student # 1001478	Grade 4	Returning

3. From the Live Oak Unified School District to the Manzanita Elementary School District:

Student # 1001483	Grade 8	Returning
Student # 1001756	Grade K	New
Student # 1001415	Grade 5	Returning
Student # 1001268	Grade 8	Returning
Student # 1001476	Grade 4	Returning
Student # 1001474	Grade 4	Returning
Student # 1001599	Grade 2	Returning
Student # 1001331	Grade 7	Returning
Student # 1001327	Grade 7	Returning
Student # 1001514	Grade 4	Returning

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve all Inter-District Attendance Agreement requests listed in Items VIII.A.1.-VIII.A.3. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
 Noes: None
 Abstained: None
 Absent: Perkins

MOTION # 103

- B. Consider the approval of the March 2023 Vendor Warrants.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the March 2023 Vendor Warrants. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
 Noes: None
 Abstained: None
 Absent: Perkins

MOTION # 104

IX. PERSONNEL ACTION:

- A. Consider the approval of the resignation of Koral McLean, cafeteria aide, effective March 10, 2023.

A motion was made by Brenda Donnahoe and seconded by Jacki Fields to approve resignation of Koral McLean, cafeteria aide, effective March 10, 2023. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
 Noes: None
 Abstained: None
 Absent: Perkins

MOTION # 105

- B. Consider the approval of hiring Koral McLean, instructional aide, effective March 13, 2023.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve hiring Koral McLean, instructional aide, effective March 13, 2023. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 106

- C. Consider the approval of the creation of a .6 FTE temporary intervention teacher for the 2023-2024 school year.

A motion was made by Jacki Fields and seconded by Jake Wilson to approve the creation of a .6 FTE temporary intervention teacher for the 2023-2024 school year. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 107

- D. Consider the approval of hiring Ravinder Kullar as a .6 FTE temporary intervention teacher for the 2023-2024 school year.
A motion was made by Brenda Donnahoe and seconded by Jacki Fields to approve hiring Ravinder Kullar as a .6 FTE temporary intervention teacher for the 2023-2024 school year. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 108

- E. Consider the approval of the Contract for Employment with Gary Rogers, to serve as the District's Superintendent for the period commencing July 1, 2023 and ending June 30, 2025.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the Contract for Employment with Gary Rogers, to serve as the District's Superintendent for the period commencing July 1, 2023 and ending June 30, 2025. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 109

- F. Consider the approval of the resignation of Andrea Perkins, board member, effective April 15, 2023.

A motion was made by Brenda Donnahoe and seconded by Jacki Fields to approve the resignation of Andrea Perkins, board member, effective April 15, 2023. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 110

- G. Consider approval of the procedures and timeline for appointment of new board member.

Applications due April 28, 2023
Interviews held May 10, 2023

A motion was made by Jake Wilson and seconded by Jacki Fields to approve the procedures and timeline for appointment of new board member. The motion passed.

Ayes: Donnahoe, Fields, Stowe, Wilson
Noes: None
Abstained: None
Absent: Perkins

MOTION # 111

X. 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).

- A. Public Employment Appointment of Personnel as listed under “Personnel Action” below; Pursuant to Government Code Section 54957
- B. Classified, Certificated, Classified Confidential, and Management Personnel Discipline, Dismissal and/or Release; Pursuant to Government Code Section 54957
- C. Public Employee Performance Evaluation of Classified, Certificated, Classified Confidential, Management and Superintendent; Pursuant to Government Code Section 54957
- D. Litigation; Pursuant to Government Code Section 54956.9
- E. Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)
- F. Security Matters Pursuant to Government Code 54957

The board recessed to closed session at 7:39 p.m.

XII. RECONVENE TO TAKE OPEN SESSION:

The board reconvened at 8:15 p.m.

XIII. ADJOURNMENT:

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to adjourn the meeting. The meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Gary Rogers, Secretary to the Board

Approved:

Clark Stowe, Board President

Jake Wilson, Board Clerk

Brenda Donnahoe, Board Member

Jacki Fields, Board Member

Motions to Date: 111

Resolutions to Date: 3