

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

DATE: September 14, 2022

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

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

MEMBERS ABSENT: None

GUESTS: Marc Tillotson, Michelle Cable, Lora Askea, Linda Rice

DISTRICT PERSONNEL: Gary Rogers, Shelly Cahoon

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, Andrea Perkins.

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 to Clark Stowe to approve the Agenda, as presented. The motion passed.

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

MOTION # 22

- B. Approval of the Minutes of the Regular Board Meeting held on August 10, 2022.

A motion was made by Clark Stowe and seconded by Jacki Fields to approve the Minutes of the Regular Board Meeting held on August 10, 2022. The motion passed.

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

MOTION # 23

III. COMMENTS FROM BOARD MEMBERS

Andrea Perkins welcomes back staff and students and thanked staff for a great start to the school year.

Jake Wilson appreciated the Walk of Fame on September 9th honoring those affected by 9-11 and recognizing our local first responders.

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.

Michelle Cable gave a report on the PLC conference several staff members attended over the summer and the 2022-23 school year goals for the Guiding Coalition which was formed as a result of the conference. This year's theme is: "Level Up."

V. COMMUNICATIONS:

- A. Booster Report
 - 1. Caitlin Zavala is this year's Booster Club president.
 - 2. Had a booth set up at back-to-school nights for parents to sign up for volunteering opportunities throughout the year.
 - 3. Fall Movie night on Saturday, September 24.
- B. Athletics Report
 - 1. Feather River Parks and Rec has a new director this year.
 - 2. 5/6 and 7/8 co-ed volleyball will start in October.
- C. Student Council Report
 - 1. Started planning for rallies.
 - 2. Will decide Friday dress-up days.
- D. Principal/Superintendent Report
 - 1. New Hires- Amber Sparks – Music, Jackelinne Uribe - Instructional Aide, Ron Rader - Custodian/Bus Driver. Still need to finalize GATE teacher. The office staff has done a great job in helping our school year get off to a great start. Reyna Rosas has been a great addition to our office staff helping reduce

the workload for Shelly and Brittany. She has really helped bridge the gap with our EL parents and is doing a great job of handling the triage in the office.

2. Positions to be Filled- Instructional Aide, Custodian, Music teacher
3. Curriculum and Instruction- Several teachers have helped form a guiding coalition to help guide our PLC journey. Meet first Wednesday of the month. Book study, help answer PLC questions, finish building the airplane school culture. Started our Social Emotional Curriculum (SEL) Suite 360 this week. Students will be starting with an assessment then learning about Self Awareness. First MAP assessment will be the week of September 26th.
4. Maintenance- The well has been drilled and tested. We are waiting for water quality test results from the lab before we move forward with the final design, but the first set of water quality testing from the deepest zone (490-510 ft below the ground surface, bgs) came back clean for 1,2,3-TCP! We're hoping that the shallower zones also come back clean so that the final well is not so deep. We usually don't test anything shallower than 100 feet bgs due to surface water contamination possibilities. New Office Update: Carpet will be installed Friday. Furniture should be here next week. Few minor things to finish before moving in. Hopefully beginning of October. We will be cleaning out the bus barn so you will see a dumpster out there tomorrow.
5. Upcoming Events- 9/15 – Fire Drill, 9/20 – Picture Day, 9/22 – Bus Evacuation Drill

E. Enrollment- 322

VI. OLD BUSINESS:

No Old Business.

VII. NEW BUSINESS:

- A. Discussion of District Initial Proposal to Manzanita Teachers Association/CTA/NEA.

DISCUSSION

- B. Consider approval of the Auxiliary Organization Application for Coverage with Butte Schools Self-Funded Programs (BSSP) and Bay Area Schools Insurance Cooperative (BASIC) for activities sponsored by the Manzanita Elementary School District and Manzanita Boosters Club during the period of July 1, 2022 through June 30, 2024.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the Auxiliary Organization Application for Coverage with Butte Schools Self-Funded Programs (BSSP) and Bay Area Schools Insurance Cooperative (BASIC) for activities sponsored by the Manzanita Elementary School District

and Manzanita Boosters Club during the period of July 1, 2022 through June 30, 2024. The motion passed.

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

MOTION # 24

- C. Consider approval of the MOU between the Manzanita Elementary School District and the Butte County Office of Education acting as partners in the After School Education and Safety Program (ASUS) for the 2022-2023 school year.

A motion was made by Clark Stowe and seconded by Jake Wilson to approve the MOU between the Manzanita Elementary School District and the Butte County Office of Education acting as partners in the After School Education and Safety Program (ASUS) for the 2022-2023 school year. The motion passed.

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

MOTION # 25

- D. Consider approval of 6th grade overnight field trip to Shady Creek Outdoor School May 30-June 2, 2023.

A motion was made by Brenda Donnahoe and seconded by Clark Stowe to approve the 6th grade overnight field trip to Shady Creek Outdoor School May 30-June 2, 2023. The motion passed.

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

MOTION # 26

- E. Consider paying \$200.00 per student to help reduce the student portion of attending Shady Creek Outdoor School. Total cost per student is \$350.00. (Student portion after the Board contribution will be \$150.00).

A motion was made by Jake Wilson and seconded by Clark Stowe to approve paying \$200.00 per student to help reduce the student portion of attending Shady

Creek Outdoor School. Total cost per student is \$350.00. (Student portion after the Board contribution will be \$150.00). The motion passed.

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

MOTION # 27

F. Consider approval of the 2022-2023 Consolidated Application for Funding Categorical Aid Programs.

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve the 2022-2023 Consolidated Application for Funding Categorical Aid Programs. The motion passed.

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

MOTION # 28

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 2022-2023 school year:

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

Student # 1001323	Grade 6	Returning
Student # 1001470	Grade 4	Returning
Student # 1001532	Grade 4	Returning

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

Student # 1001330	Grade 6	Returning
Student # 1001298	Grade 7	Returning

Student # 1001721	Grade TK	New
Student # 1001588	Grade K	Returning
Student # 1001490	Grade 4	Returning
Student # 1001600	Grade 1	Returning
Student # 1001478	Grade 3	Returning

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

Student # 1001246	Grade 7	New
Student # 1001723	Grade 7	New

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

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

MOTION # 29

- B. Consider the approval of the August 2022 Vendor Warrants.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the August 2022 Vendor Warrants. The motion passed.

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

MOTION # 30

IX. PERSONNEL ACTION:

- A. Consider approval of the Agreement between the Manzanita Elementary School District and the Butte County Office of Education to provide Librarian of Record Services for the 2022-2023 school year.

A motion was made by Clark Stowe and seconded by Jacki Fields to approve the Agreement between the Manzanita Elementary School District and the Butte County Office of Education to provide Librarian of Record Services for the 2022-2023 school year. The motion passed.

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

MOTION # 31

- B. Consider approval of the Agreement between the Manzanita Elementary School District and the Butte County Office of Education for Student Support Counselor, Lenny Hubbard, to serve as counselor 2 days a week for the 2022-2023 school year.

A motion was made by Jacki Fields and seconded by Jake Wilson to approve the Agreement between the Manzanita Elementary School District and the Butte County Office of Education for Student Support Counselor, Lenny Hubbard, to serve as counselor 2 days a week for the 2022-2023 school year. The motion passed.

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

MOTION # 32

- C. Consider approval of the following extra duty assignments for the 2022-2023 school year, as per the certificated contract:

5/6 Volleyball Coach: Caleb Sawyer

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve the following extra duty assignments for the 2022-2023 school year, as per the certificated contract:

5/6 Volleyball Coach: Caleb Sawyer

The motion passed.

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

MOTION # 33

- D. Consider approval of the following walk-on coaching assignments for the 2022-2023 school year:

7/8 Volleyball Coach: EmmaLee Bowling

A motion was made by Jacki Fields and seconded by Clark Stowe to approve the following walk-on coaching assignments for the 2022-2023 school year:

7/8 Volleyball Coach: EmmaLee Bowling

The motion passed.

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

MOTION # 34

- E. Consider the approval of the contract language revisions made to the Superintendent/Principal's 2021-2023 contract.

A motion was made by Clark Stowe and seconded by Jake Wilson to approve the contract language revisions made to the Superintendent/Principal's 2021-2023 contract. The motion passed.

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

MOTION # 35

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 7:38 p.m.

XI. RECONVENE TO TAKE OPEN SESSION:

The board reconvened at 8:45 p.m.

XII. ADJOURNMENT:

A motion was made by Clark Stowe and seconded by Jacki Fields to adjourn the meeting. The meeting was adjourned at 8:46 p.m.

Respectfully submitted,

Gary Rogers, Secretary to the Board

Approved:

Andrea Perkins, Board President

Clark Stowe, Board Clerk

Brenda Donnahoe, Board Member

Jacki Fields, Board Member

Jake Wilson, Board Member

Motions to Date: 35

Resolutions to Date: 2