

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

DATE: February 14, 2024

TIME & PLACE: 6:00 p.m., Manzanita Elementary School, Room 2

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

MEMBERS ABSENT: None

GUESTS: Lora Askea, Celina Morales

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 6:00 p.m. by Board President, Jake Wilson.

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

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

MOTION # 65

- B. Approval of the Minutes of the Regular Board Meeting held on January 10, 2024.

A motion was made by Clark Stowe and seconded by Matt Thompson to approve the Minutes of the Regular Board Meeting held on January 10, 2024. The motion passed.

Ayes: Donnahoe, Stowe, Thompson, Wilson
Noes: None

Abstained: Fields
Absent: None

MOTION # 66

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. Student Council Report
 - 1. Middle school had a dance last Friday.
 - 2. Rally coming up on March 1st
- B. Sports Report
 - 1. Boys Basketball is in the final couple of weeks.
 - 2. We are working on planning what Track and Field might look like.
- C. Booster Report
 - 1. Fundraiser dinner was well attended. Everyone had a great time
 - 2. Family dance February 16th.
- D. Student Recognition
- E. Principal/Superintendent Report
 - 1. Planetarium Assembly Feb 13th. Students seemed to really enjoy it.
 - 2. 100th day of school was last Friday. Lots of students and staff dressed up as 100-year olds.
 - 3. Curriculum and Instruction: Teachers have completed ELA essential standards and are now working on completing Math. The next steps will be “I can statements” and curriculum alignment. Winter MAP testing is taking place this week. Slime Mr. Rogers or teacher for growth. Still working out the details.
 - 4. Maintenance/Custodial/Transportation: Tree removed on Larkin that was leaning due to the storm last week. The concrete for the container behind the gym has been completed and the container was delivered. We can now store ELOP/PE equipment in there. Received a revised quote to upgrade AV in the gym \$78K (new screen, projector, and sound system all wireless).
 - 5. Upcoming Events: 2/15 – Pizza with the Principal, 2/16 – Booster Club Family Dance 5-8 PM, 2/19 – No School – President’s Day, 2/23 – Cable/Carstensen to Chico State, 2/29 – 8th Grade to Career Fair @ Silver Dollar

VI. OLD BUSINESS:

- A. Conduct the second reading and approve the revised Manzanita Elementary School District Policies.

A motion was made by Clark Stowe and seconded by Matt Thompson to approve the second reading and approve the revised Manzanita Elementary School District Policies. The motion passed.

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

MOTION # 67

VII. NEW BUSINESS:

- A. Consider approval of the 2023-2024 Manzanita Elementary School District Safety Plan.

A motion was made by Brenda Donnahoe and seconded by Jacki Fields to approve the 2023-2024 Manzanita Elementary School District Safety Plan. The motion passed.

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

MOTION # 68

- B. Consider approval of SARC Report (School Accountability Report Card) for fiscal year 2022-2023 in accordance with Education Code 33126.

A motion was made by Jacki Fields and seconded by Matt Thompson to approve the SARC Report (School Accountability Report Card) for fiscal year 2022-2023 in accordance with Education Code 33126. The motion passed.

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

MOTION # 69

- C. Presentation of the Manzanita Elementary School District 2023/2024 LCAP mid-year update.

INFORMATION

- D. Consider the approval of the proposal from ECORP Consulting Inc. to provide an Environmental Review Document (CEQA-plus) for the Manzanita Elementary School Well Replacement Project.

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve the proposal from ECORP Consulting Inc. to provide an Environmental Review Document (CEQA-plus) for the Manzanita Elementary School Well Replacement Project. The motion passed.

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

MOTION # 70

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 the approval of the January 2024 Vendor Warrants.

A motion was made by Matt Thompson and seconded by Clark Stowe to approve the January 2024 Vendor Warrants. The motion passed.

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

MOTION # 71

IX. PERSONNEL ACTION:

- A. Consider the approval of Resolution 23/24.4 to Eliminate the four 3.75 Hours/Day Yard Duty Positions as of June 11, 2024.

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve Resolution 23/24.4 to Eliminate the four 3.75 Hours/Day Yard Duty Positions as of June 11, 2024. The motion passed.

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

RESOLUTION # 4

- B. Consider the approval of the Confirmation of Acceptance of Reduced Position for employee #438.

A motion was made by Matt Thompson and seconded by Brenda Donnahoe to approve the Confirmation of Acceptance of Reduced Position for employee #438. The motion passed.

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

MOTION # 72

- C. Consider the approval of the Confirmation of Acceptance of Reduced Position for employee #408.

A motion was made by Clark Stowe and seconded by Matt Thompson to approve the Confirmation of Acceptance of Reduced Position for employee #408. The motion passed.

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

MOTION # 73

- D. Consider the approval of the Confirmation of Acceptance of Reduced Position for employee #470.

A motion was made by Matt Thompson and seconded by Brenda Donnahoe to approve the Confirmation of Acceptance of Reduced Position for employee #470. The motion passed.

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

MOTION # 74

- E. Consider the approval of the Superintendent/Principal's Recommendation to Lay Off Classified Employees (Classified Instructional Aide) Due to Lack of Work and/or Lack of Funds for the ensuing 2024-2025 school year.

A motion was made by Matt Thompson and seconded by Jacki Fields to approve the Superintendent/Principal's Recommendation to Lay Off Classified Employees

(Classified Instructional Aide) Due to Lack of Work and/or Lack of Funds for the ensuing 2024-2025 school year. The motion passed.

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

MOTION # 75

- F. Consider the approval of Resolution 23/24.6 to Lay off one Classified Instructional Aide Due to Lack of Work and/or Lack of Funds at the conclusion of the 2023-2024 academic year.

A motion was made by Brenda Donnahoe and seconded by Clark Stowe to approve Resolution 23/24.6 to Lay off one Classified Instructional Aide Due to Lack of Work and/or Lack of Funds at the conclusion of the 2023-2024 academic year. The motion passed.

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

RESOLUTION # 6

- G. Consider the approval of the Superintendent/Principal’s Recommendation to Reduce Services Provided by Certificated Employees (Intervention Teacher) for the ensuing 2024-2025 school year.

A motion was made by Matt Thompson and seconded by Clark Stowe to approve the Superintendent/Principal’s Recommendation to Reduce Services Provided by Certificated Employees (Intervention Teacher) for the ensuing 2024-2025 school year. The motion passed.

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

MOTION # 76

- H. Consider the approval of the resignation of Jacqueline Danielson, 5th Grade teacher, effective June 30, 2024.

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve the resignation of Jacqueline Danielson, 5th Grade teacher, effective June 30, 2024. The motion passed.

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

MOTION # 77

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 6:41 p.m.

XI. RECONVENE TO TAKE PUBLIC ACTION ON CLOSED SESSION ITEMS:

The board reconvened at 7:15 p.m.

ANNOUNCEMENTS OF ACTION TAKEN IN CLOSED SESSION:

President Jake Wilson announced the following actions taken:

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve Resolution 23/24.5 to Establish four 2.0 Hours/Day Yard Duty Positions at the conclusion of the 2023-2024 academic year. The motion passed.

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

RESOLUTION # 5

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve Resolution 23/24.7 to Eliminate (1) Classified Instructional Aide position at the conclusion of the 2023-2024 academic year. The motion passed.

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

RESOLUTION # 7

A motion was made by Jacki Fields and seconded by Jake Wilson to approve Resolution 23/24.8 to Eliminate .6 FTE Intervention Teacher position at the conclusion of the 2023-2024 academic year. The motion passed.

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

RESOLUTION # 8

XIII. ADJOURNMENT:

A motion was made by Jacki Fields and seconded by Clark Stowe to adjourn the meeting. The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

Gary Rogers, Secretary to the Board

Approved:

Jake Wilson, Board President

Jacki Fields, Board Clerk

Brenda Donnahoe, Board Member

Clark Stowe, Board Member

Matthew Thompson, Board Member

Motions to Date: 77

Resolutions to Date: 8