

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

**DATE:** March 9, 2022

**TIME & PLACE:** 7:00 p.m., Manzanita Elementary School, Room 1/Zoom

**MEMBERS PRESENT:** Brenda Donnahoe, Chris Oakley, Andrea Perkins, Clark Stowe, Jake Wilson

**MEMBERS ABSENT:** None

**GUESTS:** Michelle Cable, Alison Jones, Lora Askea, Linda Rice, Jose Santana, Reyna Rosas, Joanna McClellan, Nancy Warner, Jennifer Lewis, John McClellan

**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, 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 Chris Oakley to approve the Agenda, as presented. The motion passed.

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

**MOTION # 78**

B. Approval of the Minutes of the Regular Board Meeting held on February 9, 2022.

A motion was made by Jake Wilson and seconded by Clark Stowe to approve the Minutes of the Regular Board Meeting held on February 9, 2022. The motion passed.

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

**MOTION # 79**

**III.    COMMENTS FROM BOARD MEMBERS**

None

**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.

Reyna Rosas, translated for her father Jose Santana.

**V.     COMMUNICATIONS:**

- A.    Booster Report
  - 1.    Celebrated Read Across America and Dr. Seuss last week with dress up days and a celebration on Friday
  - 2.    Upcoming Events: Outdoor Movie Night in April, Color Run in May, Egg hunt in April, Tri Tip dinner (date unknown).
- B.    Athletics Report
  - 1.    We took team sports pictures last Thursday for the yearbook. Libby Tolman took the team pictures this year and did a great job.
  - 2.    We will be finishing up the second season of basketball this month with FRRPD tournaments on March 23-24 for 7/8 Girls and March 29 & 31 for 5/6 boys. Both tournaments will be played in Oroville at the main Oroville High School gym.
  - 3.    There will be Track and Field seasons for K-4th and 5th-8th this year. We will be passing out forms next week to students. The track season will be during the months of April and May with the final Ribbon meets scheduled for May 25 and 26.
- C.    Student Council Report-None
- D.    Student Recognition
- E.    Principal/Superintendent Report

1. Well Update-EKI came out and looked at ground conditions and we are now waiting on a schedule.
  2. Universal Prekindergarten- UPK and LCAP meetings will be combined with Site Council meetings
  3. Curriculum and Instruction- 2nd Trimester ended last Friday, Linda and Lora finished trimester testing, grade level teams are looking at data and reorganizing groups, Bikram Kullar and Sawyer Austen will represent Manzanita at the county spelling bee on 3/25, 21-22 Winter MAP Assessment Data
  4. Maintenance- Electrician finished the light in the staff parking lot.
  5. Counseling- Butte County offered the position to one of the candidates but unfortunately, she declined.
  6. Upcoming Events- 3/10 – Pizza with the Principal, 3/11 – Trimester Ice Cream, 3/11 – Rally, 3/14-18 – Primary Parent Conferences, 3/17 – Site Council, 3/22 – Spring Picture Day, 3/25 - County Spelling Bee.
- F. Enrollment-290

**VI. OLD BUSINESS:**

No Old Business.

**VII. NEW BUSINESS:**

- A. Consider approval of the Second Interim Budget Report.

A motion was made by Clark Stowe and seconded by Chris Oakley to approve the Second Interim Budget Report. The motion passed.

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

**MOTION # 80**

- B. Consider approval of updated contract with Erickson Law Firm for Teleserv Legal/Consultant Services.

A motion was made by Chris Oakley and seconded by Jake Wilson to approve the updated contract with Erickson Law Firm for Teleserv Legal/Consultant Services. The motion passed.

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

**MOTION # 81**

- C. Consider approval of 6<sup>th</sup> and 7<sup>th</sup> grade overnight field trip to Shady Creek Outdoor School May 31-June 3, 2022.

A motion was made by Brenda Donnahoe and seconded by Clark Stowe to approve the 6<sup>th</sup> and 7<sup>th</sup> grade overnight field trip to Shady Creek Outdoor School May 31-June 3, 2022. The motion passed.

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

**MOTION # 82**

- D. Consider paying \$150.00 per student to help reduce the student portion of attending Shady Creek Outdoor School. Total cost per student is \$275.00. (Student portion after the Board contribution will be \$125.00).

A motion was made by Chris Oakley and seconded by Jake Wilson to approve paying \$150.00 per student to help reduce the student portion of attending Shady Creek Outdoor School. Total cost per student is \$275.00. (Student portion after the Board contribution will be \$125.00). The motion passed.

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

**MOTION # 83**

- E. Consider the approval of paying \$1850.00 (approx.) to cover all students (292) and volunteers under the “Student Insurance” Policy for 3/3/2022-3/2/2023.

A motion was made by Chris Oakley and seconded by Brenda Donnahoe to approve paying \$1850.00 (approx.) to cover all students (292) and volunteers under the “Student Insurance” Policy for 3/3/2022-3/2/2023. The motion passed.

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

**MOTION # 84**

## 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 Chico Unified School District to the Manzanita Elementary School District:

Student # 1001404	Grade 5	Returning
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2. From the Gridley Unified School District to the Manzanita Elementary School District:

Student # 1001623	Grade 1	Returning
Student # 1001672	Grade K	New
Student # 1001324	Grade 6	Returning
Student # 1001508	Grade 3	Returning
Student # 1001673	Grade K	New
Student # 1001214	Grade 8	Returning
Student # 1001250	Grade 7	Returning
Student # 1001441	Grade 4	Returning
Student # 1001205	Grade 8	Returning
Student # 1001144	Grade 8	Returning
Student # 1001257	Grade 7	Returning
Student # 1001258	Grade 7	Returning
Student # 1001596	Grade 8	Returning
Student # 1001569	Grade 2	Returning
Student # 1001615	Grade 1	Returning
Student # 1001266	Grade 7	Returning
Student #1001191	Grade 8	Returning
Student # 1001527	Grade 3	Returning
Student # 1001326	Grade 6	Returning
Student # 1001396	Grade 4	Returning
Student # 1001641	Grade 7	Returning
Student # 1001640	Grade 4	Returning
Student # 1001196	Grade 8	Returning
Student # 1001393	Grade 5	Returning
Student # 1001511	Grade 3	Returning
Student # 1001674	Grade K	New
Student # 1001675	Grade TK	New
Student # 1001446	Grade 4	Returning

Student # 1001556    Grade 2    Returning  
Student # 1001627    Grade 1    Returning

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

Student # 1001547    Grade 2    Returning  
Student # 1001474    Grade 3    Returning  
Student # 1001599    Grade 1    Returning

A motion was made by Jake Wilson and seconded by Clark Stowe to approve 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 # 85**

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

A motion was made by Jake Wilson and seconded by Clark Stowe to approve the February 2022 Vendor Warrants. The motion passed.

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

**MOTION # 86**

## **IX. PERSONNEL ACTION:**

- A. Consider approval of the retirement of Jose Santana, Bus Driver/Custodian/Maintenance/Grounds man, and effective March 31, 2022.

A motion was made by Chris Oakley and seconded by Clark Stowe to approve the retirement of Jose Santana, Bus Driver/Custodian/Maintenance/Grounds man, and effective March 31, 2022. The motion passed.

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

**MOTION # 87**

- B. Consider approval of the following extra duty assignment for the 2021-2022 school year, as per the certificated contract:

K-4 Track Coach: Caleb Sawyer

A motion was made by Jake Wilson and seconded by Chris Oakley to approve the following extra duty assignment for the 2021-2022 school year, as per the certificated contract: K-4 Track Coach: Caleb Sawyer. The motion passed.

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

**MOTION # 88**

- C. Consider approval of the following walk-on coaching assignment for the 2021-2022 school year:

5-8 Track Coach: Rick Fenn

A motion was made by Chris Oakley and seconded by Clark Stowe to approve the following walk-on coaching assignment for the 2021-2022 school year: 5-8 Track Coach: Rick Fenn. The motion passed.

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

**MOTION # 89**

## **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 7:51 p.m.

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

The board reconvened at 9:29 p.m.

**XII. ADJOURNMENT:**

A motion was made by Brenda Donnahoe and seconded by Chris Oakley to adjourn the meeting. The meeting was adjourned at 9:30 p.m.



Respectfully submitted,

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Gary Rogers, Secretary to the Board

Approved:

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Andrea Perkins, Board President

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Clark Stowe, Board Clerk

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Brenda Donnahoe, Board Member

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Chris Oakley, Board Member

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Jake Wilson, Board Member

Motions to Date: 89  
Resolutions to Date: 6