

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

DATE: June 28, 2023

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

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

MEMBERS ABSENT: None

GUESTS: Josefina Espinoza, Reyna Rosas, Sandra Jimenez, Miriam Velazquez, Deisy Castaneda

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, Thompson, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 128

B. Approval of the Minutes of the Special Board Meeting held on May 10, 2023.

A motion was made by Jake Wilson and seconded by Jacki Fields to approve the Minutes of the Special Board Meeting held on May 10, 2023. The motion passed.

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

MOTION # 129

- C. Approval of the Minutes of the Regular Board Meeting held on May 10, 2023.

A motion was made by Brenda Donnahoe and seconded by Jacki Fields to approve the Minutes of the Regular Board Meeting held on May 10, 2023 after changing Absent : from Perkins to Wilson. The motion passed.

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

MOTION # 130

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.

Reyna Rosas and parents from ELAC (Josefina Espinoza, Sandra Jimenez, Miriam Velazquez, Deisy Castaneda) spoke expressing their appreciation and gratitude for the English classes and the ways they have been able to be involved in school activities because of it.

Brittany Lobo thanked the board for the new office and adding a third person in the office this past school year. It made the school year run much smoother and was greatly appreciated.

V. COMMUNICATIONS:

- A. Sports Report
1. We will be moving to a new league with Yuba County schools and Sycamore next school year.

- B. Student Council Report
 - 1. Elections for student body officers were held at the end of the school year. President: Mason Oakley, Vice President: Hudson Oakley, Secretary: Gagneet Kular, Treasurer: John Routon, Assistant Treasurer: Gretchen Routon, Spirit Representative: Madison Alvarez
- C. Principal/Superintendent Report
 - 1. End of the year was busy with field trips, field day, rallies, and the end of year BBQ.
 - 2. I had end of the year meetings with instructional aides and teachers to reflect on the year and also plan for next year including PD needs.
 - 3. Focus on evidence based instructional strategies for next year.
 - 4. I attended PLC+ conference with Butte County and will be part of a group working to build capacity in the county.
 - 5. Curriculum and Instruction- 12 teachers and 2 instructional aides attended the PLC conference in Sacramento last week. Summer School July 31 - Aug 18 with 2-3 Teachers and 1 aide. It will be run similar to last year with academics from 8-12 (with sessions for students during that time). ASP offered from 12-5. Planning PD for August (PLC, MAP assessment, Differentiated instruction.
 - 6. Maintenance/Custodial/Transportation- Custodians have adjusted to summer hours. 1 working 4-10's and others working 5 days. Summer room cleaning has begun along with other projects and work orders. School Should be installed beginning of August.
 - 7. Upcoming Events: 8/9 - MESD Board Meeting, 8/23-24 - Teacher Buy Back Days, 8/25 - Work Day, 8/28 - First Day of School.

VI. PUBLIC HEARING:

- A. Open Public Hearing to receive comment on:
 - 1. Public input concerning the 2023-2024 LCAP and the School District Original Budget.
 - 2. Public input concerning adoption of the 2022 Manzanita Elementary School Developer Fee Justification Study and Resolution and the Increase of the Statutory School Fee.
- B. Adjourn Public Hearing and reconvene to the Regular Board Meeting.

VII. OLD BUSINESS:

No Old Business.

VIII. NEW BUSINESS:

- A. Consider the approval of Resolution 22/23.4 “In the Matter of the Increase in School Facilities Fees and Approval of CEQA Exemption”.

A motion was made by Brenda Donnahoe and seconded by Jacki Fields to approve Resolution 22/23.4 “In the Matter of the Increase in School Facilities Fees and Approval of CEQA Exemption”. The motion passed.

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

RESOLUTION # 4

- B. Consider the approval of Resolution 22/23.5 “In the Matter of the Adoption of a Fee Justification Study”.

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve Resolution 22/23.5 “In the Matter of the Adoption of a Fee Justification Study”. The motion passed.

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

RESOLUTION # 5

- C. Consider approval of our annual Declaration of Need for Fully Qualified Educators.

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve our Annual Declaration of Need for Fully Qualified Educators. The motion passed.

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

MOTION # 131

- D. Consider the approval of the agreement between Manzanita Elementary School District and the Butte County Office of Education - After School Education and Safety Program (ASES) to provide expanded learning opportunities in accordance with the mandated Expanded Learning Opportunities Program for the 2023-2024 school year.

A motion was made by Jacki Fields and seconded by Matt Thompson to approve agreement between Manzanita Elementary School District and the Butte County Office of Education - After School Education and Safety Program (ASES) to provide expanded learning opportunities in accordance with the mandated Expanded Learning Opportunities Program for the 2023-2024 school year. The motion passed.

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

MOTION # 132

- E. Consider the approval of the Written Fee Contract between Manzanita School District and McDougal Boehmer Foley Lyon Mitchell & Erickson for Teleserv Legal/Consultant Services.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the the Written Fee Contract between Manzanita School District and McDougal Boehmer Foley Lyon Mitchell & Erickson for Teleserv Legal/Consultant Services. The motion passed.

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

MOTION # 133

IX. 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 Manzanita Elementary School District to the Gridley Unified School District:

Benitez, Ezekiel	Grade 1	Returning
Benitez, Yaretzi	Grade K	New

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

Student # 1001470	Grade 5	Returning
Student # 1001775	Grade TK	New
Student # 1001567	Grade 3	Returning
Student # 1001708	Grade K	Returning
Student # 1001532	Grade 5	Returning
Student # 1001768	Grade K	New

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

Student # 1001346	Grade 7	Returning
Student # 1001632	Grade 8	Returning
Student # 1001453	Grade 5	Returning
Student # 1001452	Grade 5	Returning
Student # 1001612	Grade 2	Returning
Student # 1001445	Grade 5	Returning
Student # 1001700	Grade K	Returning
Student # 1001330	Grade 7	Returning
Student # 1001406	Grade 6	Returning
Student # 1001447	Grade 4	Returning
Student # 1001249	Grade 8	Returning
Student # 1001774	Grade TK	New
Student # 1001309	Grade 7	Returning
Student # 1001554	Grade 3	Returning
Student # 1001606	Grade 2	Returning
Student # 1001777	Grade TK	New
Student # 1001714	Grade 1	Returning
Student # 1001490	Grade 5	Returning
Student # 1001600	Grade 2	Returning
Student # 1001593	Grade 2	Returning
Student # 1001283	Grade 7	Returning
Student # 1001322	Grade 6	Returning
Student # 1001464	Grade 5	Returning
Student # 1001517	Grade 4	Returning
Student # 1001325	Grade 7	Returning
Student # 1001641	Grade 8	Returning
Student # 1001640	Grade 5	Returning
Student # 1001763	Grade K	New
Student # 1001270	Grade 8	Returning
Student # 1001383	Grade 6	Returning
Student # 1001329	Grade 7	Returning
Student # 1001690	Grade 1	Returning
Student # 1001675	Grade K	Returning

Student # 1001446 Grade 5 Returning
Student # 1001556 Grade 3 Returning

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

Student # 1001436 Grade 6 Returning
Student # 1001603 Grade 2 Returning
Student # 1001408 Grade 6 Returning
Student # 1001776 Grade TK New
Student # 1001628 Grade 3 Returning
Student # 1001629 Grade 8 Returning
Student # 1001246 Grade 8 Returning
Student # 1001778 Grade TK New
Student # 1001723 Grade 8 Returning
Student # 1001616 Grade 2 Returning

5. From the Palermo Union School District to the Manzanita Elementary School District:

Student # 1001780 Grade TK New

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve all Inter-District Attendance Agreement requests listed in Items IX.A.1.-IX.A.5 with the exception of Student # 1001616 under Item IX.A.4 to be excluded per parents request. The motion passed.

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

MOTION # 134

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

A motion was made by Jake Wilson and seconded by Jacki Fields to approve the May 2023 Vendor Warrants. The motion passed.

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

MOTION # 135

X. PERSONNEL ACTION:

- A. MTA/CTA/NEA Initial Proposal to Manzanita Elementary School District

INFORMATION

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

DISCUSSION

- C. Consider accepting the resignation of Jessica Benson, yard duty, effective June 15, 2023.

A motion was made by Jacki Fields and seconded by Matt Thompson to accept the resignation of Jessica Benson, yard duty, effective June 15, 2023. The motion passed.

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

MOTION # 136

- D. Consider the approval of the MOU between Manzanita Elementary School District and Chico Country Day School for Natalie Wren to provide school nursing services for the 2023-2024 school year.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the MOU between Manzanita Elementary School District and Chico Country Day School for Natalie Wren to provide school nursing services for the 2023-2024 school year. The motion passed.

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

MOTION # 137

- E. Consider the approval of hiring Jacqueline Sterdt (Danielson), Temporary 1.0 FTE Elementary Teacher, effective August 25, 2023.

A motion was made by Matt Thompson and seconded by Jacki Fields to approve hiring Jacqueline Sterdt (Danielson), Temporary 1.0 FTE Elementary Teacher, effective August 25, 2023. The motion passed.

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

MOTION # 138

- F. Consider the approval of hiring April Sormano, Probationary 1.0 FTE Elementary Teacher, effective August 25, 2023.

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve hiring April Sormano, Probationary 1.0 FTE Elementary Teacher, effective August 25, 2023. The motion passed.

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

MOTION # 139

XI. 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 8:15 p.m.

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

The board reconvened at 9:05 p.m.

The board discussed in closed session the injury claim.
A motion was made by Jake Wilson and seconded by Matt Thompson to reject the claim. The motion passed.

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

MOTION # 140

XIII. ADJOURNMENT:

A motion was made by Jacki Fields and seconded by Brenda Donnahoe to adjourn the meeting. The meeting was adjourned at 9:06 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

Matthew Thompson, Board Member

Motions to Date: 140

Resolutions to Date: 5