

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

DATE: September 13, 2023

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

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

MEMBERS ABSENT: None

GUESTS: None

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, 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 Matt Thompson to approve the Agenda, as presented. The motion passed.

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

MOTION # 12

- B. Approval of the Minutes of the Regular Board Meeting held on August 9, 2023

A motion was made by Jacki Fields and seconded by Jake Wilson to approve the Minutes of the Special Board Meeting held on August 9, 2023. The motion passed.

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

MOTION # 13

III. COMMENTS FROM BOARD MEMBERS

Jake Wilson said he appreciated the Walk of Fame on 9/8 commemorating 9/11.

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. Hosting a school-wide rally Friday, September 15th.
- B. Sports Report
 - 1. Volleyball and Flag Football start next week.
 - 2. 3 volleyball teams (8, 7th/6th, 5th (playing as 6th))
 - 3. 1 Coed 6-8 Flag Football team
 - 4. 5-week season (Last games week of 10/16), Games T/TH, Football will play home games at Sycamore.
 - 5. New League-North: Sycamore, McKenney, Foothill, Manzanita. South: Yuba Gardens, Riverside Meadows, Bear River, Arboga. 6-8 Girls Basketball will start Week of 10/23, 6-8 Boys Basketball after Winter Break. We are responsible for our own officials and scorekeepers.
- C. Principal/Superintendent Report
 - 1. We had a great start to the school year.
 - 2. Back to school nights were well attended.
 - 3. With new staffing we are excited to be able to provide WIN time for students.
 - 4. Participated on interview panel for BCOE director of external finance to replace Penny.
 - 5. Attended Rotary meeting presentation on Human Trafficking.
 - 6. Will present to Rotary next week.
 - 7. Curriculum and Instruction: Art started this week after expanding our Art Docent program. Music and Art will be taught every other week for each grade level except 6-8. Middle school will have music 4 days a week and art will be taught every other week on Fridays. Fall MAP testing will begin the week of Sept 25th. Suite 360 SEL beginning of the year assessment was

administered last week. Lessons started this week. WIN Team Meetings, PLC Friday Meetings, Grade Level Collaboration

8. Maintenance/Custodial/Transportation: Well Update-New lead consultant for EKI, Extension due to Federal funding requirements. Once extension and plans are finalized state should fund project quickly. EKI revised timeline is November 2024. New Electronic Sign should be delivered this week and hopefully installed by the end of the month. Custodians will begin working on bark area around the bus barn.
9. Upcoming Events: 9/14 – Bus Evacuation Drill 9-11:15 AM (Schedule TBD), 9/14 – K/1 WIN Team Meeting (Rm 15) @ 3:00 PM, 9/15 – School Wide rally in the gym @ 1:00 PM, 9/19 – Picture Day, 9/21 – 2/3 WIN Team Meeting (Rm 15) @ 3:00 PM, 9/28 – 6/7/8 Win Team Meeting (Rm 15) @ 3:00 PM, 9/29 – Newline View board Training (Zoom)

VI. PUBLIC HEARING

A. Open Public Hearing to receive comment on:

1. Resolution 23/24.2, Notification of compliance with Education Code 60119 and 60422 for funds under the pupil textbook and instructional materials incentive program.

B. Adjourn Public Hearing.

VII. OLD BUSINESS:

No Old Business.

VIII. NEW BUSINESS:

- A. Consider approval of Resolution 23/24.2, "Resolution Regarding Sufficiency or Insufficiency of Instructional Materials", notification of compliance with Education Code 60119 and 60422 for funds under the pupil textbook and instructional materials program.

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve Resolution 23/24.2, "Resolution Regarding Sufficiency or Insufficiency of Instructional Materials", notification of compliance with Education Code 60119 and 60422 for funds under the pupil textbook and instructional materials program. The motion passed.

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

RESOLUTION # 2

- 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, 2023 through June 30, 2025.

A motion was made by Jake Wilson and seconded by Jackie Fields 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, 2023 through June 30, 2025. The motion passed.

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

MOTION # 14

- C. Consider the 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 (ASES) as part of the Butte County Office of Education Expanded Learning Opportunities Program (ELO-P) for the 2023-2024 school year.

A motion was made by Brenda Donnahoe 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 (ASES) as part of the Butte County Office of Education Expanded Learning Opportunities Program (ELO-P) for the 2023-2024 school year. The motion passed.

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

MOTION # 15

- D. Consider the approval of the Agreement for Special Services between the Manzanita Elementary School District and the Butte County Office of Education (BCOE) for BCOE to provide professional learning and support in The Science of

Reading through the Get Reading Right Consortium mandatory meetings and optional huddles commencing on August 1, 2023 through June 30, 2024.

A motion was made by Matt Thompson and seconded by Jacki Fields to approve the MOU between Agreement for Special Services between the Manzanita Elementary School District and the Butte County Office of Education (BCOE) for BCOE to provide professional learning and support in The Science of Reading through the Get Reading Right Consortium mandatory meetings and optional huddles commencing on August 1, 2023 through June 30, 2024. The motion passed.

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

MOTION # 16

- E. Consider approval of the 2022-2023 Unaudited Actuals Budget Report.

A motion was made by Jake Wilson and seconded by Matt Thompson to approve the 2022-2023 Unaudited Actuals Budget Report. The motion passed.

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

MOTION # 17

- F. Consider the adoption of Resolution 23/24.3, "Identifying the estimated Gann limits for the 2023-2024 school year and the actual appropriation Gann limits."

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to adopt Resolution 23/24.3, "Identifying the estimated Gann limits for the 2023-2024 school year and the actual appropriation Gann limits." The motion passed.

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

RESOLUTION # 3

- G. First Reading of revised Board Policy 9230 "Meetings and Notices"

FIRST READING/DISCUSSION

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:

Infante, Christopher	Grade 4	New
Infante, Evelyn	Grade 4	New
Yagueca, Santiago	Grade 4	New

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

Student # 1001495	Grade 7	Returning
Student # 1001494	Grade 5	Returning
Student # 1001555	Grade 3	Returning

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

Student # 1001785	Grade TK	New
Student # 1001784	Grade 1	Returning
Student # 1001783	Grade 5	Returning
Student # 1001786	Grade TK	New
Student # 1001793	Grade TK	New
Student # 1001792	Grade 1	New
Student # 1001251	Grade 8	Returning
Student # 1001335	Grade 7	Returning
Student # 1001473	Grade 4	Returning
Student # 1001551	Grade 3	Returning
Student # 1001255	Grade 8	Returning
Student # 1001799	Grade 1	New
Student # 1001328	Grade 7	Returning

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

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

MOTION # 18

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

A motion was made by Jake Wilson and seconded by Matt Thompson to approve the August 2023 Vendor Warrants. The motion passed.

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

MOTION # 19

X. 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 2023-2024 school year.

A motion was made by Jake Wilson and seconded by Brenda Donnahoe 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 2023-2024 school year. The motion passed.

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

MOTION # 20

- B. Consider approval of MOU between the Manzanita Elementary School District and Janis Jansen as temporary Art teacher effective July 1, 2023-June 30, 2024.

A motion was made by Matt Thompson and seconded by Jacki Fields to approve the MOU between the Manzanita Elementary School District and Janis Jansen as temporary Art teacher effective July 1, 2023-June 30, 2024. The motion passed.

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

MOTION # 21

- C. Consider approval of MOU between the Manzanita Elementary School District and Mary Espino as temporary Art teacher effective July 1, 2023-June 30, 2024.

A motion was made by Brenda Donnahoe and seconded by Jake Wilson to approve the MOU between the Manzanita Elementary School District and Mary Espino as temporary Art teacher effective July 1, 2023-June 30, 2024. The motion passed.

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

MOTION # 22

- D. Consider approval of the following extra duty assignments for the 2023-2024 school year, as per the certificated contract:

ELD Coordinator: Elizabeth Martinez
7th Grade Girls Volleyball Coach: Caleb Sawyer
7th Grade Girls Basketball Coach: Caleb Sawyer

A motion was made by Jake Wilson and seconded by Brenda Donnahoe to approve the following extra duty assignments for the 2023-2024 school year, as per the certificated contract: ELD Coordinator: Elizabeth Martinez, 7th Grade Girls Volleyball Coach: Caleb Sawyer, 7th Grade Girls Basketball Coach: Caleb Sawyer. The motion passed.

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

MOTION # 23

- E. Consider approval of the following walk-on coaching assignments for the 2023-2024 school year:

6th Grade Girls Volleyball Coach: EmmaLee Bowling

8th Grade Girls Volleyball Coach: Libby Tolman
6th-8th Grade Flag Football Coach: Jason Ragland
8th Grade Girls Basketball Coach: Rick Fenn
8th Grade Boys Basketball Coach: Rick Fenn
6th-8th Grade Track Coach: Rick Fenn

A motion was made by Jake Wilson and seconded by Jacki Fields to approve the following walk-on coaching assignments for the 2023-2024 school year: 6th Grade Girls Volleyball Coach: EmmaLee Bowling, 8th Grade Girls Volleyball Coach: Libby Tolman, 6th-8th Grade Flag Football Coach: Jason Ragland, 8th Grade Girls Basketball Coach: Rick Fenn, 8th Grade Boys Basketball Coach: Rick Fenn, 6th-8th Grade Track Coach: Rick Fenn. The motion passed.

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

MOTION # 24

- F. Consider approval of hiring Leslie Ferguson, cafeteria aide, effective August 25, 2023.

A motion was made by Jacki Fields and seconded by Matt Thompson to approve hiring Leslie Ferguson, cafeteria aide, effective August 25, 2023. The motion passed.

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

MOTION # 25

- G. Consider approval of hiring Jenelle Waller, instructional aide, effective August 25, 2023.

A motion was made by Matt Thompson and seconded by Jake Wilson to approve hiring Jenelle Waller, instructional aide, effective August 25, 2023. The motion passed.

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

MOTION # 26

H. Consider approval of hiring Petra Iuli, yard duty, effective August 25, 2023.

A motion was made by Brenda Donnahoe and seconded by Matt Thompson to approve hiring Petra Iuli, yard duty, effective August 25, 2023. The motion passed.

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

MOTION # 27

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 7:41 p.m.

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

The board reconvened at 8:32 p.m.

XIII. ADJOURNMENT:

A motion was made by Matt Thompson and seconded by Jacki Fields to adjourn the meeting. The meeting was adjourned at 8:33 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: 27

Resolutions to Date: 3