

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

DATE: December 13, 2023

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

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

MEMBERS ABSENT: Brenda Donnahoe

GUESTS: Lora Askea

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, Clark Stowe.

II. ANNUAL ORGANIZATIONAL MEETING:

A. Election of the President of the Board of Trustees for the 2024 calendar year.

A motion was made by Jacki Fields and seconded by Matt Thompson to elect Jake Wilson as the President of the Board of Trustees for the 2024 calendar year. The motion passed.

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

MOTION # 45

B. Election of the Clerk of the Board of Trustees for the 2024 calendar year.

A motion was made by Clark Stowe and seconded by Matt Thompson to elect Jacki Fields as the Clerk of the Board of Trustees for the 2024 calendar year. The motion passed.

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

MOTION # 46

- C. Appointment of Gary Rogers, Superintendent, as Secretary to the Board of Trustees for 2024 calendar year.

A motion was made by Jacki Fields and seconded by Matt Thompson to appoint Gary Rogers as the Clerk of the Board of Trustees for the 2024 calendar year. The motion passed.

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

MOTION # 47

- D. Establishment of the date, time and place of the regular board meetings for the 2024 calendar year and approval of the 2024 Calendar Year, "Schedule of Regular School Board Meetings".

A motion was made by Matt Thompson and seconded by Clark Stowe to the date, time and place of the regular board meetings for the 2024 calendar year and approval of the 2024 Calendar Year, "Schedule of Regular School Board Meetings." The motion passed.

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

MOTION # 48

III. 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 Matt Thompson and seconded by Clark Stowe to approve the Agenda, as presented. The motion passed.

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

MOTION # 49

- B. Approval of the Minutes of the Regular Board Meeting held on November 8, 2023.

A motion was made by Jacki Fields and seconded by Matt Thompson to approve the Minutes of the Regular Board Meeting held on November 8, 2023. The motion passed.

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

MOTION # 50

IV. COMMENTS FROM BOARD MEMBERS

None.

V. 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.

VI. COMMUNICATIONS:

- A. Student Council Report
 - 1. Hosted a rally 12/8
- B. Sports Report
 - 1. Girls basketball and soccer had their last games this week. All teams played well.
 - 2. Boys Basketball has their tryouts this week with games starting after break.
- C. Booster Report
 - 1. Theme for the Feb. 10th fundraiser dinner is "Proms." Planning to have 180 people with ticket price of \$50.
- D. Student Recognition
- E. Principal/Superintendent Report
 - 1. Last week was first trimester parent conferences.

2. Expanded Learning Opportunities Program: 12/9 - Holiday Celebration/Breakfast with Santa/Career Day/Posada, 12/16 - Basketball Camp, 1/4 - 1/5 Sacramento MOSAC/Railroad museum (Possibly).
3. Doing 12 Days 'til Christmas Dress-Up Days again.
4. 8th Grade is holding 2 fundraisers during the Christmas Program.
5. Maintenance/Custodial/Transportation: Exploring the idea of building a full-size football/soccer field and track north of the school using ELOP money.
6. Upcoming Events: 12/14 – Pizza with the Principal @ 10:15, 12/20 – Minimum Day, 12/20 – Christmas Program @ 6 PM, 12/21 – Minimum Day
7. 12/22 – 1/8 Winter Break

VII. OLD BUSINESS:

No Old Business.

VIII. NEW BUSINESS:

- A. Review of Capital Facilities Fee Fund Report.

INFORMATION

- B. Consider approval of auditor's report (financial report/audit) for fiscal year 2022-2023, in accordance with Assembly Bill 3627, Chapter 1002, as it pertains to Education Code 41020.3.

A motion was made by Clark Stowe and seconded by Matt Thompson to approve the auditor's report (financial report/audit) for fiscal year 2022-2023, in accordance with Assembly Bill 3627, Chapter 1002, as it pertains to Education Code 41020.3. The motion passed.

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

MOTION # 51

- C. Consider approval of the First Interim Budget Report.

A motion was made by Matt Thompson and seconded by Jacki Fields to approve the First Interim Budget Report. The motion passed.

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

MOTION # 52

- D. Consider the approval of the agreement between the Manzanita Elementary School District (MESD) and the Glenn County Office of Education (GCOE), acting as the Local Education Consortium, appointing GCOE as MESD's representative under the School-Based Medi-Cal Administrative Activities (SMAA) program.

A motion was made by Clark Stowe and seconded by Matt Thompson to approve the agreement between the Manzanita Elementary School District (MESD) and the Glenn County Office of Education (GCOE), acting as the Local Education Consortium, appointing GCOE as MESD's representative under the School-Based Medi-Cal Administrative Activities (SMAA) program. The motion passed.

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

MOTION # 53

- E. Consider the approval of the agreement between the San Diego County Superintendent of Schools (SDCOE) and the Manzanita Elementary School District in which the SDCOE agrees to provide credential services for the review of applications or the Adult and Career Technical Education Designated Subjects Credentials commencing 7/1/2023 and ending 6/30/2026.

A motion was made by Matt Thompson and seconded by Jacki Fields to approve the agreement between the San Diego County Superintendent of Schools (SDCOE) and the Manzanita Elementary School District in which the SDCOE agrees to provide credential services for the review of applications or the Adult and Career Technical Education Designated Subjects Credentials commencing 7/1/2023 and ending 6/30/2026. The motion passed.

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

MOTION # 54

- F. Conduct the first reading of the revised Manzanita Elementary School District Policies.

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

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

MOTION # 55

- G. Consider the approval of the revised Arts, Music & Instructional Materials Block Grant Plan.

A motion was made by Jacki Fields and seconded by Matt Thompson to approve the revised Arts, Music & Instructional Materials Block Grant Plan. The motion passed.

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

MOTION # 56

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 Live Oak Unified School District to the Manzanita Elementary School District:

Student # 1001728 Grade K New

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

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

MOTION # 57

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

A motion was made by Jacki Fields and seconded by Matt Thompson to approve the November 2023 Vendor Warrants. The motion passed.

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

MOTION # 58

X. PERSONNEL ACTION:

- A. Consider approval of the Expanded Learning Opportunities Program (ELOP) Hourly Rate of Pay for classified staff for the 2023-2024 school year.

A motion was made by Matt Thompson and seconded by Jacki Fields to approve the Expanded Learning Opportunities Program (ELOP) Hourly Rate of Pay for classified staff for the 2023-2024 school year. The motion passed.

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

MOTION # 59

- B. Consider the approval of the Memorandum of Understanding between Manzanita Elementary School District and Manzanita Teacher Association for the Expanded Learning Opportunities Program (ELOP) Hourly Rate of Pay for certificated staff for the 2023-2024 school year.

A motion was made by Clark Stowe and seconded by Jacki Fields to approve the Memorandum of Understanding between Manzanita Elementary School District and Manzanita Teacher Association for the Expanded Learning Opportunities Program (ELOP) Hourly Rate of Pay for certificated staff for the 2023-2024 school year. The motion passed.

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

MOTION # 60

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 7:15 p.m.

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

The board reconvened at 8:28 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 8:29 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: 60

Resolutions to Date: 3