

Burnt Ranch Elementary School District

Board of Trustees

Burnt Ranch Elementary School
251 Burnt Ranch School Road
Burnt Ranch, California

Special Meeting

Tuesday, June 15, 2021

1:00pm

**Meeting will be available remotely via Zoom.*

Please call (530)629-2543, for information regarding remote access.

AGENDA

1.0 Formal Opening

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Additions or Changes to Agenda

2.0 Public Communication: Persons wishing to address the Board on any item except personnel are invited to do so at this time. In the interest of time and order, presentations from the public are limited to three minutes per person, per topic. Please state your name and address before speaking. In accordance with the Brown Act, unless an item has been placed on the agenda there shall be no action taken. The Board may 1) acknowledge receipts of the information; 2) refer to staff for further study; 3) refer the matter to the next agenda.

3.0 Accept Open Session Agenda

Motion _____ Second _____ Vote _____

4.0 General Business

- 4.1 Review/Approve 2021-2022 Local Control and Accountability Plan, Budget Overview for Parents and the Annual Updates for 2019-2020 and 2020-2021
- 4.2 Review/Approve 2021-2022 Budget and Excess Reserves
- 4.3 Discuss Report Ca School Dashboard Local Indicators for 2020-2021
- 4.4 Review/Approve Resolution 2021/22-01 Education Protection Account 2021-2022
- 4.5 Review/Approve Resolution 2021/22-02 to Establish Authorized Signatures for the Purpose of Approving Orders Drawn on the Funds of the School District
- 4.6 Review/Approve Bid Package # BRES.D.2021.5.25
- 4.7 Declare Apple Mac Mini (Serial No: D2HM802NF9VY) Surplus, Unusable Per BP/AR 3270 and Consider and/or Approve Sale to Michael Harding for \$150.
- 4.8 Declare the specified surplus equipment and miscellaneous items as obsolete and not-serviceable for school use, and authorize the Superintendent/designee to sell or dispose of these items as specified in the Education Code Sections 17545 and 17546, at no cost to the District. 7 iPads (First and Second generation) with cases and wireless keyboards, 21 wireless keyboards for tablets, 5 Macbooks 2003, 6 Macbooks--2007, 3 Macbooks 2009, 7 HP laptops, 1 Brother Laser Printer, 1 Samsung DVD player, 1 Toshiba VHS and DVD Player Combo, 2 Apple TV's w/remotes

5.0 Adjourn to Closed Session

- 5.1 Pursuant to Government Code 54957 Personnel or 54956.9 Litigation

6.0 Reconvene to Open Session

7.0 Adjourn

**BURNT RANCH ELEMENTARY SCHOOL DISTRICT
RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT
2021-2022
Resolution #2021/22-01**

WHEREAS, the voters approved Proposition 55 on November 8, 2016;

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Burnt Ranch Elementary School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Burnt Ranch Elementary School District has determined to spend the monies received from the Education Protection Act as attached.

THE FOREGOING RESOLUTION WAS PASSED AND ADOPTED BY THE Burnt Ranch Elementary School District Board of Trustees on this 15th day of June, 2021.

AYE _____

NO _____

ABSENT _____

ABSTAIN _____

DATED: June 15, 2021

Board President

BURNT RANCH ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES

RESOLUTION NO. 2021/22-02

**Resolution to Establish Authorized Signatures For the Purpose of
Approving Orders Drawn on the Funds of the School District**

Whereas, Education Code Section 42632 specifies that each order drawn on the funds of the district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name, and

Whereas, no person other than an officer or employee of the district shall be authorized to sign orders, and

Whereas, the County Superintendent of Schools must have on file in his office the signatures of those officers or employees so designated to sign orders in the Board's name before funds are released,

Now, therefore, be it resolved, that the following procedure will be followed with respect to the authorization of the payroll drawn on the funds of the school district:

The payroll shall be authorized by Bryan Caples, District Superintendent, or in his absence, by Kristi Holland-Kilgore, Administrator, or Robin Dummer, BRESO Business Manager.

Signatures approved for payroll authorization:

Bryan Caples

Kristi Holland-Kilgore

Robin Dummer

Further, be it resolved, that the following procedure will be followed with respect to the authorization to draw warrant orders on the funds of the school district:

The warrant orders shall be authorized Bryan Caples, District Superintendent, or in his absence, by Kristi Holland-Kilgore, Administrator, or Robin Dummer, BRESO Business Manager shall be authorized to approve warrant orders drawn on school district funds. A list of all warrants so approved shall be presented to the Governing Board at the next regularly scheduled meeting for review by the Board Members.

Signatures approved for warrant orders authorization:

Bryan Caples

Kristi Holland-Kilgore

Robin Dummer

Further, be it resolved, that this resolution shall be filed with the County Superintendent of Schools of Trinity County, in order that s/he may appropriately release funds, and any corrections to the above lists shall be forwarded to the County Superintendent of Schools as soon as possible.

Passed and adopted by Burnt Ranch Elementary School Board of Trustees in the County of Trinity, State of California, at a regular meeting of the Board held on June 15, 2021 by the following vote:

BURNT RANCH ELEMENTARY SCHOOL DISTRICT BOARD OF TRUSTEES

Ayes _____

Noes _____

Absent _____

CA Local Indicators for Dashboard for 2020-2021
Burnt Ranch ESD

Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities (LCFF Priority 1)

- Number/percentage of mis-assignments of teachers of ELs, total teacher mis-assignments, and vacant teacher positions - 0
- Number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home - 0
- Number of identified instances where facilities do not meet the "good repair" standard (including deficiencies and extreme deficiencies) - 0

Implementation of State Academic Standards (LCFF Priority 2)

Recently Adopted Academic Standards and/or Curriculum Frameworks

1. Rate the LEA's progress in providing professional learning for teaching to the recently adopted academic standards and/or curriculum frameworks identified below.

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards				X	
ELD (Aligned to ELA Standards)					
Mathematics – Common Core State Standards for Mathematics			X		
Next Generation Science Standards		X			
History-Social Science			X		

2. Rate the LEA's progress in making instructional materials that are aligned to the recently adopted academic standards and/or curriculum frameworks identified below available in all classrooms where the subject is taught.

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards					X
ELD (Aligned to ELA Standards)					
Mathematics – Common Core State Standards				X	
Next Generation Science Standards			X		
History-Social Science				X	

3. Rate the LEA's progress in implementing policies or programs to support staff in identifying areas where they can improve in delivering instruction aligned to the recently adopted academic standards and/or curriculum frameworks identified below (e.g., collaborative time, focused classroom walkthroughs, teacher pairing).

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards			X		
ELD (Aligned to ELA Standards)					
Mathematics – Common Core State Standards for Mathematics			X		
Next Generation Science Standards		X			
History-Social Science		X			

CA Local Indicators for Dashboard for 2020-2021
Burnt Ranch ESD

Other Adopted Academic Standards

4. Rate the LEA's progress implementing each of the following academic standards adopted by the state board for all students.

Academic Standards	1	2	3	4	5
Career Technical Education		X			
Health Education Content Standards				X	
Physical Education				X	
Visual and Performing Arts			X		
World Language	X				

Support for Teachers and Administrators

5. During the 2019-20 school year (including summer 2019), or during the 2020-21 school year (including summer 2020) rate the LEA's success at engaging in the following activities with teachers and school administrators.

Activities	1	2	3	4	5
Identifying the professional learning needs of groups of teachers or staff as a whole			X		
Identifying the professional learning needs of individual teachers			X		
Providing support for teachers on the standards they have not yet mastered			X		

Parent and Family Engagement (LCFF Priority 3)

Building Relationships

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Building Relationships	1	2	3	4	5
Rate the LEA's progress in developing the capacity of staff (i.e. administrators, teachers, and classified staff) to build trusting and respectful relationships with families.				X	
Rate the LEA's progress in creating welcoming environments for all families in the community.				X	
Rate the LEA's progress in supporting staff to learn about each family's strengths, cultures, languages, and goals for their children.			X		
Rate the LEA's progress in developing multiple opportunities for the LEA and school sites to engage in 2-way communication between families and educators using language that is understandable and accessible to families.				X	

CA Local Indicators for Dashboard for 2020-2021
Burnt Ranch ESD

Building Partnerships for Student Outcomes

Building Partnerships	1	2	3	4	5
Rate the LEA's progress in providing professional learning and support to teachers and principals to improve a school's capacity to partner with families.			X		
Rate the LEA's progress in providing families with information and resources to support student learning and development in the home.				X	
Rate the LEA's progress in implementing policies or programs for teachers to meet with families and students to discuss student progress and ways to work together to support improved student outcomes.				X	
Rate the LEA's progress in supporting families to understand and exercise their legal rights and advocate for their own students and all students.			X		

Seeking Input for Decision Making

Seeking Input	1	2	3	4	5
Rate the LEA's progress in building the capacity of and supporting principals and staff to effectively engage families in advisory groups and with decision-making.				X	
Rate the LEA's progress in building the capacity of and supporting family members to effectively engage in advisory groups and decision-making.				X	
Rate the LEA's progress in providing all families with opportunities to provide input on policies and programs, and implementing strategies to reach and seek input from any underrepresented groups in the school community.				X	
Rate the LEA's progress in providing opportunities to have families, teachers, principals, and district administrators work together to plan, design, implement and evaluate family engagement activities at school and district levels.				X	

Dashboard Narrative

Briefly describe the LEA's current strengths and progress in this area, and identify a focus area for improvement, including how the LEA will improve the engagement of underrepresented families.

Burnt Ranch ESD is a one-school district with approximately 75 students, four classroom teachers, four part-time specialists and two part-time administrators. This small size allows for much staff and parent communication and family involvement in both advisory groups and with decision making. About 60% of our students come from out of the district boundaries so by making the choice to attend our school they are often more willing to be involved in these activities. The staff will continue to encourage involvement from all groups, especially underrepresented ones, by reaching out to them and promoting their participation.

School Climate (LCFF Priority 6)

LEAs will provide a narrative summary of the local administration and analysis of a local climate survey that captures a valid measure of student perceptions of school safety

1. **DATA:** Reflect on the key learnings from the survey results and share what the LEA learned.
2. **MEANING:** What do the disaggregated results (*if applicable*) of the survey and other data collection methods reveal about schools in the LEA, such as areas of strength or growth, challenges, and barriers?

CA Local Indicators for Dashboard for 2020-2021
Burnt Ranch ESD

3. **USE:** What revisions, decisions, or actions has, or will, the LEA implement in response to the results for continuous improvement purposes? Why? If you have already implemented actions, did you see the results you were seeking?

The results of a school-wide survey showed that over 90% of students feel safe at school. The majority of students surveyed felt that their concerns were heard and that there were adults on campus who cared about them. One challenge identified is how to effectively communicate school events and news with all parents and families. The school will be implementing more targeted approaches to reaching all students and their families.

Access to a Broad Course of Study (LCFF Priority 7)

LEAs provide a narrative summary of the extent to which all students have access to and are enrolled in a broad course of study by addressing, at a minimum, the following four prompts:

1. Briefly identify the locally selected measures or tools that the LEA is using to track the extent to which all students have access to, and are enrolled in, a broad course of study, based on grade spans, unduplicated student groups, and individuals with exceptional needs served.

Burnt Ranch Elementary School District tracks progress in meeting Priority 7 standards by reviewing our course offerings and class schedules to access the extent in which all students have access to and are enrolled in a broad course of studies. We identify access and enrollment based upon grades, grade spans, unduplicated student groups, and students with exceptional needs.

2. Using the locally selected measures or tools, summarize the extent to which all students have access to, and are enrolled in, a broad course of study. The summary should identify any differences across school sites and student groups in access to, and enrollment in, a broad course of study, and may describe progress over time in the extent to which all students have access to, and are enrolled in, a broad course of study.

For the 2020-21 school year, all students in grades TK-6 were enrolled in a broad course of studies. This included visual and performing arts and physical education instruction. Students were also able to access additional course offerings in the after school program. In grades 7-8, students were enrolled in all courses of studies with the exception of world languages.

3. Given the results of the tool or locally selected measures, identify the barriers preventing the LEA from providing access to a broad course of study for all students.

A barrier that exists for our district is our small size. We have limited staffing to provide electives and our relatively small number of students in these grades makes it difficult to offer a wide range of elective and course options. Another barrier for the district has been its inability to hire a foreign language instructor. We are located in a very remote and rural area and have not been able to retain a qualified teacher in this discipline. The district is exploring options for offering one or more world language in the future.

4. In response to the results of the tool or locally selected measures, what revisions, decisions, or new actions will the LEA implement, or has the LEA implemented, to ensure access to a broad course of study for all students?
- The district will continue to offer a board course of study to all students by retaining qualified instructors along with encouraging current staff to expand their abilities to teach more and broader subjects. Daily and weekly schedules, along with the allocation of school minutes, will be continually refined and revised to maximize the courses that students can access.**