

Burnt Ranch Elementary School District

Board of Trustees Regular Meeting

Burnt Ranch Elementary School

251 Burnt Ranch School Road

Burnt Ranch, California

**Meeting will be available remotely via ZOOM. Please call (530) 629-2543 before 3:00pm on 9/9/21 for information regarding remote access.*

Thursday, September 9, 2021

4:00pm Regular Meeting

Minutes

1.0 Formal Opening

1.1 Call to Order – *Called to order by Cyn Van Fleet at 4:02 pm.*

1.2 Roll Call – *Present were President Cyn Van Fleet, board members Mike Harding, James King, and Josh McKnight. Sarah Brown joined the meeting during Public Communication. Also present were Principal Krysty Holland, Robin Dummer, and present for Public Comment, Betsy Wilde. Absent: Dr. Bryan Caples*

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.

Mike reported that he had been attempting to make access to the school internet tower, "Trident." Robert Jackson from TCOE would also be trying to access from the opposite side. They are hoping to access the fire damage. There appear to be lots of work needed to clear the road of rocks and downed trees.

Betsy Wilde expressed concern that during a staff meeting today she was informed that testing of unvaccinated employees would be done by October 15th. As a parent and educator, she is nervous about the delta variant that is currently in our community. She would like unvaccinated staff members tested prior to school starting.

3.0 Accept Open Session Agenda

Motion – *By Mike Harding* Second *by James King* Vote *5-0*

4.0 Consent Agenda: The following consent agenda items are considered to be routine by the District Board and will be enacted with one motion. There will be no separate discussion of items unless a Board member so requests, in which the items will be considered following approval of the Consent Agenda.

4.1 Minutes – June 10, 2021 and June 15, 2021

4.2 Warrants – June 9, 2021 to August 4, 2021

4.2 Minutes – August 12, 19 and 31, 2021

4.2 Warrants - August 11, 2021 to September 2, 2021

Warrants and Minutes approved by consent

5.0 Correspondence

Dear Board Members,

I wanted to let you know that I am very grateful that you approved our salaries for the three weeks that school was not able to open. Even before this instance, I have had your support and felt appreciated by each of you. This is a very generous gesture, both financially and emotionally.

Thank you!!

I am proud to be a part of this community.

Sincerely,

Tamera West

6.0 **Reports**

6.1 **Building Projects** - Report from Kathleen Graham **Burnt Ranch ESD: Project Status as of September 3, 2021**

WELL / WATER SYSTEM

The Pace engineer, Tom Warnock, is ready to help with a new tank/location and check on the filtration system as soon as things settle down with fires and 299. We will be providing him with pictures of the well casing and information about the new pump. Until then, the water system is potable and adequate.

SHADE STRUCTURE

The contractor is moving the plans and assembly through the required processes. Realistically the installation time may be closer to the winter break, rather than Thanksgiving.

GENERATOR (including Solar Panel System)

The generator is still 6-8 weeks out until delivery. By then, the infrastructure should all be done. We are working on an RFQ (Request for Qualifications) to put out to solar installers to find out who's available and interested. Then we will solicit bids through the RFP (Requests for Proposals) process. The concern is that we may not get everything installed by the 3/31/22 deadline, mostly due to supply chain and natural element delays. Kathleen has been in contact with OES and is hopeful they will work with us, if needed, on an extension past March 31, 2022.

PREVIOUS PROJECT AUDIT

TCOE is still working on a "first pass" filter of the previous project information. When completed, they will send it off to us for review. After Robin and I review/work on it, we can then meet with Jeff and Gretchen if necessary to finalize it. At that point, we will send it to OPSC so they can conduct their review prior to us putting the final required audit out to bid. The way we understand it is the district's auditor does not automatically do the audit- they will have to bid on it along with any other interested accounting firms.

6.2 **Superintendent** - Krysty Holland reported for Dr. Caples. She reported that the West Coast Inspection team had completed their inspection of the school. Large air purifiers were left in the gym and library with the recommendation that the school purchase additional air purifiers. The phone lines are currently down and Krysty plans to purchase a cell phone to use for parent communication. Staff also uses email, Facebook and personal phones to communicate with families. Verizon has a temporary tower in our area. They set the school up with a hotspot to provided internet. The internet will not be sufficient for student us. Sarah and TCOE have been working with the Office of Emergency Services to access Ironsides for a temporary internet solution.

6.3 **Business**- Robin reported being very busy with employee contracts, payroll and getting ready for school to start next week.

6.4 **Principal** - Krysty reported most of the all staff meeting was earlier in the day and everyone is busy getting ready for school to start on Monday, September 13. She also provided an update on the Mask Policy that the school will be following. Krysty reported that the gym air conditioner is not working and also having an issue with the walk-in refrigerator. She has contacted repair companies.

6.5 **Enrollment** - Projected enrollment of 65

6.6 **Staff** - no report

7.0 **Public Hearing**
Sufficiency of Instructional Materials

Open: At 4:20pm by Cyn Van Fleet.

Close: At 4:23 by Cyn Van Fleet.

8.0 **General Business**

8.1 Review/Approve 2020-21 Unaudited Actuals - *Tabled to October meeting*

8.2 Review/Approve Resolution 2021/22- 04 Sufficiency of Instructional Materials
Michael Harding motioned to approve Resolution 2021/22- 04 Sufficiency of Instructional Materials; Josh McKnight seconded the motion. Vote - 5-0; Motion passed

8.3 Review/ Approve Resolution 2021/22-03 Gann Limit - *Tabled to October meeting*

8.4 Review/Approve License Agreement (Emergency or Hazardous Event Use) between Burnt Ranch ESD and PG&E - *Josh McKnight motioned to approve the Agreement between Burnt Ranch ESD and PG&E; Sarah Brown seconded the motion. Vote 5-0; Motion passed*

Discussion: this second contract is in addition to the first contract, not a replacement of the first. The provisions of the second contract state that the district has the right to refuse PG&E the use of the facility. Acceptance of the contract grants the district a one-time payment of \$1000 in addition to any use fees accrued during the life of the contract.

- 8.5 Review/Approve Disaster Recovery Contract with West Coast Fire & Water – *Sarah Brown motioned to approve the Disaster Recovery Contract with West Coast Fire & Water; Mike Harding seconded the motion; Vote 4 ayes, 1 nay (King); Motion passed*
- 8.6 Review/Approve 2021-2022 Trinity Alps USD Contract for Vehicle Servicing Agreement – *Mike Harding motioned to approve 2021-2022 Trinity Alps USD Contract for Vehicle Servicing Agreement; James King seconded the motion; Vote 5-0; Motioned passed*

9.0 Future Business

Next board meetings:
Thursday, October 14, 2021, 4:00 pm

10.0 Adjourn to Closed Session at 5:24pm.

10.1 Pursuant to Government Code 54957 Personnel or 54956.9 Litigation

11.0 Return to Open Session at 6:06pm – *Cyn Van Fleet reported the board would like to mandate unvaccinated staff be tested prior to working with students. They would also like any staff member working one-on-one with others outdoors to be masked. Cyn directed Robin and Krysty to communicate the new mandate to the staff. Cyn will send the language she would like used.*

12.0 Adjourn-Meeting adjourned by President Cyn Van Fleet at 6:07pm.