

Burnt Ranch Elementary School District

Board of Trustees Regular Meeting

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

Thursday, December 9, 2021
4:00pm Regular Meeting

Minutes

1.0 Formal Opening

- 1.1 Call to Order – *Board President Cyn Van Fleet called the meeting to order at 4:01pm.*
- 1.2 Roll Call – *Board members present were Cyn Van Fleet, Josh McKnight, and James King. Michael Harding and Sarah Brown was present via Zoom. Also present were Superintendent of Schools Sarah Supahan, Principal Kristi Kilgore-Holland, Robin Dummer, Julie McCurdy, Angela Wiltse, Elizabeth Wild, Tamera West, Jill Briddle and Rachel Sanders.*
Present via zoom were Melanie Holmes and unidentified individual labeled “wireless.” Cyn requested that Wireless provide their name. With no communication from Wireless they were removed from the Zoom at 4:06 and rejoined at 4:07. Erin Hamor joined via zoom at 4:11pm.
Superintendent Caples was absent.
- 1.3 Additions or Changes to Agenda – *No additions or changes*

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.

Teacher Tamera West read the following:

Good Evening,

I have come tonight to show my support for the members of the Burnt Ranch School Board. Each of you has gone above and beyond your duties to show support for me and the rest of the staff. You have always listened to my suggestions and I feel that you value my opinion. You treat me the utmost respect and always act with integrity. You have volunteered your time on this board, as well as time in your day, to make our days on campus more manageable. You have guaranteed a safe work environment. Furthermore, you provided the staff with compensation for the time off during the fires this year.

On December 2 an email from our current superintendent was sent to the staff that began,

“As you all know I have been waiting for the board to begin the “interactive process” to discuss my reasonable accommodation request.”

I feel implicated in the intent of the superintendent. I want to be clear that, until receiving this email, I was unaware of this issue. Furthermore, I do not in any way endorse this course of action, nor have I ever been treated in an unfair, illegal, or unprofessional manner by the school board or any other personnel. The superintendent has not attended any staff meetings via Zoom or telephones since the 2021-2022 school year started. Each person on this staff has worked countless extra hours and done

various extra duties to accommodate his 13 week absence from campus. With help from the PTO, community volunteers, the school board, and staff we continue to ensure that our students receive a high quality education, instill positive values and character traits in our students to enable them to become contributing adult members of society, and keep our students both physically and mentally safe. Thank you for your time.

Teacher Elizabeth Wilde - Hello I am Betsy Wilde and this is my fourth year working at Burnt Ranch. I have the honor of teaching 2nd grade 3rd grade and 4th grade. I am here at the board meeting today to show my support for the volunteers from our community who have answered the call to support our school and join our board. Being on the board at Burnt Ranch does not require one to win an election, in fact, like other positions at our small school there's just not enough people willing to fill them. So thank you, Cyn Van Fleet, Mike Harding, Josh McKnight, Sarah Brown, and James King for the guidance and the support that you have given the staff and the students at this school. You truly are making things work behind the scenes and we appreciate you. I come today because I am deeply concerned in light of an extremely inappropriate email sent by our superintendent to a group of people last week. I say group of people because there were people included in that email that are no longer employed at our school. An active superintendent or someone who is aware of the daily happenings would know that. As a parent of two young children at this school, a community member and a teacher charged with teaching three grades while clearing my credential, the threat that an outsider, a stranger to our team here would threaten legal action because of lack of accommodation is outrageous. We have been accommodating our superintendent since day one. In fact, I have never met this person. I never knew what he looked like until I googled his name after receiving the impersonal and inappropriate email last week. He has not been on campus this school year, in fact he hasn't even joined via Zoom, any staff meeting, teacher meeting or otherwise. When he was on campus shortly after being hired last year he did not introduce himself. He has deferred all interaction with me to Krysty Holland. CalStateTEACH requires that I have a superintendent sign off on all my paperwork. When requesting this from Dr. Caples he deferred once again to Mrs. Holland. The credential program made an exception to this requirement due in part that he does not know me or how I teach. This leads me to talk about rights and responsibilities, what are the responsibilities of our superintendent, I ask. Since day one the staff at Burnt Ranch have struggled with being short staffed. We need a warm body on this campus and as long as we don't have this warm body, we continue to be more than accommodating.

Teacher Casey Geyer stated that she has been an educator here for ten years. She has also received her administrative credential. Burnt Ranch was gracious enough to help her get her admin credential. She plans to send the board a letter regarding her concerns after receiving a letter from Bryan Caples. She also wanted to the board to know that at no time has she been treated unfairly by the board or staff members. She stated she has been in contact with the board seeking information on the status of the superintendent and she feels that the board as well as staff has continued to treat her well.

Accept Open Session Agenda

Motion by James King _____ Second by Josh McKnight _____ Vote 5-0 _____ Motion carries

- 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 - November 10, 2021 and December 1, 2021

4.2 Warrants – November 10, 2021 to December 1, 2021

Approved by Consent

5.0 Correspondence

5.1 From Bobby Patel, CPA, CFE, Partner at Eide Bailly LLP,

6.0 **Reports**

6.1 Building Projects – Kathleen reported the following:

Burnt Ranch ESD: Project Status as of December 9, 2021

WELL / WATER SYSTEM

After consulting with staff (present and former), Bill Anderson and PACE, we are moving towards a 5,000 gallon zinc-dipped galvanized metal tank. The smaller tank will hold at least 2-3 weeks of potable water (but of course, it should be filling regularly) and will be more efficient to treat. Chlorine has a limited time life and it may be harder to keep a 10,000 tank properly chlorinated. A glass-fused 5,000 tank is prohibitive in price (more than a 10,000 gallon one) and poly tanks are not DSA approved. We are working with a metal tank company from Santa Rosa and should have an estimate soon. The same BRS group agreed that locating the new tank next to the fire pump shed and in front of the well & the huge fire suppression tank makes the most sense, although we still need to learn more about possible underground pipes/electrical lines in that spot.

SHADE STRUCTURE

We are still waiting on the engineered plans. It's been frustrating but we should be receiving them any day so they can be sent to the architect in Sacramento.

OES Grant: GENERATOR & Solar Panel System

We are still planning on the generator being delivered in mid-to-late December for December/January installation.

We have been working with McKeever Solar and have been hitting many roadblocks in trying to find DSA approved plans for Solar Structures in our area due to our snow load requirement and also due to the OES time constraints. We will continue to explore more options. We are still hoping for an extension past March 31, 2022, but have not been granted it as of yet.

The first Progress and Financial Report was submitted to OES on November 24, 2021.

PREVIOUS PROJECT AUDIT

The required OPSC End-of-Project (50-06 and DLOPE) reports were submitted November 23rd. Jeff was very helpful in sorting out the financials. We have now asked OPSC to start the soft review of our construction project.

The metal sign and bear were installed on the gym. Big thank you's to Mike Harding, Adam Dummer and Thurston Wilson!

6.2 Superintendent – No report was provided

6.3 Business – Robin Dummer reported that the First Interim reports are complete. She will report at General Business. Payroll was extra early this month due to the 17th payday but staff should be happy to be paid again before Christmas. It does make for a long month of January with the next payday being January 31. We have tested staff, student and volunteers approximately 80 test. Mostly unvaccinated staff and basketball players. As needed with concerned staff members. CalPads is certify and ready for the county office to do their part. The deadline is the 17th.

6.4 Principal – Kristi Holland-Kilgore reported the following:

- 11/15 Native American Presentation--Mrs. Wilde coordinated a wonderful event. Students in grades K-8 broke into groups and participated in cultural activities led by guest speakers from a variety of tribes.
- 11/16-11-19 Parent-Teacher conferences were well attended
- 11-19--Ms. Holland's Family Feast was a great success--lots of positive feedback from parents
- 11/22-11/26--Thanksgiving Break--much needed for the staff

- 11/21-12/13 Trinity Together with Anna Carson and Wildlife Zack are a big hit with the 5-8 grade classes ASES Report
 - Girls basketball is going well; thanks to Coach Walendy
 - Trinity Valley Tournament went well
 - Santa's Workshop 2021 ○ Homemade shaving cream for dads, chapsticks, Christmas cookies in a jar, and more great projects
 - 2/17 Ski Trip; Grades 1-4 invited with their own transportation and adult chaperone. Grades 5-8 the school will transport and chaperone Upcoming
 - 12/14 Winter Performance; 6:00pm; please join us :}
 - 12/20-12/31--Winter Break
 - Friday 2/18 & Monday 2/21 Presidents' holiday Information
 - Enrollment: 63
 - Exciting News! We have 4 new hires! All classrooms will have a full time Aide that will continue into the ASES program until the first bus! This will elevate a lot of stress for teachers and ASES. No more teacher lunch duty
- 6.5 Enrollment and attendance – 63 students with 95% Attendance
- 6.6 Staff – *No report*

7.0 General Business

- 7.1 Review/Approve 2021-2022 First Interim Report – *Joshua McKnight motioned to approve the 2021-2022 First Interim Report; James King seconded the motion; Vote 5-0; Unanimous*
- 7.2 Review/Accept Annual Certification Regarding Workers' Compensation with Shasta-Trinity Schools Insurance Group – *Joshua McKnight motioned to approve the Annual Certification Regarding Workers' Compensation with Shasta-Trinity Schools Insurance Group; Michael Harding seconded the motion; Vote 5-0; Unanimous*
- 7.3 Review/Approve 2021 Educator Effectiveness Block Grant Plan – *Joshua McKnight motioned to approve– James King motioned to approve the 2021 Educator Effectiveness Block Grant Plan; Sarah Brown seconded the motion; Vote 5-0; unanimous*

8.0 Future Business

- 8.1 Next board meetings -
Annual Organizational Meeting -Tuesday, December 14, 2021, at 4:00pm.

9.0 Adjourn to Closed Session

- (a) Government Code 54957—Public Employee Discipline/Dismissal/Release
- (b) Government Code 54956.9(d)(2)—Conference with Legal Counsel: Significant exposure to litigation. (One case)

10.0 Return to Open Session

11.0 Adjourn