

Burnt Ranch Elementary School District
Board of Trustees Regular Meeting
Burnt Ranch Elementary School
251 Burnt Ranch School Road
Burnt Ranch, California
Tuesday, April 18, 2023
4:00 pm Regular Session
Minutes

1.0 Formal Opening

- 1.1 Call to Order – *Michael Harding called the meeting to 4:16pm. Michael Harding requested teleconference due to illness. Sarah Brown requested teleconference due to being out of town. James King motioned to approve both requests and Cyn Van Fleet seconded the motion.*
- 1.2 Roll call – *Michael Harding and Sarah Brown present via zoom, Joshua McKnight, James King and Cyn Van Fleet were also present. Present via zoom were Superintendent Amanda Platt, Patty Ayres, Kristi Holland-Kilgore and Casey Geyer. Robin Dummer arrived during Public Communications.*
- 1.3 Additions or Changes to Agenda – *No changes*

2.0 Closed Session:

- 2.1 Pursuant to Government Code 4957 Personnel or 54956.9 Litigation
- 2.2 Superintendent Evaluation

3.0 Return to Open Session – *Michael returned the meeting to open session at 5:14pm. Michael reported that during closed session they had a discussion to extend the Superintendent Contract one year. The board will also be doing a formal evaluation. Sarah Brown stated that Amanda gets two thumbs up.*

4.0 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.

5.0 Accept Open Session Agenda

Motion *by Cyn Van Fleet* Second *by Josh McKnight* Vote *5-0*

6.0 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.

Minutes – March 14, 2023

6.2 Warrants – March 15, 2023 – April 5, 2023

Motion by James King to accept Consent Agenda; Second by Cyn Van Fleet vote 5-0

7.0 Correspondence

Michael Harding acknowledged that Robin had emailed a resignation letter to the board members.

8.0 General Business

- 8.1 Review/Approve Agreement with Lozano Smith – *Cyn Van Fleet moved to approve the Agreement with Lozano Smith; Josh McKnight; Vote 5-0*
- 8.2 Review/Approve 8th Grade Trip to San Francisco Itinerary – *Josh McKnight motioned to approve the 8th Grade Trip to San Francisco Itinerary; Sarah Brown seconded the motion; Vote 5-0*

- 8.3 Review/Approve 2023-2024 School Calendar – *Cyn Van Fleet motioned to approve the 2023-2024 School Calendar; James King seconded the motion; Vote 5-0*
- 8.4 Discussion: TK/K Teacher Intervention Reading Tutor
Amanda - The plan going into the 2022/2023 school year was for this staff person to teach TK/K, Intervention and Relief for the Principal. This proved to be impossible, based on a variety of factors. The main one being the false assumption that TK/K students would go home after lunch.
- 8.5 Discussion: Classified Positions
- 8.5a Facilities
There are draft job descriptions in the packet. A discussion on creating a position to maintain and monitor our new buildings to ensure longevity and optimum functioning.
- 8.5b Intervention Tutor
Our LCAP action 1.1 relates to intervention, we know that based on our benchmark assessments that there are students who require additional support in small group or 1-1 settings. Mid-year we added hours to a highly skilled paraprofessional's day for intervention services. Preliminary data shows this plan has been effective and the students are making growth. Principal Holland and I continue to collaborate on our school's Multi-Tiered System of Support plan that details identification and specific procedure for students in need of academic or behavior intervention. Cyn requested that Amanda bring a more information especially the fiscal impact of both a facilities position and intervention tutor.

**5:30 – Sarah Brown left the meeting.*

- 8.6 Review/Approve J13 Request for Allowance of Attendance Due to Emergency Conditions February 27 to March 1, 2023 – *Cyn Van Fleet motioned to approve the J13 Request for Allowance of Attendance Due to Emergency Conditions; James King seconded the motion; Vote 4-0; Brown Absent*
- 8.7 Review/Approve ELO-P Salary Schedule – *James King moved to accept the ELO-P Salary Schedule; Cyn Van Fleet Seconded the motion; Vote 4-0; Brown absent*
- 8.8 Review/Approve ELO-P Summer Calendar – *Josh McKnight moved to accept the ELO-P Summer Calendar; James King seconded the motion; Vote 4-0; Brown absent*
Amanda explained we will offer 6 weeks of summer ELOP, totaling 23 days. This will leave 7 days to complete during the school year.
- 8.9 Review/Approve Board Policies:
AR 6164.4: Identification and Evaluation of Individuals For Special Education
Bylaw 9223: Filling Vacancies
Bylaw 9323: Meeting Conduct
Cyn Van Fleet motioned to approve the above Board Policies; Josh McKnight seconded the motion; Vote 4-0; Brown absent

9.0 Reports

- 9.1 Building Projects
- 9.1a Solar** - *DSA is very close to approving the revised plans, pending one correction by the structural engineer. Patrick Buckwalter (Sunbolt Solar) has been working diligently with his engineers and DSA – it has not been an easy process. He hopes to be on site by early to mid-May. On a great note, PGE has deemed as complete the distribution planning and initial review designed by Sunbolt. This has to do with net metering and the distribution of our generator energy into the grid.*
- 9.1b **Shade Structure** - *Due to the inclement weather and snow on the passes, the structure was delivered to Redding instead of BRS as there were concerns that if the shippers could not make it over Buckhorn, they would return it to Michigan. The contractor, Waylon Hilburn, made arrangements for it to be left at Jim Bayley's (from Hayfork) yard in*

Redding. Bayley will be delivering it to BRS the week of April 24th-28th in the morning between 1st recess and lunch. (We will be given an exact date and time by next week.) Waylon will be on site then also. It will be stored near the propane tanks.

*Eureka Redi-Mix has been contacted and they are creating the "Design Mix" and will be sending the specifications to the architect (Larry LaPray) and the DSA inspector (Rich Fenton) for approval. The lab will need to check the mix at the concrete plant and at BRS. Additional DSA requirements require that fabricated **rebar cages**, rather than just rebar, be placed in the concrete holes. Because of the particular certifications required by DSA, these rebar cages will be fabricated in Stockton where they have the correct rebar, heat ratings, mill certificates, and welder equipment on site. We are working with the inspector, the lab, the contractor, and the fabrication plant to get the rebar tested in Stockton prior to fabrication. As soon as this gets worked out, the cages will take up to three weeks to fabricate.*

The tentative on-site start date for the shade structure construction is the week of May 15th-19th. It may be earlier if the cages are approved and completed sooner.

Coordination with the inspector and the lab (who both need to be on site at various times) and the concrete plant will also affect the schedule.

9.1.c Versacourt

Amanda report:

Here is the link to the site, <https://www.versacourt.com/commercial-courts.html>. We will use some of our one-time funds to support this project. I included the RFQ for architect services, which will go out this week. This is my first building project and Jeff Morris, will support the process. J

9.2 Superintendent

PAC – There is a consistent group participating in the PAC meetings. Discussion and suggestions for LCAP goals/actions related to community/parent involvement, more awards/celebrations/fun, tech classes for parents, increased counseling services for students and supporting staff. Basketball Season – A big thank you to Ms. Geyer for hosting a banquet for the basketball teams and families. The event was well attended, and the atmosphere was lovely. CPR – Two sessions were offered for staff to participate in CPR and first aid training. The group was from Willow Creek VFD and they are willing to return for either student or additional staff/community training. Spelling Bee 4/3 – We had a large representation this year, sadly none of the students will continue to state competition. Yoga for Educators and Community- Wednesdays at 5pm.

Awards Assembly 3/27 – Students were honored for their growth and achievement in academic and civic responsibility.

ELOP Spring Break – We hosted two days during spring break, competition with sunshine and baseball made attendance pretty low.

LCAP/Budget Season is approaching – We will review the LCAP at the next meeting, and potential additions to the actions.

9.3 Principal – *Krysty reported that she has returned to work from medical leave and she appreciates everyone that helped during her absence.*

9.4 Business – *Robin reported that Cares Reports, ASES reports and payroll are completed. Next week are P2 reports and that she will be meeting with Cindy next week for a plan to finish the year.*

9.5 Enrollment and attendance – *88 students with 95% attendance*

10.0 Future Business

Next regular meeting – May 9, 2023 at 4:00pm

11.0 Adjourn- *Michael adjourned the meeting at 6:07pm.*

