

Burnt Ranch Elementary School District

Board of Trustees Regular Meeting

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

Tuesday, March 12, 2024
4:00 pm Regular Session

AGENDA

Minutes

1.0 **Formal Opening**

1.1 Call to Order

Meeting was called to order at 4:02pm

1.2 Roll call

Present: Sarah Brown, Josh McKnight, James King, Cyn VanFleet, Mike Harding, Amanda Platt, Katie Strouse, Kristi Holland-Kilgore

1.3 Additions or Changes to Agenda

Request to add 7.7 Review/Approve Certificated Staff Resignation (Shelly Ammon will be retiring, effective 6/30/24)

Approved

- 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___*James King*_____Second___*Sarah Brown*_____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 – February 13, 2024

4.2 Warrants – February 10, 2024 – March 6, 2024

5.0 Correspondence

None

5.1 CSBA

RE: News Magazine

CSBA sent a news magazine for each board member, some may have picked it up already or had it sent home.

5.2 Eide Bailly, LPP

RE: 2022-2023 Audit Report

Each board member's copy of the 2022-2023 is available.

5.3 Burnt Ranch School

RE: School Newsletter

A school newsletter is available for each board member.

6.0 Reports

6.1 Staff

The meeting was held in the ASES room. Kristi highlighted the program and shared about professional learning the ASES staff has participated in this year.

6.2 Building Projects

Amanda reported the following:

Solar- There is a hiccup in the system. Communications between the generator, transfer switch and the inverter are improper. We are working with Sunboldt to correct the configuration. The electrical panel in the gym was identified by the DSA inspector as substandard, we are working with Sharp Electric to update the panel, hoping to have this completed over the Spring Break.

Discussion was had regarding moving ahead with architect plans for a new building to house TK, school readiness and mental health supports.

6.3 Superintendent

Amanda reported the following:

Instruction- Collaboration with TCOE instructional coaches is ongoing, several teachers have asked for support and feedback. BR will participate in a Mathematics Professional Learning Collaborative next year, focused on group and explorative learning.

Intervention/Assessment- The current model for intervention is based on data from the Fall Benchmark Assessment (EasyCBM). The students are identified as low, some or high risk for meeting grade level standards. Students in grades K-3 who score in the some or high-risk category (without IEPs) receive small group or one-on-one instruction with our Academic Tutor who is trained in the Science of Reading. Some students are receiving Math interventions, but our focus has been on ELA. We will share data on the whole school as well as the intervention population at the meeting.

LCAP – Planning and educational partner input is underway. Here is a Survey

Link

- <https://bit.ly/BRES-Climate-LCAP-Survey> . The recent dinner and engagement event was well attended, and I will be synthesizing the feedback along with the survey data to generate a draft plan. Please take time to complete the survey.

Professional Learning - Breakthrough Coaching – I attended a workshop the last week of February, focused on maximizing effectiveness, improving student outcomes, and minimizing administrator burnout. I will be implementing some changes, slowly. I will share more information at our meeting.

Board Policies – We are scheduled for a Board policy workshop in September. Katie, Kristi and I will review all current policies and regulations, update to the most current CSBA updates and present a bulk review. For now, I will be looking at crucial updates only. Once the process is complete, we will update with the quarterly release form CSBA.

6.4 Principal

Kristi reported on recent and upcoming events.

6.5 Business

Katie presented the second interim report is an easy-to-follow format. A discussion was had regarding reserve funds and capital funds. 6.6 Enrollment and attendance **Amanda reported the following:**

We have 87 students enrolled. We have had incredible illnesses and absences since our return from break. There are Covid variants, RSV and Influenza cases confirmed in our county. We received support from the TCOE nurse and will be submitting a J-13 for the days we experienced more than 10% absenteeism.

7.0 General Business

7.1 Review/Approve 2023-2024 Second Interim Budget Certification

Cyn VanFleet motioned to approve the 23/24 second interim budget certification. James King seconded the motion. Motion carried 5-0.

7.2 Review/Approve 4th Grade Trip Itinerary

James King motioned to approve the 4th grade Trip and itinerary. Sarah Brown seconded the motion. Motion carried 5-0.

7.3 Review/Approve 2024-2029 Transportation Plan

Sarah Brown motioned to approve the 2024-209 Transportation Plan. Josh McKnight seconded the motion. Motion carried 5-0.

7.4 Review/Approve 2024-2025 School Calendar

Cyn VanFleet motioned to approve the 2024-2025 school calendar as presented. Josh McKnight seconded the motion. Motion carried 5-0.

7.5 Review/Discuss Sports Court Sitework Informal Bid (BRES-2024.01.30) Submissions and Potentially Award Contract to Low Bidder

Josh McKnight made a motion to award the contract to the lowest bidder, Kevin Maelfeyt Concrete for \$59,700. Cyn VanFleet seconded the motion. Motion carried 5-0.

7.6 Review/Approve Change to April 2024 Regular Board Meeting Date

Sarah Brown made a motion to move the April 2024 Regular Board meeting date to April 16, 2024. Cyn VanFleet seconded the motion. Motion carried 5-0.

7.7* Review/Approve Certificated Resignation

Sarah Brown made a motion to accept Shelly Ammon's resignation effective 6/30/24. Cyn Van Fleet seconded the motion. Discussion the board's appreciation for Shelly's dedication to our students and recommendations on how to wish her well in retirement. Motion carried 5-0.

8.0 Future Business

Next meeting – Tentative April 16, 2024 at 4pm

9.0 Adjourn to Closed Session

9.1 Superintendent Contract Negotiations

Closed Session opened at 5:36pm.

Short discussion with Superintendent Platt regarding contract negotiations for the 24/25 school year. Included review of tentative contract for 1.0FTE Superintendent/Director of Special Projects, an increase in salary and an increase in H&W contribution. Sarah Brown made a motion to approve the 1.0FTE (.5FTE Superintendent/.5FTE Director of Special Projects) contract for the 24/25 school year, including 210 days. A 4% increase (\$98,800 per year) and 100% contribution to H&W medical plan 80K, dental and vision. James King seconded the motion. (Cyn VanFleet left the meeting at 6:20pm) Motion carried 4-0.

9.2 Principal Contract Negotiations

Sarah Brown motioned to approve the 24/25 1.0 FTE Principal/Director of Expanded Learning contract. Including 210 days and a 4% increase (\$98,280) and 100% contribution to H&W medical plan 80k, dental and vision. James King seconded the motion. Motion carried 4-0.

10.0 Return to Open Session

Return to open session at 6:50pm and reported the actions in 9.1 and 9.2 above.

11.0 Adjourn

Meeting adjourned at 6:50pm