

Burnt Ranch Elementary School District

Board of Trustees Regular Meeting

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

Tuesday, October 10, 2023
4:00pm Regular Meeting

Minutes

1.0 Formal Opening

- 1.1 Call to Order: **4:04 pm**
- 1.2 Roll Call **Mike Harding, Sarah Brown, Cyn VanFleet, Josh McKnight, Amanda Platt, Katie Strouse, Michelle Arwood**
- 1.3 Additions or Changes to Agenda : **Add 7.5 Review/Approve Purchase of Toyota Sienna for Cafeteria Procurement with KIT funds**

- 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.: **None**

3.0 Accept Open Session Agenda

Motion_____Josh McKnight __Second_____ Cyn VanFleet____Vote___3-0_____

- 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. **Sarah Brown moves to approve. Cyn VanFleet seconds. Motion Carried 3-0**

- 4.1 Minutes – Sep 12, 2023
- 4.2 Warrants - September 7, 2023 to October 6, 2023

5.0 Correspondence

- 5.1 LCAP and 23/24 Budget Approval from TCOE

6.0 Reports

6.1 Staff

Ms. Arwood showed a video made by her students about what they like about school.

6.2 Superintendent

Amanda Platt reported:

- *Parent Advisory Committee (PAC) – The group met on 9/20/23 and reviewed the school focus goals for the year and assessed the Local School Wellness Policy.*
- *Kitchen – Repairs were made to the refrigerant line; we will do some beautification to hide the work.*
- *All vehicles have all been serviced/repared.*
- *Flex-time for Certificated Staff- this topic was shared from staff during a 'staff report' last month. The issue was discussed at a teacher meeting. The administrative team is drafting a procedure for implementation.*

6.3 Principal: **Kristi reported about the ELOP trip to Ashland Shakespeare**

Festival. The trip went well.

6.4 Business: **Katie has been working with Cindy for budget training and with Rachel Hayes for Calpads training. She completed a cafeteria procurement review, the office staff had an ergonomic review.**

6.5 Enrollment and attendance

6.6 Building Projects

Amanda reported:

- *Solar – We have approval from the DSA inspector, waiting on final sign off from PG&E, which is scheduled for 10/13.*
- *Sports court- The bid package went out, with no attendance at the walk-about. We hopeful for more bids and plan to extend the deadline.*

7.0 General Business

7.1 Review/Approve Local School Wellness Policy Triennial Assessment Report
Sarah Brown moves to approve. Josh McKnight seconds. Motion carried. 3-0

2 Review/Approve California School Boards Association Membership/Policy Development Workshop
Sarah Brown moves to approve. Cyn VanFleet seconds. Motion carried. 3-0

7.3 Review/Approve Certificated Teacher Resignation
Sonya Ariston submitted a resignation letter as of Oct 31.
Sarah Brown moves to approve. Josh McKnight seconds. Motion carried. 3-0

7.4 Review/Approve CSBA Board Policy Updates
BP 1113: District and School Websites
Exhibit 1113-E(1)- District and School Websites

BP 4112.2: Certification

Exhibit 4112.9E(1): Employee Notifications

BP 4140 Bargaining Units

BP 5141.5 Mental Health

Cyn VanFleet moves to approve. Josh McKnight seconds. Motion carried. 3-0

7.5 Review/Approve Purchase of Toyota Sienna for Cafeteria Procurement with KIT funds

Cyn VanFleet moves to approve. Josh McKnight seconds. Motion Carried. 3-0

8.0 Future Business

Next board meeting:

Regular Board Meeting – *Tuesday, November 14, 2023, 4:00pm*

9.0 Adjourn : 5:03pm