

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 3:30pm on 1/17/23 for information regarding remote access.*

Thursday, January 17, 2023
4:00 Regular Meeting

AGENDA

1.0 Formal Opening

- 1.1 Call to Order
- 1.2 Roll Call
- 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.

3.0 Accept Open Session Agenda

Motion _____ Second _____ Vote _____

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 - December 13, 2022
- 4.2 Warrants - December 14, 2022 to January 11, 2023

5.0 Correspondence

- 5.1 Eide Bailly, CPAs & Business Advisors
Re; Prop 51 (Building Performance Audit)

- 5.2 Email from Tony Thurmond, State Superintendent of Public Instruction
Re: California Distinguished School
- 5.3 Commission on Teacher Credentialing
Re; B. Caples Suspension

6.0 Reports

- 6.1 Superintendent
- 6.2 Building Projects
- 6.3 Principal
- 6.4 Business
- 6.5 Enrollment and attendance
- 6.6 Staff

7.0 General Business

- 7.1 Review/Approve 2021 -2022 School Accountability Report Card (SARC)
- 7.2 Review/Approve Resolution No 2022-23-06: Designation of the Official
Representative and Alternate Representative to the STSIG Joint Powers Authority
Board of Directors
- 7.3 Electric Bus Discussion

8.0 Future Business

- 8.1 Next board meeting -
Thursday, February 14, 2023 4:00pm

9.0 Adjourn

4.)

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 4:00pm on 12/13/22 for information regarding remote access.*

Tuesday, December 13, 2022
5:00pm Regular Meeting
Minutes

1.0 Formal Opening

- 1.1 Call to Order – *Josh McKnight called the meeting to order at 5:08pm.*
- 1.2 Roll Call – *Josh McKnight, Michael Harding, Sarah Brown and Cyn Van Fleet were present. James King arrived at 6:00pm. Also present were Superintendent Amanda Platt, Principal Krysty Holland-Kilgore, and Robin Dummer.*
- 1.3 Oath of Office – *Michael Harding, Sarah Brown, Cyn Van Fleet and James King took their Oath of Office.*
- 1.4 Additions or Changes to Agenda - *None*

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 by Sarah Brown Second by Michael Harding Vote 4-0; King absent

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 8, 2022
- 4.2 Warrants – November 3, 2022 to December 7, 2022

Approved by consent

5.0 Correspondence

No Correspondence

6.0 Reports -

6.1 Building Projects - Kathleen Graham submitted the following report:

Shade structure- There has been a delay with the structure and the shipping timeline. The newest update is that fabrication will be starting soon, be complete by mid-January, and the structure parts will be shipped the end of February. The contractor and I are doing everything we can to get it fabricated and on a delivery truck as soon as possible, but the delays keep happening. Coordination with the local DSA inspector is in the works and I am hoping for a cost estimate from him soon. If the newest timeline holds, installation should be the 1st-2nd week in March. The delays have certainly been frustrating.

Solar- The plans are being re-engineered after DSA rejected the snow load amounts required by Trinity County. Apparently, DSA has their own snow load requirements that they don't share until after plans are already submitted. So Sunbolt Solar has hired a new engineer and will be submitting the revised plans to DSA on December 19. Hopefully the plans will be quickly approved and then Sunbolt can begin working on site.

Building Project audit- We continue to submit requested information and clarify our processes to the auditors.

6.2 Superintendent – Amanda Platt submitted the following report:

Certificated Evaluations- 75% of the certificated staff have been formally observed, this includes pre and post conferences. After the winter break the second formal observation will be scheduled.

Support for Staff – All staff were issued a one-time learning loss, COVID related stipend based on their FTE. Additionally, staff has had the opportunity to participate in professional development with a focus on employee wellness and instructional collaboration.

Reading – The CDE and State Superintendent have a set a goal for all students to read by grade three. A deep look at data, curriculum and instructional practices is ongoing through the evaluation process as well as in collaboration time. The grade ½ teacher, aide and I met for a day of professional development to plan for increased phonological and phonemic awareness instructional activities. There are two articles attached if you are interested reading about the importance of these skills.

Parent Advisory Committee- The first meeting of the year was held on 11/16. A small but dedicated group attended. Next meeting will be schedule for the end of January/early February.

Student Discipline – There was a serious student discipline/safety incident on 11/30. Threat assessment protocol, as well as board policy and laws were followed.

Immunizations – We continue to work with TCOE's Nurse and health department to monitor students who are conditionally admitted based on missing immunization doses. It came to our attention that a student's records had inconsistency and the records were not in the state database. The family was made aware of the concerns and immediately given the opportunity for independent study or unenrolled until the records could be verified. There are several other students who are behind on their immunization schedule, and they have been given the opportunity to provide updated certified records

upon return from winter break, temporarily be placed on Independent Study or unenroll/transfer revocation.

6.3 Business – Robin reported that she was working on Calpads as well as attendance reports. She also presented a powerpoint on the 22-23 First Interim Budget.

6.4 Principal – Krysty Holland-Kilgore submitted the following report:

11/8--15 School Pictures--Thank you, Casey

Pictures are in and have been distributed

11/9--End of the Trimester

11/9--Earthquake Drill: went smoothly

11/10--Staff Professional Development Day led by Kristi

11/11--No School; Veteran's Day

11/15-11/18--Min Days for Parent-Teacher Conferences--only one conference not attended

11/16--Ms. Holland's Family Feast (50 guests w/students)

11/18--Trimester Awards Assembly

11/21-25 Thanksgiving Break

11/21--Professional Development/ELOP Day--led by Amanda. Both events went very well! Looking forward to the January ELOP

11/30--STEAM night supported by TCOE--Great family event w/pizza dinner

11/30--ASES Site visit from TCOE--Great, positive review! It was commented that it was "amazing that our regular school day staff also work in ASES and with ASES to provide intervention support to students"

12/4--Kristi created a PTO survey to help gather more parent members (currently 12 responses)

Sent by email to parents,

Posted to the school's Facebook Story Feed and the Newsfeed w/parents tagged

12/6--Club Live TUPE field trip in Weaverville

12/7--Dell'Arte Winter Show--wonderful community event Thank you, PTO for the support!

12/9--8th Grade field trip to HSU

12/10--Jingle & Mingle Christmas Bazaar (8th grade fundraiser)

Gym will be used until 6pm M-Th; Fridays until 4:30* Tournament dependent

Planning to host a small schools tournament in Jan/Feb at BRS

12/14--Santa's Workshop in ASES 1-3

12/14--Boys Basketball Parent Meeting

12/20--Winter Musical Presentation-6:00pm

12/21--Ms. Holland's Winter Auction

12/21-- Minimum day (one bus at 2:00)

12/22-1/6--Winter Break

1/3 -1/5 --ELOP Days w/basketball (Tony)

1/5 -- Professional Development Day for staff

6.5 Enrollment and attendance – Enrollment was 92 with 94% attendance.

6.6 Staff – *No staff report*

7.0 General Business

Cyn Van Fleet left the meeting.

7.1 Annual Organizational Meeting

- Elect President – *Sarah Brown nominated Michael Harding; Michael Harding accepted*
- Elect Vice President – *Michael Harding nominated Joshua McKnight; Joshua McKnight accepted.*
- Elect Clerk – *James King nominated Sarah Brown; Sarah Brown accepted.*
- Establish Board Meeting date and time – *2nd Tuesday of each month; 4:00pm.*
Vote 4-0; Van Fleet absent

7.2 Review/Approve Resolution 2022/23-05 Fixing Time, Date, and Location of Regular Meetings – *Michael Harding motioned to approve Resolution 2022/23-05; James King seconded the motion Vote 4-0; Van Fleet absent*

7.3 Approval and Certification 2022-23 First Interim Financial Report – *Sarah Brown motioned to approve the 2022-23 First Interim Financial Report; James King seconded the motion; Vote 4-0; Van Fleet absent*

7.4 Review/Accept Annual Certification Regarding Workers’ Compensation with Shasta-Trinity Schools Insurance Group - *Sarah Brown motioned to approve the Annual Certification Regarding Workers’ Compensation with Shasta-Trinity Schools Insurance Group; James King seconded the motion; Vote 4-0; Van Fleet absent*

8.0 Future Business

Next meeting January 17th, 4:00pm.

9.0 Adjourn – *Joshua McKnight adjourned the meeting at 6:50pm.*

Checks Dated 12/14/2022 through 01/13/2023 **Board Meeting Date January 17, 2023**

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5238631	12/14/2022	Blick Art Materials	01-4300		85.68
5238632	12/14/2022	Weaverville Auto Parts	01-4300		98.20
5238633	12/14/2022	North Coast Laboratories Inc	01-5800		105.00
5238634	12/14/2022	Pacific Gas & Electric	01-5510		3,016.94
5238635	12/14/2022	SYNCB/AMAZON	01-4300	3,606.88	
			13-4300	247.68	3,854.56
5238636	12/14/2022	Trinity Herbals/Wellness	01-5800		132.89
5238768	12/21/2022	McCurdy, Julie	01-4300		47.38
5238769	12/21/2022	Frontier	01-5920		419.22
5238770	12/21/2022	Lozano Smith, LLP	01-5850		150.00
5238771	12/21/2022	Producers Dairy	13-4700		762.32
5238772	12/21/2022	River Song Natural Foods	13-4700		370.19
5238773	12/21/2022	Scholastic Inc.	01-4300		220.94
5238774	12/21/2022	Shasta Tr Schools Ins Dental	01-9580		1,041.43
5238775	12/21/2022	Shasta Tr Schools Ins Medical	01-9580		9,740.00
5238776	12/21/2022	Shasta Tr Schools Ins Vision	01-9580		257.40
5238777	12/21/2022	SYNCB/AMAZON	01-4300	1,726.56	
			13-4300	48.57	1,775.13
5238926	01/04/2023	Dummer, Robin J	01-4300		391.92
5238927	01/04/2023	Geyer, Casey	01-4300		354.15
5238928	01/04/2023	Platt, Amanda I	01-4300		111.85
5238929	01/04/2023	Hess Ranch	13-4700		60.00
5238930	01/04/2023	Learning A-Z	01-5800		128.00
5238931	01/04/2023	Perry's Automotive, Inc	01-5800		205.80
5238932	01/04/2023	Rainbow Resource Center, Inc.	01-4300		625.40
5238933	01/04/2023	State Water Resources Control	01-5300		725.00
Total Number of Checks			24		24,679.40

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	21	23,190.64
13	Cafeteria Special Reserve	5	1,488.76
Total Number of Checks		24	24,679.40
Less Unpaid Tax Liability			<u>.00</u>
Net (Check Amount)			<u>24,679.40</u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

January 12, 2023

To the Governing Board
Burnt Ranch Elementary School District
Burnt Ranch, California

We have conducted our performance audit and have issued our reports thereon dated January 12, 2023 related to project 51/71662-00-001. Professional standards require that we advise you of the following matters relating to our performance audit.

Our Responsibility in Relation to the Performance Audit

As communicated in our letter dated April 6, 2022, our responsibility, as described by professional standards, is to conduct a performance audit in accordance with Government Auditing Standards. Our performance audit does not relieve you or management of your respective responsibilities.

We are also responsible for communicating significant matters related to the objectives of the performance audit. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our performance audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Significant Difficulties Encountered during the Performance Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the District's financial statements or the auditor's report. No such disagreements arose during the course of the performance audit.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated January 12, 2023.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District's auditors.

This report is intended solely for the information and use of the Governing Board, and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.



Rancho Cucamonga, California



Fwd: 2023 California Distinguished School

3 messages

Kristi Holland <kholland@bresd.org>

Fri, Jan 6, 2023 at 4:25 PM

To: Robin Dummer <rdummer@bresd.org>, Amanda Platt <aplatt@bresd.org>

----- Forwarded message -----

From: **Superintendent Thurmond** <Superintendent@cde.ca.gov>

Date: Fri, Jan 6, 2023, 2:23 PM

Subject: 2023 California Distinguished School

To: kkilgore@bresd.org <kkilgore@bresd.org>

 California Department of Education letterhead with official seal. Tony Thurmond State Superintendent of Public Instruction 1430 N Street, Sacramento, CA 95814-5901, 916-319-0800, www.cde.ca.gov

January 6, 2023

Dear Principal Kristi Holland-Kilgore:

Congratulations! is being recognized as a 2023 California Distinguished School. This is an exceptional achievement. The California Distinguished Schools program recognizes schools for their excellent work in one of two categories: closing the achievement gap and achieving exceptional student performance. To select California Distinguished Schools, the California Department of Education (CDE) uses multiple measures to identify eligible schools based on their performance on the state indicators as specified on the California School Dashboard (Dashboard). Specifically, the 356 elementary schools who are being recognized this year were selected by analyzing data reported through the 2022 Dashboard, including assessment results, chronic absenteeism, suspension rates, and socioeconomic data. Information regarding the 2022 Dashboard is provided on the CDE California School Dashboard and System of Support web page at <https://www.cde.ca.gov/ta/ac/cm/index.asp>.

As a Distinguished School honoree, you are invited to attend the California School Recognition Program (CSRP) Awards Ceremony on Thursday, February 16, 2023, at the Disneyland Hotel in Anaheim, California. Presented by the CDE, the ceremony is a celebratory day to recognize your school's outstanding achievements.

In addition to honoring the 2023 California Distinguished Schools at the ceremony, we will also honor the 2023 California Exemplary Arts Education Schools, 2022 National Blue Ribbon Schools, and 2022 Civic Learning Award Schools.

The deadline to register for the Awards Ceremony is Wednesday, February 1, 2023. The hotel reservations cut off for the room block is Monday, January 30, 2023. Information about the Awards Ceremony, including registration and hotel reservations, is available on the CDE CSRP Registration web page at <https://CADeptEDAwards.regfox.com/2023-california-school-recognition-program-awards-ceremony>

You can view the news release announcing this year's Distinguished Schools on the CDE News Releases Year 2023 web page at <https://www.cde.ca.gov/nr/ne/yr23/yr23rel01.asp>.

If you have any questions regarding the event, please contact the CDE Awards Team by email at awards@cde.ca.gov.

I commend you on your success and look forward to seeing you in Anaheim next month.

Sincerely,

Tony Thurmond
State Superintendent of Public Instruction

TT:df

2 attachments



CALIFORNIA DEPARTMENT
OF EDUCATION
1430 N STREET, SACRAMENTO, CA 95814-5901
916-319-0800

image001.jpg
17K



CALIFORNIA DEPARTMENT
OF EDUCATION
1430 N STREET, SACRAMENTO, CA 95814-5901
916-319-0800

image001.jpg
17K

Robin Dummer <rdummer@bresd.org>

Sat, Jan 7, 2023 at 8:13 AM

To: Kathleen Graham <kgraham@tcoek12.org>

**BURNT RANCH ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES**

**RESOLUTION NO. 2022-23-06
DESIGNATION OF THE OFFICIAL REPRESENTATIVE AND ALTERNATE
REPRESENTATIVE TO THE SHASTA-TRINITY SCHOOLS INSURANCE GROUP JOINT
POWERS AUTHORITY BOARD OF DIRECTORS**

WHEREAS, the Burnt Ranch Elementary School District is a member of the Shasta-Trinity Schools Insurance Group Joint Powers Authority;

AND WHEREAS a representative and an alternate representative are required to be designated by each member district;

RESOLVE the Governing Board of the Burnt Ranch Elementary School District of Trinity County, in a regular public meeting assembled this 17th day of January, 2023, designates Robin Dummer, Business Manager, as the official representative to the Shasta-Trinity Schools Insurance Group’s Board of Directors, and Elizabeth McIntosh, TCOE Payroll/HR Technician, as the official alternate representative; Said representative(s) is authorized to sign documents and perform all items pertaining to the interest of the Board of Directors as a legislative body pursuant to the terms of the Shasta-Trinity Schools Insurance Group Joint Powers Authority Agreement.

BE IT FURTHER RESOLVED that the designated official representative or designated official alternate representative, whichever is present, but not both, may vote on the Burnt Ranch Elementary School District’s behalf to expand the lines of coverage provided by the Shasta-Trinity Schools Insurance Group to include any other risk management, insurance, or self-funded program(s) authorized by law.

The above resolution was moved by member _____, seconded by member _____, and passed and adopted this 17th day of January, 2023, by the following vote.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

(Clerk)Signature

Print Name

Title