COFFEE CREEK ELEMENTARY SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF TRUSTEES
Minutes

Coffee Creek Elementary School Primary Room .....Thursday, November 9, 2023
Coffee Creek Road ..... Business Meeting 3:30 PM
Coffee Creek, California .....

In compliance with Government Code Section 54954.2(a), the Coffee Creek School District will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact Brian Burns at 530-266-3344

All CCESD Board of Trustee Meeting Agendas are posted at the following locations: Coffee Creek School, C.C. Fire Station mail boxes, and the Trinity County Office of Education. All regularly scheduled Board of Trustees meetings are scheduled at 3:30 PM on the second Thursday of each month at the Coffee Creek Elementary School; Special meetings to be called as necessary. Board agenda documents are available for inspection 72 hours before each Regular Board meeting and 24 hours before Special Board meetings at the Coffee Creek Elementary School located at 261 Coffee Creek Road, Coffee Creek.

Telephone:
Call In Number: 530-266-3344

ZOOM:

Brian Burns is inviting you to a scheduled Zoom meeting.

Topic: November Board Meeting
Time: Nov 9, 2023 03:30 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://us06web.zoom.us/j/82810233748?pwd=gg6VbmU8aiGLT4VRBuLVt5FpaxrU0t.1

Meeting ID: 828 1023 3748
Passcode: 174625

Coffee Creek Elementary School District Governing Board:

Suzanne Conrad, Board Clerk
Cindy Brahman
Peter Kleinsmith

1.0 Formal Opening

1.1 Call to Order 3:30
1.2 Flag Salute
1.3 Additions or Changes in Agenda

2.0 COMMENTS FROM THE PUBLIC ON OPEN SESSION AGENDA -

Persons wishing to address the Board on any item except personnel on the agenda or on items that are within the jurisdiction of the Board and are not on the agenda are invited to do so at the time.. In the interest of time and order, presentations from the public are limited to three minutes per person. 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 receipt of the information: 2. refer to staff for further study: 3. refer that matter to a future agenda.

3.0 ACCEPT OPEN SESSION AGENDA

(action) Motion by Peter, Second by Suzanne: Vote 2 Ayes

4.0 CONSENT AGENDA - The following consent agenda items are considered to be routine by the Board of Trustees and will be enacted with one motion. There will be no separate discussion of items unless a Board members so requests, in which event the item(s) will be considered following approval of the Consent Agenda.

On motion by Cindy, Second by Peter, the Coffee Creek School District Governing Board approves consent ACTION items: 3 Ayes

(consent) 4.1 Approval of Governing Board Regular Meeting Minutes of October 12, 2023
(consent) 4.2 Approval of Resolution 2324-05 Payroll and General Fund Warrants for October

Minutes will be approved with corrections made by Suzanne. Brian will update the minutes before posting.

5.0 BUSINESS AND FINANCIAL

(info) 5.1 Business Services Report

Our budget is balanced. The cost for our audit seemed excessive at $4000. Courtney will share the 1st interim report at the next board meeting. This will provide a good outlook for the rest of the year.

(info) 5.2 Special Student Funds Report

Lin shared that we have not been using the funds because we have other pools of money to use. Brian looked further into creating a college educational investment for the students. He spoke with a representative from CalKids and the school is unable to deposit money into a student's account. We would have to start a savings account for the students. The board agreed to not pursue this idea any further.

The board discussed how we can spend this money to provide opportunities for the students this year. Suzanne talked to the benefactors and the family wants us to use the money for the students. We will be looking at field trips to San Francisco museums, Great Wolf Lodge, and other attractions. At the next meeting Brian will share estimated costs for field trips. Suzanne will talk to the benefactors to see if the money can pay for two siblings and both parents for field trips.

6.0 INSTRUCTIONAL FUNCTION

(info) 6.1 Teacher's Report

The students are great. We had two successful field trips, one to Hawes Farm and the other to Turtle Bay. Both trips were a huge success.

7.0 BOARD AND ADMINISTRATIVE

(info) 7.1 Superintendent's Report-

(action) 7.2 Second Reading BP 1312.3 and AR 1312.4

Brian made minor changes to the Board Policies and Administrative Response to reflect the small size of our district: he added Superintendent or Designee to the definition of the compliance officer.

On motion by Peter, Second by Cindy, the Coffee Creek School District Governing Board approves BP 1312.3 and AR 1312.4: 3 Ayes

(action) 7.3 Set Time, Date and Location of Annual Organization Meeting per ED Code 35143 (must be held between December 8 through December 22, 2023)

On motion by Peter, Second by Cindy, the Coffee Creek School District Governing Board approves the Time, Date and Location of Annual Organization Meeting per ED Code 35143 to be held on December 14.
: 3 Ayes

(info) 7.4 Discuss Future Plans for CCES District

Brian shared the information from the parent meeting that was help at school on 9/8/2023. Two sets of parents are interested in keeping the school open next year. Brian shared in the meeting that he wanted the parents to know that they have the power through the school board to select the new employees and other decisions that will take place for the next school year. The board discussed what would need to happen to keep the school open. The board will work with the superintendent and lead teacher to find replacements for Mr. Burns and Mrs. Burns. The board will reach out to TCOE to support the CCES School Board in this matter.

TCOE provided a letter for CCES to send out to parents reassuring them that the school will stay open. The board has rejected the letter and will write their own letter. Peter spoke for the parents and said that the meeting with Mr. and Mrs. Burns was the best way to pass information to the parents.

8.0 BOARD COMMENTS

Long meeting, good job everyone.

9.0 ITEMS FOR NEXT BOARD MEETING

Field trips

Organizational Meeting Dates

1st Interim Report

10.0 ADJOURNMENT 5:20