COFFEE CREEK ELEMENTARY SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF TRUSTEES
Minutes

Coffee Creek Elementary School Play Group Room ..... Thursday, April 18, 2024
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 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 4470 Coffee Creek Road, Coffee Creek.

Telephone:
Call In Number: 530-266-3344

Brian Burns is inviting you to a scheduled Zoom meeting.

Topic: March School Board
Time: Apr 18, 2024 03:30 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://us06web.zoom.us/j/86982121186?pwd=4jE4ZqC4KLBezzfff4xXk8YrRZEzrS.1

Meeting ID: 869 8212 1186
Passcode: 940893

Coffee Creek Elementary School District Governing Board:

Peter Kleinsmith, Board Clerk
Suzanne Conrad
Cindy Braman

1.0 Formal Opening

1.1 Call to Order 3:34pm
1.2 Flag Salute
1.3 Additions or Changes in Agenda

Correction were made with input from Suzanne Conrad.

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.

No Comments from Public.

3.0 Accept Open session Agenda

(Action) On motion by Suzanne, Second by Cindy, the Coffee Creek School District Governing Board accepts the open session agenda: Vote: 3 ayes

4.0 Consent Agenda

On motion by Suzanne, Second by Cindy, the Coffee Creek School District Governing Board approves consent ACTION items: Vote: 3 ayes

(Consent) 4.1 Approval of Governing Board Regular Meeting Minutes of March 7, 2023

(Consent) 4.2 Approval of Resolution 2324-13 Payroll and General Fund Warrants for March 2023

Suzanne asked about the $18,783 for curriculum. Courtney justified the high amount with the addition of ELOP money in that fund.

(Consent) 4.3 Quarterly Report on Williams Uniform Complaints-Quarter 3, 2023-2024

5.0 BUSINESS AND FINANCIAL

(Info) 5.1 Business Services Report

Courtney shared that we have a new auditor for this year. This company works with small districts and it should be a good fit for us. She is working on the budget items in our LCAP. Our current budget is in good standings and we are not over spending.

(Info) 5.2 Student Fund Report

Lin presented the fund report. We have to make a decision for the money in the tree year CD.

(Action) 5.3 Approve transferring the 3-year certificate at Coast Central Credit Union to the Student Enrichment Checking Account.

On motion by Suzanne, Second by Cindy, the Coffee Creek School District Governing Board approves transferring the 3-year certificate at Coast Central Credit Union to the Student Enrichment Checking Account. Vote: 3 ayes

6.0 INSTRUCTIONAL FUNCTION

(Info) 6.1 Teacher's Report

We are gearing up for the CAASP. We are using practice exams to identify areas of weakness and reteach skills. We are looking at testing starting on May 13th. The testing will last two weeks.

7.0 BOARD AND ADMINISTRATIVE

(Info) 7.1 Superintendent's Report –

MOU with TCOE for business services – It looks like Courtney will be taking on most of the business services for CCES. We appreciate all of her hard work for our school. Courtney, Linda, and Brian will go through the MOU with TCOE and work out the details for next year.

LCAP, Brian will have the end of year review ready for the June meeting along with the new LCAP for the 24-25 school year.

School Pictures are April 23. We are having the school pay for all the pictures for this year. A token of gratitude for the families and students.

Pacific Educators Student Insurance – Brian signed the contract for the student insurance for next school year. The cost is $11 per student.

School T-shirts, We are ordering T-shirts for the end of the year for the students. Also Peter has asked for some T-shirts to sell at the cabins for his guests. We need to look at the best way to make this happen.

(Info) 7.2 Discuss Food Lunch Program for CCES – (business person responsible)

Fabio said he will be able to find an individual (or rotating between people at TCOE) to supply the food for the school each week. We also need to look at adding this to the para position for Fridays.

8.0 COMMENTS FROM THE BOARD

It looks like we have found some good people to take over CCESD.

9.0 ITEMS FOR NEXT AGENDA

(Action) Order of Elections Resolution 2324-20
(Action) LCAP and Budget Overview set time and date for June
(Action) Approve hiring of new employees for the 24-25 school year
(Action) Approve purchasing of Turtle Bay annual passes for current students

10.0 ADJOURNMENT 4:30pm