



Happy Valley Elementary School District
Board of Trustees

Regular Board Meeting Minutes

January 17, 2024

Happy Valley Elementary Conference Room – Closed Session – 5:00 p.m.

Happy Valley Elementary School Cafeteria – Open Session - 6:00 p.m.

17480 Palm Avenue, Anderson, CA 96007

OPEN SESSION – 5:00 PM Elementary Conference Room

1.0 Call to Order @ 5:04 p.m.

2.0 Roll Call – Nate Echols, Jodi Shearman, Billy Soksoda, Cheryl Best – Present
Carla Perry - Absent

3.0 Approval of Closed Session Agenda -

Nate Echols reported Item 5.0 had been mistakenly left off the agenda. In doing so the numbering of the agenda had to be re-ordered. The agenda had been updated and a copy given to each board member.

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to approve the amended agenda with the addition of Item 5.0, and re-numbering of the agenda.

4.0 Public Comment on Closed Session

The public is invited to address the Board regarding items that are listed under the closed session agenda. Speakers are limited to three minutes each. The Board is not allowed under law to act on matters that are not on the Agenda.

4.1 Public Comment Session Opened @ 5:06 p.m.

4.2 Person wishing to address the Board – None

4.3 Public Comment Session Closed @ 5:06 p.m.

5.0 Adjourn Open Session and Convene Closed Session

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to adjourn Open Session and convene Closed Session at 5:06 p.m.

CLOSED SESSION - 5:05 PM Elementary Conference Room

6.0 Closed Session

6.1 Public Employee Discipline/Dismissal Release (§54957)

6.2 Public Employee Appointment (§54957) Title: Principal (Interim)

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to appoint Tim Drury Interim Principal, retroactive to December 1, 2023.

7.0 Adjourn Closed Session and Convene Open Session

On a motion by Cheryl Best, seconded by Jodi Shearman, the board voted 4-0 to adjourn Closed Session and convene Open Session at 5:54 p.m.

OPEN SESSION – 6:00 PM Elementary Cafeteria
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8.0 **Call to Order** at 6:07 p.m.

9.0 **Pledge of Allegiance** – Led by Nate Echols

10.0 Report from Closed Session

Nate Echols reported the board voted to appoint Tim Drury as Interim Principal at the Elementary site.

11.0 Approval of Agenda –

Nate Echols reported Item 5.0 had been mistakenly left off the agenda. In doing so the numbering of the agenda had to be re-ordered. The agenda had been updated and a copy given to each board member. The amendment was voted on in Closed Session.

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to approve the amended agenda.

12.0 **Presentation** – Students recognized: Alice Edgington, Kodiak Blauvelt - Primary Site; Raegan Atkinson, Kenzie Mohr – Elementary Site

Tim Drury, Gina Murphy – Nate Echols recognized Tim & Gina for the effort and work put in during the last month and a half while the district has been in transition.

Sandi Garcia, Kari Piazza, Ashley Youman and Larry Guzman were recognized for their work and dedication to the students, staff and community.

13.0 Information/Discussion Items

13.1 Community/Staff/District (suggested 2 minutes maximum per presenter)

- a) Community – None
- b) Certificated Staff – Ashley Youman reported to the board regarding the Math Counts teams and 7th grade Math classes; Stacy Baldwin reported on the January 8th professional development regarding Literacy.
- c) Classified Staff – Darcy Weekley reported on the progress of the library at the elementary site.

- d) Board Members – Cheryl Best reported 4-H is going well and is in full swing; Nate Echols reported he is watching legislation in regards to tackle football.
- e) Primary Site Update – Gina Murphy reported the following: School Wide: We are kicking off The Great Kindness Challenge with a rally on Friday. Each student will get a checklist of activities to complete over the course of the week. They will be displayed on the walls in the halls; Certificated staff attended the Reading Summit sponsored by Shasta COE. They had good feedback and appreciated the opportunity to learn more about the Science of Reading and Best Practices; Kindergarten - The UFLI phonics program is showing some great results in our Kindergarten classes so far; First grade has leveled all students from the three classrooms based on their reading abilities and created a new reading group schedule to target specific reading needs using the UFLI phonics instruction. We started this new reading approach this week and so far, things are working well. First grade students are looking forward to a field trip to the Cascade Theatre tomorrow to watch RSA’s “The Little Mermaid Jr.” performance. Ms. Piazza’s class received the perfect attendance award this week for our fantastic attendance last week; 2nd: - We are continuing to practice our math facts using timed tests. The students are enjoying First Five and look forward to it; CDS: Our students are working on attaining the skills needed to become successful citizens upon their return to the appropriate school setting. Behaviors are being addressed and accountability is becoming the norm. We have been implementing SEL with the use of First Five each morning and has become very popular with our students. As we continue to implement SEL, we will be working on integrating The Leader in Me SEL curriculum as well. Using SEL is a great tool to aid in deterring unwanted behavior. Our program would like to thank all that have supported our continued efforts so far this school year.
- f) Elementary Site Update – Tim Drury reported the following: Feb 9 is the Valentine’s Day Dance – 4:30-5:30 for the 4-5th Graders and 6-8pm for the 6-8 graders; Boys Basketball is underway; Weed Basketball Tournament - 7th Graders Win the Tournament - 8th Graders not bad with two out of 3 wins; the Happy Valley Boosters donated \$2000 towards the Athletic/Basketball Program - AMAZING! Thank you; Last Week before Christmas was Spirit Week - had lots of fun; Staff had their warm welcome handing out Hot Chocolate and Mandarins (donated by Mr. Westaby - Thank you) as people dropped off students out front; The Rally to end the year was lots of fun... games, jokes, and the staff dressing up for the 12 Days of Christmas performance - always a good time; Drama Club put on a great performance for both the Primary and the Elementary School. After a little technical difficulty - Mrs. Murphy read Twas the Night Before Christmas - and it was so much fun. Nice Job Mrs. Murphy; The District Wide Staff Christmas party was very well attended - and lots of smiles and people had some fun. It was nice to gather the troops outside of campus to enjoy smiles and good company; The Gaga Pit continues to be the playground hub.

14.0 Communications to the Board – Consolidated Application for Federal Funding
(Mid-year reports)

15.0 Public Comment – Public Session Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. Items not on the agenda are restricted in response and action by the Board and its members. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). In order to protect the rights of all involved, complaints about employees should be addressed

through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process.

- 15.1 Public Comment Session Opened @ 6:46 p.m.
- 15.2 Items on the Agenda – None
- 15.3 Items not on the Agenda – None
- 15.4 Public Comment Session Closed @ 6:47 p.m.

16.0 Consent Agenda - Consent Agenda items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. **Board Members may request that an item be removed from the Consent Agenda for later discussion.**

- 16.1 Approval of Minutes for Regular Board Meeting December 13, 2023
- 16.2 Approval of Warrants Dec. 9, 2023 – Jan. 12, 2024

On a motion by Cheryl Best, seconded by Jodi Shearman, the board voted 4-0 to approve the Consent Agenda.

17.0 Personnel:

- 17.1 Approve Personnel Action Report

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to approve the the Personnel Action Report.

18.0 Discussion/Action Items

- 18.1 Discussion/Action: Approve Interim Superintendent Contract

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to approve the Interim Superintendent Contract.

- 18.2 Discussion: LCAP Mid-year Report

Helen Herd reported the LCAP Mid-year Report is a snapshot of updated goals and expenditures. The template will be updated again next year.

- 18.3 Discussion/Action: Approve 2022/2023 SARC (Elem., Prim., CDS)

Jodi Shearman mentioned the contact information for the superintendent needs to be updated in the SARCS.

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to approve the 2023/2024 SARCS with the updated contact information.

- 18.4 Discussion/Action: Approve Resolution #24-08 – Establish Fund 35

Roxanne Voorhees explained to the board the district is required to set up this fund with the treasurer's office for the TK/K Facilities Grant.

On a motion by Cheryl Best, seconded by Jodie Shearman, the board voted 4-0 to Approve Resolution #24-08.

18.5 Discussion/Action: Approve 22/23 Audited Financial Statements

On a motion by Cheryl Best, seconded by Jodi Shearman, the board voted 4-0 to approve the 22/23 Audited Financial Statements.

18.6 Discussion/Action: Approve Certificate of Corrective Action (22/23 Audit Findings)

On a motion by Cheryl Best, seconded by Jodi Shearman, the board voted 4-0 to approve the Certificate of Corrective Action (22/23 Audit Findings).

18.7 Discussion/Action: Approve Updated 2023/24 Warrant Signature Card

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to approve the Updated 2023/2024 Warrant Signature Card.

18.8 Discussion/Action: Approve Signatory Deletions of Tri-Counties Accounts:
Petty Cash – 9339 Delete: Shelly Craig; ASB 2228 Delete: Shelly Craig

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to approve Signatory Deletions of Tri-Counties Accounts: Petty Cash – 9339 Delete: Shelly Craig; ASB 2228 Delete: Shelly Craig

18.9 Discussion/Action: Approve Certificated Substitute Rate Increase

The district's substitute rate is \$175 per day and the long-term rate is \$182.50 per day. Districts within Shasta County will be increasing their daily substitute rates to \$180 per day. Long-term substitute daily rates vary per district. While our district has its regular substitutes, there are not enough to cover the need. After discussions the board agreed to increase the daily substitute rate to \$200 per day and \$225 per day for long-term substitutes. The board asked that this discussion be continued at the February meeting.

On a motion by Jodi Shearman, seconded by Cheryl Best, the board voted 4-0 to approve the Certificated Substitute Rate Increase.

18.10 Discussion/Action: Vaccination Requirements

Jodi Shearman reported all information regarding student vaccine requirements that she was able to obtain. After much back and forth discussion the decision was made to table the discussion.

On a motion by Jodi Shearman, seconded by Billy Soksoda, the board voted 4-0 to table the discussion on vaccination requirements.

18.11 Discussion/Action: Approve AR 5141.21 Administering Medication and Monitoring Health Conditions

On a motion by Jodi Shearman, seconded by Billy Soksoda, the board voted 4-0 to Approve AR 5141.21 Administering Medication and Monitoring Health Conditions.

18.12 Discussion/Action: Approve Surplus of Outdated Curriculum

On a motion by Cheryl Best, seconded by Jodi Shearman, the board voted 4-0 to approve the Surplus of Outdated Curriculum.

- 19.0** Superintendent Update – Helen Herd reported she is delving into the districts finances to see where the district can start reigning in some costs. She is also looking at all of the contracts and services the district has entered into.
- 20.0** Business Manager Update – Roxanne Voorhees reported the following: there is a budget update that will be held in Tehama County on Friday that she will be attending; the TK/K Facilities Grant committee is back in full swing as they took a hiatus over the Winter Break.
- 21.0** Enrollment Update as of January 12, 2024: 500 - Grades TK – 8 (includes CDS and Independent Study/Homeschool)

22.0 Next Meetings

February 14, 2024

March 13, 2024

April 10, 2024

May 8, 2024

Board Meeting Times:

5:00 p.m. – 5:05 p.m. – Open Session – Community Comments on Closed Session – Elem. Conf. Room

5:05 p.m. – 6:00 p.m. – Closed Session – Elementary School Conference Room

6:00 p.m. – Open Session – Regular Board Meeting – Elementary Cafeteria

23.0 Adjourn Open Session

On a motion by Cheryl Best, seconded by Billy Soksoda, the board voted 4-0 to adjourn open session @ 7:51 p.m.

Approved February 14, 2024

Clerk of the Board