

Maple Creek Elementary School District Board of Trustees

November 15, 2024 9:30 AM

15933 Maple Creek Road - Korb, CA 95550

Video call link: <https://meet.google.com/ouj-ekzz-hsx>

Or dial: (US) +1 573-479-1864 PIN: 487 789 009#

Regular Meeting Agenda

1. CALL TO ORDER

2. ADJUSTMENT OF THE AGENDA

3. PUBLIC COMMENTS

Members of the public may address the board on non-agenda items at this time.

4. CONSENT AGENDA The Board is asked to receive/approve these routine items.

4.1. Approve Minutes of the October 11, 2024, Regular Board Meeting

4.2. Payroll - October 2024

4.3. Warrants - October 2024

5. ACTION ITEMS The Board is asked to receive/discuss/act on the following items.

5.1. Resolution to increase revolving account balance to \$5000

5.2. Schedule Organizational Meeting for December 13, 2024

6. INFORMATION/DISCUSSION/ACTION ITEMS The Board is asked to receive/discuss; however, the Board may decide to take action at their discretion.

6.1. First review of the revised Maple Creek Board Policies: Index 12-18 Maple Creek-0000 Series: Philosophy, Goals, Objectives, and Comprehensive Plans, 1000 Series: Community Relations, 2000 Series: Administration, 3000 Series: Business and Non Instructional Operations, 4000 Series: Personnel, 5000 Series: Students, 6000 Series: Instruction, 7000 Series: Facilities, 9000 Series: Board Bylaws.

6.2. Receive Humboldt County Office of Education's response to Adopted Budget

6.3. Superintendent's Report

6.4. Staff Report

7. BOARD MEMBER ANNOUNCEMENTS/COMMENTS/REPORTS

8. ADJOURNMENT

Notice: Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, which is distributed to all or a majority of the members of the governing board by any persons in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at the District Office, 15933 Maple Creek Rd. Korb, CA in compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent of the Maple Creek School District at (707)668-5596. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to assure accessibility to this meeting.

MAPLE CREEK ELEMENTARY SCHOOL
November 15, 2024
BOARD OF TRUSTEES MEETING

4.0 CONSENT AGENDA

4.1 Attachment - Minutes from October 11, 2024 Board Meeting

4.2 Attachment -Payroll October 2024

4.3 Attachment - Warrants October 2024

Maple Creek Elementary School District Board of Trustees

October 11, 2024 9:30 AM

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Regular Meeting Minutes

1.0 CALL TO ORDER

Call to Order: 9:37am

Present: Rama Zarcufsky, Dan Murphy

Absent: Laura Borasas

Staff: Beth Wylie and Zoe Muizelaar

2.0 ADJUSTMENT OF THE AGENDA

3.0 PUBLIC COMMENTS

Members of the public may address the board on non-agenda items at this time.

4.0 CONSENT AGENDA

The Board is asked to receive/approve these routine items.

4.1 Approve Minutes of the September 13, Regular Board Meeting

4.2 Payroll - September 2024

4.3 Warrants - September 2024

4.4 Change of date for November Board Meeting to November 15, 2024

It was moved/seconded by Zarcufsky/Murphy to approve the consent agenda items.

Ayes 2, noes 0, abstain 0. Motion carried.

5.0 ACTION ITEMS

The Board is asked to receive/discuss/take action on the following items.

5.1 Increase revolving account balance to \$5000; add ATM card service

It was moved/seconded by Zarcufsky/Murphy to approve the increase of balance of the revolving account to \$5000 and add the ATM card service.

Ayes 2, noes 0, abstain 0. Motion carried.

5.2 Resolution of Sufficiency of Instructional Materials

Public Hearing Opens: 9:48

No comments

Public Hearing Closes: 9:49

It was moved/seconded by Zarcufsky/Murphy to adopt the resolution of Sufficiency of Instructional materials. Ayes 2, noes 0, abstain 0. Motion carried.

5.3 Delegation of District Representative for County Committee on School District Organization

It was moved/seconded by Zarcufsky/Murphy to appoint Dan Murphy as the District Representative for County Committee on School District Organization.

Ayes 2, noes 0, abstain 0. Motion carried

5.4 Appointment of Trustee Dan Murphy for an additional 4 year term on the board.

It was moved/seconded by Zarcufsky/Murphy to appoint Dan Murphy to the board for the 2024-2028 school year.

Ayes 2, noes 0, abstain 0. Motion carried

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

The Board is asked to receive/discuss; however, the Board may decide to take action at their discretion.

6.1 Prop 28 Arts fund planning

Opportunity to partner with Power House Arts Consulting - will report back next month with more information. The allocation for the school is \$977 yearly.

6.2 Information regarding Quarterly Williams Report

No complaints in the 3rd quarter

6.3 Superintendent's Report

Beth shared that we have a new student, which brings enrollment to 10 total. The school is getting updated with new furniture and technology needs as well as updated curriculum and resources. The board policy workshop was a big lift and the policy work continues. We have 2 independent study students and the lift of creating that program is large. All staff are pitching in but Becka and Zoe are holding the biggest lift.

6.4 Staff Report

No formal report from the staff: Beth is working on bringing a more formal report next month. The board asked to hear more about their challenges and successes, wanting to know if things are going alright.

7.0 BOARD MEMBER ANNOUNCEMENTS/COMMENTS/REPORTS

Gratitude to the staff and Beth for the direction of the school. There is excitement that there is a new student. and Dan for joining the board.

8.0 ADJOURNMENT

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Adjourn: 10:23am

Checks Dated 10/01/2024 through 10/31/2024

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3000254379	10/03/2024	EMPLOYMENT DEVELOPMENT DEPT	01-9540	3RD QTR PAYROLL TAXES		23.12
3000254380	10/03/2024	INFINITY COMMUNICATIONS & COMPLIANCE INC	01-5800	E-RATE CONSULTING		125.00
3000254381	10/03/2024	NORTH COAST SIG C/O KEENAN & ASSOC SETECH DEPT	01-9542	WC-INSTALLMENT 2 OF 4		1,211.25
3000254382	10/03/2024	P G & E	01-5520	UTILITIES		219.38
3000254383	10/03/2024	VALLEY PACIFIC PETROLEUM	01-4364	FUEL		737.74
3000254855	10/07/2024	IXL LEARNING	01-4312	SITE LICENSE-MATH & ELA		625.00
3000254856	10/07/2024	NEW LIFE SERVICE, INC	01-5800	MOLD INSPECTION		250.00
3000255328	10/10/2024	MAQUAH GOODSHIELD	01-5800	ELOP		1,200.00
3000256396	10/21/2024	Muizelaar, Zoe T	01-4396	SCHOOL LUNCHES/SUPPLIES	8.88	
			01-4710	SCHOOL LUNCHES/SUPPLIES	733.52	742.40
3000256397	10/21/2024	Wylie, Beth A	01-4310	MATERIAL/SUPPLIES	580.03	
			01-4396	MATERIAL/SUPPLIES	14.96	
			01-4710	MATERIAL/SUPPLIES	25.98	620.97
3000257006	10/28/2024	AT&T	01-5909	UTILITIES		88.74
3000257007	10/28/2024	Muizelaar, Zoe T	01-4310	TECHNOLOGY/MATERIAL&SUPPLIES	1,145.96	
			01-4400	TECHNOLOGY/MATERIAL&SUPPLIES	983.23	2,129.19
3000257008	10/28/2024	P G & E	01-5520	UTILITIES		190.12
3000257009	10/28/2024	Wylie, Beth A	01-4310	MATERIAL/SUPPLIES		407.93
3000257010	10/28/2024	CALIFORNIA SCHOOL BOARDS ASSOC	01-5210	POLICY DEVELOP WORKSHOP	5,275.00	
				TRAVEL EXPENSE	255.54	
			01-5300	GAMUT POLICY PLUS24/25	1,900.00	
				GAMUT POLICY PLUS24/25-SITE SETUP	500.00	7,930.54
3000257011	10/28/2024	LITERACY RESOURCES, LLC	01-4310	CURRICULUM		660.82
Total Number of Checks					16	17,162.20

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	16	17,162.20
	Total Number of Checks	16	17,162.20
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		17,162.20

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.

MAPLE CREEK ELEMENTARY SCHOOL
November 15, 2024
BOARD OF TRUSTEES MEETING

5.0 ACTION ITEMS

5.1 Resolution to increase revolving account balance to \$5000

5.2 Schedule Organizational Meeting for December 13, 2024

Maple Creek



Elementary School District

15933 Maple Creek Road • Korb, CA 95550 • Phone: 707-668-5596 • Fax: 707-668-4132

RESOLUTION TO ESTABLISH AND/OR INCREASE REVOLVING CASH FUND

The Governing Board of Maple Creek Elementary School District at their regular meeting on November 15, 2024, at Korb, CA approved the following resolution:

BE IT RESOLVED, that pursuant to Education Code 42800 through 42821, a revolving cash fund in the amount of \$2250 is hereby increased to \$5000, subject to the approval of the Superintendent of Schools, County of Humboldt.

BE IT FURTHER RESOLVED, the revolving fund shall not be authorized to expend any portion of the fund except for services or materials, the securing or purchasing of which is a legal charge against the Maple Creek Elementary School District.

PASSED AND ADOPTED:

Board President, Rama Zarcufsky

Ayes:

Noes:

Absent:

I hereby approve and increase the amount of the funds set forth in the foregoing resolution.

By: _____
Michael Davies-Hughes
Humboldt County Superintendent of Schools

Angela West
Director of Fiscal Services

Date: _____

Date: _____

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM #: 5.2

DATE: November 15, 2024

SUBJECT:

Scheduling Organizational Meeting for December 13, 2024

DEPARTMENT/PROGRAM:

Board Governance

ACTION REQUESTED:

To schedule the annual Organizational Meeting for December 13, 2024.

PREVIOUS STAFF/BOARD ACTION:

None

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

This action must be taken annually and in an election year, the organizational meeting must be held between December 13, 2024 and December 28, 2024. The annual board meeting schedule will be adopted at this meeting as well as the oath of office for new board members and the determination of all board members' roles and responsibilities.

MAPLE CREEK ELEMENTARY SCHOOL
November 15, 2024
BOARD OF TRUSTEES MEETING

6.0 Items for Discussion

6.1 First review of the revised Maple Creek Board Policies

One of the major functions of the Board of Education is to determine policies of operation for the Maple Creek Elementary School District (MCESD). MCESD has had several outdated policies that needed revision. MCESD worked in partnership with the California School Boards Association (CSBA) during this past year to develop and propose the attached revised policies which are the most current and compliant according to legal code and best practices in the state of California for public school systems. In formulating policies, the board, acting through its executive officer, the superintendent of schools, solicits the assistance of staff to develop and revise policies.

Proposals or amendments of board policy are adopted only after a thorough review. They are first introduced in writing (called “first reading”) during a school board meeting as requested during this current meeting, Friday 11/15. The attached policies represent a cooperative study by the board, administration, and appropriate school personnel. The board assumes sole responsibility and authority for the enclosed policies. These policies stand as written until proposals or amendments are approved by the board.

All of these policies have been developed for the purposes of the MCESD. It is the aim in policy development to continue the improvement of the program of instruction and school district performance toward better meeting the educational needs of our students. The goal is that these policies will serve as a guide to all the personnel of MCESD. The board will take action and be asked to approve these revised CSBA vetted policies at the upcoming board meeting on Friday, December 13, 2024 after this initial review.

6.2 Receive Humboldt County Office of Education's response to the 2024-2025 Adopted Budget.

Review approval status which is positive and both have been formally approved by the Humboldt County Office of Education. The board is to receive the knowledge that both have been approved. If there had been corrections, they would have been considered and reviewed by the board.

6.3 Superintendent's Report

A brief presentation about the current status at Maple Creek Elementary from the Superintendent.

6.4 Staff Report

A brief presentation about the current happenings at Maple Creek Elementary from the Staff.