



MEETING MINUTES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Secretary at (530) 472-3241. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

(28CFR 35.012-34.104 ADA Title II)

Any materials required by law to be made available to the public prior to a meeting of the Board of Trustees of the District can be inspected at the following address during normal business hours: District Office, 27635 Oak Run to Fern Rd, Oak Run, CA 96069

A copy of the agenda can also be viewed at the District's website: www.oakrunschool.org. The Board meeting will be held in person. For those individuals not attending in person, all public comments will need to be submitted to Becky Carr at bcarr@oakrunschool.org by 12:00 p.m. on the day of the Board meeting.

1. CALL TO ORDER

2. COMMUNITY INPUT

[No public comments](#)

A. Community Relations/Public Comment

3. CLOSED SESSION

A. Conference with Legal Counsel regarding Existing or Potential Litigation:

B. Conference with District Labor Negotiator: 1. (Government Code Section 54957.6)

4. OPEN SESSION

A. Call to Order

[The meeting was called to order at 5:11](#)

[Nothing to report out of Closed Session](#)

B. Pledge of Allegiance

5. REVIEW AND ACCEPTANCE OF AGENDA

[Motion - S. Kittrell](#) [Second - C. Maurer](#)

[Unanimous vote](#)

6. SUPERINTENDENT DISCUSSION ITEMS:

A. Superintendent Update

The current enrollment is 13 students onsite and 11 students in the Home School Program, for a total of 24 students. The base count should be 30 with attendance percentage factored in. The program will be revised to a Hybrid model inclusive of the Home School Program. It was noted that students must meet immunization requirements to attend onsite. Concerns regarding attendance were discussed, and emphasis was placed on the need to increase enrollment.

B. Literacy Coach and Reading Specialist Grant

The school received a literacy grant in the amount of \$450,000.00 to be allocated over four years. The grant is designated for literacy coaching and staff training. Administration is considering restructuring staffing by eliminating one aide position and opening two para-educator positions at 6.0 hours per day, with a portion of the cost charged to the grant. In addition, the possibility of hiring a full-time teacher was discussed to provide support for home school students in reading. It was noted that all expenditures from the grant must strictly follow the intended use guidelines.

C. Radio advertising our homeschool program

We currently have a commercial advertising the school. This is currently airing on multiple radio stations to increase enrollment and strengthen community awareness.

7. COMMUNITY INPUT

It was noted by a community member, that the current books used in the Home School program provide questions and answers but do not include the steps needed to reach the solutions. Much of the instructional material for teachers is available online. The Superintendent/Principal will follow up with the Home School teacher regarding these concerns.

Additionally, a citizen requested advertising regarding school activities also. It was reported that a commercial advertising the school is currently airing on multiple radio stations to increase enrollment and strengthen community awareness.

8. CONSENT AGENDA

A. SUPERINTENDENT (CONSENT)

Motion - K. Baugh Second - P. McConaughy

Unanimous vote

1. Minutes of Previous Meeting(s) (CONSENT)

B. HUMAN RESOURCES (CONSENT)

1. Employee Resignation

2. Updated Job Descriptions

C. BUSINESS AND FINANCE (CONSENT)

1. Check Resister for August 2025 (Consent)

2. Purchase Order resister for August 2025 (Consnet)

9. CURRICULUM AND INSTRUCTIONAL STUDENT SERVICES (CONSENT)

10. ACTION - DISCUSSION ITEMS:

A. CHILD WELFARE AND ATTENDANCE (CWA)

1. Williams 2025 Visit Update

It was reported that significant work has been completed in preparation for the Williams Act visit. However, the Facility Inspection Tool (FIT) was not completed last year.

2. Updated Substitute Pay Rate

Mr. Moore reported that he spoke with the Chief Business Officer (CBO) regarding the pay rate for certificated substitute teachers. The CBO indicated that no established rate currently exists. Mr. Moore recommended a Step 2 rate of \$200.00 per day for certificated substitutes.

Motion - K. Baugh Second - P. McConaughy

Unanimous Vote

B. HUMAN RESOURCES

1. Teacher Coverage Stipend

It was noted that Mr. Moore is unable to cover classrooms due to him being part time, in the absence of the regular teacher.

Motion - K. Baugh Second - P. McConaughy

Unanimous Vote

2. Closure of Full-Time Instructional Aide Position

Instructional Assistant resigned. This needs to be voted on regarding elimination of the position.

Motion - K. Baugh Second - P. McConaughy

Unanimous Vote

3. Approval of New Paraprofessional Positions

Mr. Moore reported that the district would need to hire two paraprofessional positions. He noted that three hours of each position's pay would be funded through the Literacy Grant.

Motion - S. Kittrell Second - P. McConaughy

Unanimous Vote

4. Music Instructor Contract

Mr. Moore proposed raising the rate for the Music Teacher to \$45.00 per hour. It was noted that this position also provides music instruction to Home School students and that the funding would come from Proposition 28.

Motion - S. Kittrell Second - P. McConaughy

Unanimous Vote

C. CURRICULUM AND INSTRUCTIONAL STUDENT SERVICES:

1. Proposition 28: Arts and Music in School Funding Plan

It was reported that Proposition 28 funds will be used exclusively for Music and Art programs. Mr. Moore reviewed the plan and current spending from the grant.

Motion - K. Baugh Second - S. Kittrell

Unanimous Vote

D. BUSINESS AND FINANCIAL SERVICES:

1. Presentation and Approval of 2024-2025 Unaudited Actuals (ACTION)

It was reported that SCOE has closed the books for the previous year. The appeal has been postponed to later in the year. SCOE emphasized the importance of increasing student enrollment, noting that higher student numbers are critical for the district to reach Band 2 and for the long-term sustainability of the school.

Motion - P. McConaughy Second - S. Kittrell

Unanimous Vote

2. GANN Resolution ORES 25/26-2

It was reported that the Gann Resolution, an annual requirement, uses activity from the previous year to determine the spending threshold for the current year.

Motion - P. McConaughy Second - K. Baugh

Unanimous Vote

11. CONSTRUCTION, MAINTENANCE, TRANSPORTATION, SAFETY AND GROUNDS:

A. Facility Master Plan Contract

It was reported that the district engaged Fred Consulting to conduct an School Facility Plan. The report is expected to be completed in approximately two weeks. The cost for this service is \$5,000.00, which is anticipated to be funded through the Modernization Grant. Mr. Moore will serve as Project Manager and coordinate with Fred Consulting. Mr. Moore requested board approval of the contract.

Motion - S. Kittrell Second - C. Maurer

Unanimous Vote

12. BOARD POLICIES AND ADMINISTRATION:

A. Updated Board Meeting Date

It was reported that the preferred day for regular board meetings is the third Thursday of each month. The board agreed.

Motion - S. Kittrell Second - P. McConaughy

Unanimous Vote

13. BOARD DISCUSSION ITEMS:

A. Board Trainings

Mr. Moore reported that the County will be hosting a Board Training on November 17th from 6:00pm to 8:00 pm. He will register all Board Members to attend.

B. Oak Run ESD Community School Support Committee Discussion

It was noted that community-supported activities would benefit from the formation of a

Community Committee to assume responsibilities and provide leadership for these events.

14. ADVANCED AGENDA:

15. UPCOMING EVENTS:

Upcoming events: : **Picture Day** - Sept. 22nd, **Lunch on the Lawn** - Sept. 26th, **U.S. Forest Service Event** - Oct. 10th.

16. ADJOURNMENT:

Board Adjourned to Closed Session @ 6:25pm

A. CLOSED SESSION (As needed)