



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

Call to Order: 4:36pm

S. Kittrell - Present
C. Maurer - Present
K. Baugh - Present
K. Bukowski - Present
S. Hill - Absent

D. Moore - Present

A. Election of Officers (ACTION)

Board Officer Nominations:

C. Maurer stated that she would like to nominate S. Kittrell for Board President and K. Baugh for Board Vice President.

S. Kittrell stated that she would like to nominate S. Hill for Board Clerk.

Motion:

Second: S. Kittrell

Vote Unanimous

B. Code of Ethics (ACTION)

All Board Members have signed the Code of Ethics

C. Adoption of the 2026 Board of Education Meeting Calendar (ACTION)

Meeting Schedule Adoption:

The Board discussed and adopted the regular meeting schedule of meeting every third Thursday of each month. Exceptions to this schedule include January, with meetings moved from January 15 to January 22; March 12, to be held only if needed; and June meetings scheduled for June 18 and June 19, as outlined in the provided documentation.

Motion to accept: K. Baugh

Second: C. Maurer

Unanimous vote to accept.

2. COMMUNITY INPUT

Community Member M. Brown commented that the new Board Positions sound good.

3. Community Relations/Public Comment on Close Session Items

4. CLOSED SESSION

Closed Session: 4:40pm

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

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

5. OPEN SESSION

Open Session: 5:36pm

Nothing to report out of Closed Session

A. Call to Order

Call to Order: 5:36pm

S. Kittrell - Present

C. Maurer - Present

K. Baugh - Present

K. Bukowski - Present

S. Hill - Absent

D. Moore - Present

B. Pledge of Allegiance

6. REVIEW AND ACCEPTANCE OF AGENDA

Board is recommended to approve the agenda with the change 11.1 Moving forward in discussion

Motion: C. Maurer

Second: K. Baugh

Unanimous vote for approval

7. SUPERINTENDENT DISCUSSION ITEMS:

A. Superintendent Update

1. Board Discussion Item – Low Enrollment and ADA

D. Moore referenced earlier discussion regarding enrollment numbers and stated that if enrollment does not increase, staff positions may need to be reduced. It was noted that as long as enrollment remains above six students, funding levels would remain the same. Potential reductions discussed included one teaching position and one office position.

D. Moore also commented on recent student performances, noting the high energy of the students and highlighting the musical performance held on Tuesday. The performance was described as remarkable, and it was expressed that it would have been encouraging to see greater community attendance. D. Moore further noted that students also performed very well when singing at the store and suggested that similar opportunities should be expanded next year.

C. Maurer commented that Becky raised expectations and the students rose to meet them, demonstrating that they are capable of achieving at a high level.

B. Shasta County Office of Education Business Oversight Expert Report

R. Fauss stated that it has been a joy to see positive developments taking place and that the best-case scenario is beginning to unfold. R. Fauss expressed appreciation to S. Bukowski and S. Kittrell and thanked the Board for the opportunity to be a part of the process.

8. COMMUNITY INPUT

P. McGeneghy stated that she had heard the bill was reduced from \$825,000 to \$325,000, with only \$20,000 owed in the current year. She also inquired whether the school is moving forward with the remodel. It was noted that Peggy has additional information regarding the boundary lines. The parcel in question was reported to have no land value according to the county.

9. CONSENT AGENDA

A. SUPERINTENDENT (CONSENT)

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

Motion to Approve: K. Baugh

Second: S. Kittrell

Unanimous vote to approve

B. HUMAN RESOURCES (CONSENT)

1. Board Action Item – Salary Adjustment for School Cook

C. BUSINESS AND FINANCE (CONSENT)

1. Check Register for November 2025 (Consent)

2. Purchase Order resister for November 2025 (Consent)

10. CURRICULUM AND INSTRUCTIONAL STUDENT SERVICES (CONSENT)

Nothing to Report

11. ACTION - DISCUSSION ITEMS:

A. CHILD WELFARE AND ATTENDANCE (CWA)

1. Attendance Report

Average Attendance : 91%

D. Moore commented that he would like to get attendance up to 93%

B. HUMAN RESOURCES

1. Approval of Additional Paid Period Days for the Superintendent

Motion to approve: K. Baugh

Second: C. Maurer

Unanimously approved

C. CURRICULUM AND INSTRUCTIONAL STUDENT SERVICES:

1. 2026–2027 School Year Calendar Proposal

Motion to approve: K. Baugh

Second: C. Maurer

All unanimously approved

2. 2025 California Dashboard Preview (DISCUSSION)

We are a very small school but this was presented. Data is not relevant to a small school district.

3. Midyear Update on the Local Control and Accountability Plan (LCAP)

D. Moore stated that he is seeing progress and would like to see continued changes next year. He expressed a desire to focus on staff training and the development of systems to support improvement. D. Moore recommended forming an LCAP committee that includes a Board member who has children enrolled at the school. He also emphasized the importance of providing the Board with clearer, more comprehensive data and noted that additional training has not yet taken place.

D. BUSINESS AND FINANCIAL SERVICES:

1. Review and Approval of 2025-2026 First Interim Report (ACTION)

Donnelle presented the budget report, noting that revenues were significantly higher than anticipated, while expenditures remained generally in line with those adopted by the Board. The school remains in Band 1. Significant changes included the Literacy Coach Grant and ELOP funding, which was larger than expected. Updated salaries, benefits, books, and supplies were also reviewed.

Donnelle discussed changes in special education, including JPA matters, and noted that the appeal is gaining attention. A summary of expenses indicated that spending is tracking closely to projections. Despite difficult decisions, these actions are preserving the school district, and the district is meeting the criteria for a positive certification.

Donnelle added positive comments, recognizing Michelle Butcher for her phenomenal work with the district's financial records. She noted that the level of oversight required by the district is beginning to lessen and that she will not need to be on campus as frequently.

D. Moore commented that with some financial breathing room, the district will begin implementing additional programs once enrollment exceeds 25 students. He expressed confidence that the district will remain stable and continue to succeed with sound decision-making.

Donnelle advised that it is a good practice to avoid drawing too heavily from reserves and congratulated the School Board. She stated that her team will continue working alongside the district.

Motion to approve: C. Maurer
Second: S. Kittrell

Unanimously approved

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Choose File No file selected

Ask anything

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

A. Update on Maintenance Projects

It was reported that the grant is approximately two or more years away. The district currently has \$80,000 available for planning purposes. Fred will continue to work with the district throughout the process. Overall, facilities were reported to be in fairly good condition.

Planned maintenance and improvement items include applying two coats of paint to existing wood surfaces, completing field work including sprinkler repairs estimated at \$2,000-\$3,000, grading and reseeding the field in the spring, and repairs to the pump house.

13. BOARD POLICIES AND ADMINISTRATION:

A. Update on updating Board Policies

This is a work in progress....we don't have it as of now. D. Moore suggests that every quarter we go through a portion.

14. BOARD DISCUSSION ITEMS:

Nothing to report

15. ADVANCED AGENDA:

It was noted that the school had hoped for greater community attendance at the recent musical

performance. A community member spoke regarding the possibility of hosting an event that would include alumni, with a potential collaboration between Kim and Peggy discussed.

D. Moore added that Board training, including ethics training, should be completed by January 1.

Board vision, Board responsibility, where do we want to go....February/March

16. UPCOMING EVENTS:

Christmas School Break through Jan. 5th

17. ADJOURNMENT:

Board Meeting adjourned at 6:55pm

A. CLOSED SESSION (As needed)