Maple Creek Elementary School District Board of Trustees

November 10th, 2023 9:30 AM 15933 Maple Creek Road - Korbel, CA 95550 Link to Live Stream:

https://humboldtcoe.zoom.us/j/94137423979

Regular Meeting Agenda

1.0 CALL TO ORDER

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 October 13, 2023 Regular Board Meeting
- 4.2 Review Warrants October 2023
- 4.3 Review Payroll October 2023

5.0 ACTION ITEMS

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

5.1 Set Date for Annual Organizational Meeting

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 Discussion Regarding Draft Lapsation Resolution for 2024-2025 School Year
- 6.2 Review the Proposed Regular Meeting Dates and Times for 2024-25
- 6.3 Discussion Regarding Outdoor Education
- 6.4 Superintendent's Report

7.0 BOARD MEMBER ANNOUNCEMENTS/COMMENTS/REPORTS

8.0 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. Korbel, 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 10, 2023 BOARD OF TRUSTEES MEETING

4.0 CONSENT AGENDA

- 4.1 Attachment Minutes from October 13th, 2023 Board Meeting
 - 4.2 Attachment -October 2023 Warrants
 - 4.3 Attachment October 2023 Payroll

Maple Creek Elementary School District Board of Trustees

October 13, 2023 9:30 AM 15933 Maple Creek Road - Korbel, CA 95550

Regular Meeting Minutes

CALL TO ORDER 1.0

President Zarcufsky called the regular meeting of the Maple Creek Elementary School District Board of Trustees to order at 9:44 AM with a guorum present.

PRESENT: Rama Zarcufsky and Jill Giordano

ABSENT:

Laura Borusas

STAFF PRESENT:

Colby Smart, Mendie Ballester, Jacklyn Johnson

2.0 ADJUSTMENT OF THE AGENDA

There were no adjustments to the agenda.

3.0 PUBLIC COMMENTS

There were no public comments.

4.0 PUBLIC HEARING

Sufficiency of Standards-Aligned Textbooks and Instructional Materials

President Zarcufsky called the Public Hearing of Sufficiency of Standards-Aligned Textbooks and Instructional Materials to order at 9:45 AM with a quorum present.

There was no public comment.

President Zarcufsky adjourned the Public Hearing of Sufficiency of Standards-Aligned Textbooks and Instructional Materials to order at 9:45 AM.

5.0 **CONSENT AGENDA**

It was moved/seconded by Giordano /Zarcufsky to approve the consent agenda. Ayes 2, Noes 0, absent 1, abstain 0. Motion carried.

Action was taken on the following consent items:

- 5.1 Approve Minutes of the September 11, 2023 Regular Board Meeting
- 5.2 Approve Minutes of the September 11, 2023 Maple Creek/Kneeland Joint Meeting

- 5.3 Review Warrants September 2023
- 5.4 Review Payroll September 2023
- 5.5 Receive and approve Quarterly Report on Williams Uniform Complaints

6.0 ACTION ITEMS

6.1 Adopt Resolution of Sufficiency of Instructional Materials

Superintendent Smart reported on the instructional materials located on site. President Zarcufsky directed Superintendent Smart to research and update the science curriculum.

It was moved/seconded by Zarcufsky/Giordano to adopt the resolution of Education code Section 60119 Sufficiency of Instructional Materials with the finding of sufficient materials. Ayes 2, noes 0, absent 1, abstain 0. Motion carried.

6.2 Selection of District Representative to Serve on Delegation that Will Elect Members of the County Committee

Smart reviewed the purpose of selecting a district representative that will then elect member of the County Committee. Giordano volunteered to represent Maple Creek Elementary School District.

It was moved/seconded by Zarcufsky/Giordano to delegate Giordano as the Maple Creek Elementary School district representative. Ayes 2, noes 0, absent 1, abstain 0. Motion carried.

6.3 Transportation Service Agreement with Northern Humboldt Union High School District for 2023-24

Smart reviewed the services and costs within the transportation agreement to be provided for the 2023-2024 school year by Northern Humboldt Union High School District.

It was moved/seconded by Zarcufsky/Giordano to adopt the Transportation Service Agreement with Northern Humboldt Union High School District for 2023-24. Ayes 2, noes 0, absent 1, abstain 0. Motion carried.

7.0 DISCUSSION/ACTION ITEMS

7.1 Discussion Regarding Possible Waiver for 2024-25

Smart invited the board to discuss options for either moving forward with a waiver for 2024-25 or merging with another school district. A discussion ensued regarding lapsation and President Zarcufsky directed Superintendent Smart to begin the process of applying for a waiver.

7.2 Discussion regarding Outdoor Learning and Science Curriculum

Smart reported on the plan for an outdoor learning area including a garden and greenhouse. Giordano requested Smart research programs such as STEM or Alice Waters Garden School. Smart will compile the list and report back at the November meeting.

7.4 Superintendent's Report

Smart reported on the following items:

- Maple Creek brochure being created by the HCOE Community Outreach and Engagement department
 - To be used for recruitment efforts
- Welcome back event was a big success
 - Smart felt welcomed by community members
- Staff appreciation shout-out
 - Smart spoke about the dedicated staff
- CAASPP data will be released in November
- Begin planning for TK classroom in 2024-25
 - Hopes to involve Early Education specialist in planning phase

8.0 BOARD MEMBERANNOUNCEMENTS/COMMENTS/ REPORTS

Zarcufsky expressed his gratitude to Smart for his involvement and commitment as Interim Superintendent.

9.0 ADJOURNMENT

President Zarcufsky adjourned the meeting at 10:11 AM.

ecks Date	d 10/01/202:	Checks Dated 10/01/2023 through 10/31/2023				
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3000218091	10/05/2023 AT&T	AT&T	01-5520	ULTILITIES		82.84
3000218092	10/05/2023	10/05/2023 EMPLOYMENT DEVELOPMENT DEPT	01-9540	3RD QTR 2023	A CONTRACTOR OF A STATE OF A STAT	10.11
3000218093	10/05/2023	NORTH COAST SIG C/O KEENAN & ASSOC SETECH	01-9542	INSTALLMENT 2-WC		1,507.00
3000218094	10/05/2023 P G & E	PG&E	01-5520	ULTILTIES		198.36
3000218095	10/05/2023	Revolving Cash Fund	01-5886	SERVICE CHARGE		20.00
3000218791	10/12/2023	10/12/2023 VALLEY PACIFIC PETROLEUM	01-4364	TRANSPORTATION		500.58
3000219176	10/16/2023	AT&T	01-5909	ULTILITES	51.57	
				ULTILITIES	27.12	78.69
3000219177	10/16/2023	10/16/2023 LES SCHWAB	01-4361	TIRES	629.98	
			01-5800	LABOR	159.91	789.89
3000219178	10/16/2023	10/16/2023 Muizelaar, Zoe T	01-4364	SCHOOL LUNCHES/WASTE/FUEL	100.02	
			01-4710	SCHOOL LUNCHES/WASTE/FUEL	351.36	
			01-5560	SCHOOL LUNCHES/WASTE/FUEL	12.00	463.38
3000219179	10/16/2023	10/16/2023 PIERSON BLDG CENTER	01-4374	CUSTODIAL SUPPLIES		6.11
3000219180	10/16/2023	UBEO BUSINESS SERVICES	01-5637	CONTRACT		71.45
				Total Number of Checks	=	3,728.41

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	11	3,728.41
	Total Number of Checks	17	3,728.41
	Less Unpaid Sales Tax Liability		00.
	Net (Check Amount)		3,728.41

Pay Date 10/31/2023

EARNINGS by Earnings Code	Code	Income	7	Adjustments	TAXES	Employee	Employer	Total	Subject Grosses
No Gross Pay				2.00	Federal Withholding	560.43		560.43	11,527.32
Regular		11,657.77			State Withholding	172.14		172.14	11,527.32
					Social Security	195.61	195.61	391.22	3,155.00
					Medicare	169.04	169.04	338.08	11,657.77
					INS		5.83	5.83	11,657.77
					Workers' Comp		306.32	306.32	11,657.77
TOTAL		11,657.77		2.00	SUBTOTAL	1,097.22	676.80	1,774.02	
EARNINGS by Group		Income	7	Adjustments	REDUCTIONS	Employee	Employer	Total	Subject Grosses
Base Pay		7,126.00			STRS / 60	286.48	533.82	820.30	2,794.88
Extra Duty		4,506.77			STRS Other	156.03-		156.03-	
Miscellaneous				2.00					
Stipends		25.00							
TOTAL		11,657.77		2.00	SUBTOTAL	130.45	533.82	664.27	
EARNINGS	4	Person Type	Female	Employees	DEDUCTIONS	Employee	Employer	Total	Subject Grosses
Certificated	2	8 502 77	-	5 707 89	Summer Savings	837.95		837 95	5 027 68
Classified	-	3,155.00	-	3,155.00					
TOTAL	8	11,657.77	2	8,862.89	SUBTOTAL	837.95	00.	837.95	
Ŧ					TOTALS	2,065.62	1,210.62	3,276.24	
Vendor Summary for Pay Date 10/31/2023	y Date 10/31/202	33			Cancel/Reissue for Process Date 10/31/2023	ss Date 10/31/2023			
Vendor Checks					Reissued				
Vendor Liabilities					Cancel Checks Void ACH				
BALANCING DATA					NET				
		9,592.15	9,592.15 Net Pay		Direct Deposits	9,558.69	4		
Gross Earnings	11,657.77	2,065.62	2,065.62 Deductions		Checks	33.46			
Course Figure 1	12,868.39	12,868.39			Negative Net				
					Check Holds Zero Net				
					TOTAL	9.592.15	2		

				Check Msn	lsg.			12			
Amaro, Deir	Amaro, Deirdre L (000016) 8545	3545		1			2		18)
Pay Date 10/31/23	Pay Cycle 10/#2	Check Location D100 - Maple Creek	FTE Retire Plan 0.00000	Federal S 0	State S 0:0	Check # (C)		Net Pay 33.46	Status Open	Calculated 10/18/2023	2:00:53AM
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		100.00 % (000619) 01-650 Total	100.00 % (000619) 01-6500-0-5760-1190-1104-000-0000 Total 1.00	00	1	0.00					
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Johnson, Ja	Johnson, Jacklyn D (000005) 5194	5) 5194		Check Msg	/sg						
Pay Date 10/31/23	Pay Cycle 10/#2	Check Location D100 - Maple Creek Elementary SD	FTE Retire Plan 0 80000 SINGLE: STRS	Retire Plan Federal State ACH # (D) S 0 M 0:0 SINGLE: STRSO (Non-Member or Retiree[R]) is primary, no secondary	State M 0:0 Retiree[R	ACH # (D)	ndary	Net Pay 4,189.73	Status Open	Calculated 10/18/2023	2:00:53AM
Effective 07/01/23	Source Assign	Earnings Description (Pos#3-4(0)) SPECIAL PROJECTS TEA		Pay Rate 5,798.00	Units	Earnings Retire Plan 3,478.80 STRSO(2)	stire Plan 'RSO(2)	Assn/Work 61	o o	Ret Earn 3,478 80	Pay Rate PC 5,798.00 3
07/01/23	Assign	100.00 % (001559) 01-000° (Pos#9-3(0)) SPED SUPPORT 100.00 % (000734) 01-6500	100.00 % (001559) 01-0001-0-1110-1000-1105-000-0000 is#9-3(0)) SPED SUPPORT 100.00 % (000734) 01-6500-0-5760-1120-1104-000-0000	00 5,798.00 00		1,159.60 STRSO(2)	RSO(2)	19	0	1,159.60	5,798.00 3
10/31/23	Adjust	(XTRA HR) Additional Earnings 100.00 % (001724) 01-2600-	RA HR) Addıtional Earnings 100.00 % (001724) 01-2600-0-8500-5000-1150-000-0000	45.51	4.50	204.80 STRSO(2)	rRSO(2)	61	0	204.80	45.51 4
10/31/23	Adjust	(XTRA HR) Additional Earnings 100.00 % (000086) 01-0000	RA HR) Additional Earnings 100.00 % (000086) 01-0000-0-1110-1000-1150-000-0000	45.51	19 00	864 69 STRSO(2)	rRSO(2)	61	0	864.69	45.51 4
		Total			23.50	5,707.89					
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			Total Deduction	Total Deductions, *Reductions, Contributions	ontributic	suo	1,518.16			235.59	
Bank			Account #	TRN#		Direct Deposit Amount	at Amount				

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Bank COAST CENTRAL CREDIT UNION Muizelaar, Gijs (000013) 8630								
Muizelaar, Gijs (000013) 8630	EDIT UNION	Account # Ending with 4571 (Checking)	TRN# 321172248	Direct Deposit Amount 4,189.73	73			
	8630		Check Msg					:
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		Total		165.00	3,155.00					
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10/31/23	(MEDICARE) Medicare	Medicare	(999999/005) Maple Creek ESD Payroll	D Payroll -	3,155.00	45.75	3,155.00	0 45.75		
10/31/23	(OASDI) Social Security	aal Security		3D Payroll -OAS	3,155.00	195.61	3,155.00	195.61		
10/31/23	(SIT) State Withholding	Vithholdina	(999999/003) Maple Creek ESD Payroll - SIT	3D Payroll - SIT	3,155.00	38.81				
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			Total Deductions, *Reductions, Contributions	ctions, Contributio	Suc	343.85		325.84		
Bank LOS ANG	SELES POLICE	A LOS ANGELES POLICE CREDIT UNION	Account # Ending with 4986 (Checking)	TRN # 322078493	Direct Depo	Direct Deposit Amount 2,811.15				

Orlandi, Wei	Orlandi, Wendy (000001) 0293	93			Check Msg	Msg	11.2					
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Effective Source 10/31/23 Adjust	Effective Source 10/31/23 Adjust	Earnings Description Adjustment (NO GROSS) No Grosses 1.00 100.00 % (000151) 01-0000-0-1192-7100-1301-000-0000 Total 1.00	0-1192-71	Adjustment 1.00 00-1301-000-0000	Pay Rate	Units	Earnings Retire Plan Assn/Work STRSO(1)	lan Assn/		8	Ret Earn	Pay Rate PC
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Bank U.S BANK,N.A	IK,N.A		Accol	Account # Ending with 0434 (Checking)	TRN # ing) 121122676	929	Direct Deposit Amount 122.57	Amount 122.57				

Selection Grouped by Employee - Sorted by Employee, (Org = 29, CAST (Pay Date AS DATE) = '10/31/2023', Amounts = S, Net Pay Opt = N, Accounts? = Y, Pg Brk? = N)

G ERP for California Page 3 of 4

Pay Date 10/31/2023

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SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM: 5.1 DATE: November 10, 2023

SUBJECT:

Set Date for Annual Organizational Meeting *12/8/23

DEPARTMENT/PROGRAM:

Board of Education

ACTION REQUESTED:

The Board is being asked to approve the date for the annual organizational meeting to be scheduled on the December board agenda.

PREVIOUS STAFF/BOARD ACTION

Education Code Section 1009 requires that an organizational meeting take place annually on, or after the second Friday in December. The election of board officers and a calendar of board meetings will be adopted at the December meeting.

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED

Attached is a draft meeting calendar for 2024. The calendar has been drafted based on meeting the second Friday of the month at 9:30 AM. The December meeting is scheduled for the second Friday in December.

FISCAL IMPLICATIONS

None

CONTACT PERSON(S)

Colby Smart, Interim Superintendent

MAPLE CREEK ELEMENTARY SCHOOL NOVEMBER 10, 2023 BOARD OF TRUSTEES MEETING

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

6.1 Attachment - Draft Resolution to Defer Lapsation

6.2 Attachment -Review Proposed Regular Meeting Dates and Times for 2024-2025

6.3 No Attachment
Discussion Regarding Outdoor Learning and Science Curriculum

6.4 No Attachment Superintendent's Report

RESOLUTION OF THE GOVERNING BOARD OF THE MAPLE CREEK ELEMENTARY SCHOOL DISTRICT TO DEFER LAPSATION FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, Maple Creek Elementary School District ("Maple Creek" or the "District") is a remote, frontier, and small school district serving students in Transitional Kindergarten through 8th grade with a current enrollment for the 2023-2024 school year of 3 students in grades TK-8.

WHEREAS, Education Code section 35780 provides that a school district that has been organized for more than three years shall be lapsed if the average daily attendance of pupils in the school or schools maintained by the school district is less than six in kindergarten and grades 1 to 8, inclusive.

WHEREAS, Education Code section 35780 further provides that the county board of education may defer lapsation of the school distract for one year upon adoption of a resolution approved by a majority of the members of the governing board of the school district and written concurrence of the county superintendent of schools.

WHEREAS, the District's enrollment has ranged between 3 and 11 students for the past five years.

WHEREAS, the District is aware of at least 10 children residing within District boundaries who will be reaching Transitional Kindergarten or Kindergarten age over the next two years. Five of whom will become eligible to enroll for the 24-25 school year bringing the projected enrollment for 24-25 to 8-10 students.

WHEREAS, the District has recently been awarded two grants including a five (5) year ArtSEL grant.

WHEREAS, under the previous statutory framework, the District has successfully submitted waiver requests to the California State Board of Education to waive the lapsation requirement on May 8, 2019 and to the Humboldt County School Board on October 13, 2021.

WHEREAS, the District received a lapsation deferral from the County Board of Education for the 2022-2023 and 2023-2024 school years..

WHEREAS, the continued operation of Maple Creek is critical to the safety and well-being of its students and essential to the community.

WHEREAS, the District is located in a remote and rural area and transportation in and out of the area can be very treacherous with road conditions that often include downed trees, ice, snow and mudslides.

WHEREAS, the Maple Creek academic program is a quality program in a neighborhood setting and is accessible to parents who are very involved in their children's education.

WHEREAS, the District has been an important part of the community for many years and continues to be a crucial community asset. Recent upgrades to high-speed fiber internet service and technology purchases provide daily internet access for students and community members.

WHEREAS, as the only public facility in the area, the school serves both as an educational facility as well as a community gathering place.

WHEREAS, on November 6, 2023, the Maple Creek School Site Council/School Advisory Committee recommended that the Governing Board approve a resolution requesting a lapsation deferral for the 2024-2025 school year.

WHEREAS, pursuant to Education Code section 35780, the Governing Board may adopt a resolution requesting that the county board of education defer lapsation for one year; and

WHEREAS, the Governing Board is committed to the continued operation of Maple Creek and seeks to defer lapsation for the 2024-2025 school year on the grounds that it is in the best interests of the students safety and well-being as well as in the best interests of the community.

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NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Maple Creek Elementary School District, as follows:

1. The foregoing recitals are true and correct.

2. The Governing Board adopts this Resolution to request the County Board of Education defer lapsation of the District for the 2024-2025 school year.

3. The Superintendent or his designee is authorized to take any and all actions necessary to effect the intent of this Resolution, including, without limitation, to request written concurrence from the County Superintendent of Schools and submit this Resolution and the written concurrence to the County Board of Education.

This resolution is PASSED AND ADOPTED by the Board of Education of the Maple Creek Elementary School District on Month, Day, year, by the following votes:

A	AYES:	
1	NOES:	
A	ABSTAIN:	
A	ABSENT:	
and corr	by certify, on this day of Dec	ducation of Maple Creek Elementary School District cember 2023, that the foregoing document is a true lest County Board of Education Defer Lapsation eting held on December, 2023.
	Ву:	- <u> </u>
		Clerk of the Board of Education
		Maple Creek Elementary School District

MAPLE CREEK ELEMENTARY SCHOOL DISTRICT 2024 PROPOSED MEETING SCHEDULE

January 12, 2024

February 9, 2024

March 8, 2024

April 12, 2024

May 10, 2024

June 14, 2024

July 12, 2024

August 9, 2024

September 13, 2024

October 11, 2024

November 8, 2024

December 13, 2024 - Organizational Meeting

Board meetings are held at Maple Creek Elementary School and begin at 9:30 AM