

**MANZANITA ELEMENTARY SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES**

DATE: December 10, 2025

TIME & PLACE: 6:00 p.m., Manzanita Elementary School, Room 2

MEMBERS PRESENT: John Cooprider, Clark Stowe, Matthew Thompson, Bri Valdivia, Jake Wilson

MEMBERS ABSENT: None

GUESTS: Lora Askea, Michelle Cable

DISTRICT PERSONNEL: Clint Johnson, Reyna Rosas

I. CALL TO ORDER:

- A. Open Session
 1. Roll Call, Flag Salute

The meeting was called to order at 6:00 p.m. by Board President, Jake Wilson.

II. ANNUAL ORGANIZATIONAL MEETING:

- A. Election of the President of the Board of Trustees for the 2026 calendar year.

A motion was made by Clark Stowe and seconded by John Cooprider to elect Matt Thompson as the President of the Board of Trustees for the 2026 calendar year. The motion passed.

Ayes: Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 61

- B. Election of the Clerk of the Board of Trustees for the 2026 calendar year.

A motion was made by Jake Wilson and seconded by Clark Stowe to elect Bri Valdivia as the Clerk of the Board of Trustees for the 2026 calendar year. The motion passed.

Ayes: Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 62

C. Appointment of Clint Johnson, Superintendent, as Secretary to the Board of Trustees for 2026 calendar year.

A motion was made by Bri Valdivia and seconded by Jake Wilson to appoint Clint Johnson, Superintendent, as Secretary to the Board of Trustees for 2026 calendar year. The motion passed.

Ayes: Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 63

D. Establishment of the date, time and place of the regular board meetings for the 2026 calendar year and approval of the 2026 Calendar Year, “Schedule of Regular School Board Meetings”.

A motion was made by Jake Wilson and seconded by Clark Stowe to establish the date, time and place of the regular board meetings for the 2026 calendar year and approval of the 2026 Calendar Year, “Schedule of Regular School Board Meetings” with the exception of the September and October Meeting dates, which were tabled until the January Meeting. The motion passed.

Ayes: Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 64

III. APPROVAL OF AGENDA, AGENDA ORDER, AND MINUTES:

A. Approval of the Agenda and permission for the Board President to change the sequence of the Agenda as he deems appropriate.

A motion was made by Clark Stowe and seconded by Jake Wilson to approve the Agenda, as presented. The motion passed.

Ayes: Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 65

B. Approval of the Minutes of the Regular Board Meeting held on November 12, 2025.

A motion was made by Bri Valdivia and seconded by John Cooprider to approve the Minutes of the Regular Board Meeting held on November 12, 2025. The motion passed.

Ayes: Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 66

IV. COMMENTS FROM BOARD MEMBERS

Jake Wilson: Took a moment to remember past board member, Jackie Fields.

Bri Valdivia: Christmas Posada was a success.

V. HEARING SESSION / PUBLIC FORUM:

Anyone wishing to address the Board on items on or off the agenda may do so at this time. No action may be taken on items that are not listed as Action Items. Comments are limited to 3 minutes and 20 minutes each subject matter.

Michelle Cable: Reminded everyone that the Christmas Program is next week.

VI. COMMUNICATIONS:

A. Principal/Superintendent Report

- Preliminary Audit: Only one finding related to ELOP language.
- Spoke with Steve Jackson at Butte County Public Works in regards to the traffic during pick-up and the overall situation of the four-way intersection. We are looking at a “walk-audit” in February. Pizza with the Principal is tomorrow.
- Well Project: Should have an agreement emailed to us this week.

- SpEd: Adding an aide and changing an aide's schedule to accommodate the caseload.
- Parent conferences happening this week.
- Sports: Boys basketball starting soon with 6th, 7th and 8th grade teams.
- Attended Believe at PVHS with K/1
- Lots of holiday spirit: Staff competitions, student spirit days, Secret-Santa gift exchanges, Christmas Posada, Christmas Program next week.

VII. INFORMATION:

C. Conduct the First Reading – CSBA/GAMUT Board Policy Updates, November 2025 Release.

INFORMATION

VIII. OLD BUSINESS:

No Old Business.

IX. NEW BUSINESS:

No New Business.

X. CONSENT AGENDA:

All matters listed under the Consent Agenda are routine and will be acted upon by one motion and vote. If an item needs further clarification and/or discussion, it may be removed from the Consent portion of the agenda and then be acted upon as a separate item.

A. Consider the approval of the November 2025 Vendor Warrants.

A motion was made by John Cooprider and seconded by Clark Stowe to approve the November 2025 Vendor Warrants. The motion passed.

Ayes:	Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes:	None
Abstained:	None
Absent:	None

MOTION # 67

XI. PERSONNEL ACTION:

A. Consider the approval of the following extra duty assignment for the 2025-2026 school year, as per the certificated contract:

7th Grade Boys Basketball Coach: Caleb Sawyer

A motion was made by John Cooprider and seconded by Bri Valdivia to approve Caleb Sawyer as the 7th Grade Boys Basketball Coach for the 2025-2026 school year, as per the certificated contract. The motion passed.

Ayes: Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 68

B. Consider the approval of the following walk-on coaching assignments for the 2025-2026 school year:

8th Grade Boys Basketball Coach: Libby Tolman and Christy Santillan

A motion was made by Bri Valdivia and seconded by John Cooprider to approve Libby Tolman and Christy Santillan as the 8th Grade Boys Basketball Coaches for the 2025-2026 school year. The motion passed.

Ayes: Cooprider, Stowe, Thompson, Valdivia, Wilson
Noes: None
Abstained: None
Absent: None

MOTION # 69

XII. CLOSED SESSION

(If the Board recesses to Closed Session, the purpose of the session will be announced; any action taken in Closed Session will be announced in Open Session prior to the adjournment of the Public Meeting).

- A. Public Employment Appointment of Personnel as listed under "Personnel Action" below; Pursuant to Government Code Section 54957
- B. Classified, Certificated, Classified Confidential, and Management Personnel Discipline, Dismissal and/or Release; Pursuant to Government Code Section 54957
- C. Public Employee Performance Evaluation of Classified, Certificated, Classified Confidential, Management and Superintendent; Pursuant to Government Code Section 54957
- D. Litigation; Pursuant to Government Code Section 54956.9
- E. Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)

F. Security Matters Pursuant to Government Code 54957

The board recessed to closed session at 6:20 p.m.

XIII. RECONVENE TO TAKE PUBLIC ACTION ON CLOSED SESSION ITEMS:

The board reconvened at 7:50 p.m. No action was taken during closed session.

XIV. ADJOURNMENT:

A motion was made by Jake Wilson and seconded by John Cooprider to adjourn the meeting. The meeting was adjourned at 7:51 p.m.

Respectfully submitted,

Clint Johnson, Secretary to the Board

Approved:

Matthew Thompson, Board President

Bri Valdivia, Board Clerk

John Cooprider, Board Member

Clark Stowe, Board Member

Jake Wilson, Board Member

Motions to Date: 69
Resolutions to Date: 3