

# APPROVED MINUTES

## REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, February 19, 2025 (4:30 PM)

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### ROLL CALL

ROLL CALL UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

**BOARD MEMBERS**      Dianna Driller  
                                 Kirsten Livak  
                                 Denyelle Nishimori

### ALSO, IN ATTENDANCE

Superintendent Chief Learning Officer Kerstin Kramer, Assistant Superintendent Chief Business Officer Todd Rivera, Assistant Superintendent of Educational Services Shaun Roderick, Executive Director of Student Services Annamarie Cohen, Chief Technology Officer Edward Hilton, and Executive Assistant Lupita Vazquez.

### 1.0 Call to Order

President Driller called the meeting to order at 4:30 p.m.

### 2.0 Public Comment on Closed Session

**2.1 No action or discussion shall be undertaken on any item not appearing on the posted agenda except the Members of the Board or the Tahoe Truckee Unified School District Staff may briefly respond to statements made or questions posed. (Government Code 54954.2) Three (3) minutes per comment is the time limit for any audience member comment for a total of 30 minutes.**

### 3.0 Closed Session

**3.1 Public Employee Performance Evaluation GC 54957 - Superintendent Chief Learning Officer**

**3.2 Conference with Labor Negotiators-Government Code 54957.6 Kerstin Kramer, Superintendent CLO, Todd Rivera, Assistant Superintendent Chief Business Officer, and Mike Shepherd, Executive Director of Human Resources, will conference with the Board regarding negotiations with Tahoe Truckee Education Association (TTEA), California School Employees Association (CSEA), Confidential, and Management**

**3.3 Public Employment Certificated, Classified, Confidential, and Management**

### 4.0 Call to Order, Pledge of Allegiance, and Roll Call

President Driller reconvened the meeting at 5:30 p.m.

### 5.0 Open Session/Report out Action Taken in Closed Session

**5.1 Open Session - President will Report out any Action Taken in Closed Session**

No reportable action was taken in closed session.

### 6.0 Approval of Agenda

## **6.1 Approve February 19, 2025, Board Meeting Agenda**

**Recommendation:** Approve February 19, 2025, Board Meeting Agenda

### **ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve February 19, 2025, Board Meeting Agenda'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Dianna Driller Yes  
Kirsten Livak Yes  
Denyelle Nishimori Yes

## **7.0 Public Comment**

**7.1 No action or discussion shall be undertaken on any item not appearing on the posted agenda except the Members of the Board or the Tahoe Truckee Unified School District Staff may briefly respond to statements made or questions posed. (Government Code 54954.2) Three (3) minutes per comment is the time limit for any audience member comment for a total of 30 minutes.**

## **8.0 School Showcase**

### **8.1 North Tahoe High School Showcase**

The Principal of North Tahoe High School provided an update to the board.

## **9.0 Recognition of Contribution to Educational Community**

### **9.1 Superintendent CLO Kramer will Recognize SWEP's (Sierra Watershed Education Partners) Contributions to the Educational Community**

## **10.0 Superintendent's Report**

### **10.1 Superintendent Chief Learning Officer - District Update for the Board**

The Superintendent's report can be viewed at [tahoetruckeemedia.org](http://tahoetruckeemedia.org).

## **11.0 Grant**

### **11.1 Accept Grant from Excellence in Education to Support the Career and Technical Education (CTE) Program**

This grant will support funding for the Career and Technical Education (CTE) work-based experiences for TTUSD students.

**Recommendation:** Accept the grant from Excellence in Education to support the Career and Technical Education (CTE) Program.

### **ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Accept the grant from Excellence in Education to support the Career and Technical Education (CTE) Program'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Dianna Driller Yes  
Kirsten Livak Yes  
Denyelle Nishimori Yes

## **12.0 Consent Agenda**

### 12.1 Approve Personnel Action Report for February 19, 2025

The personnel action report is a summary of all personnel actions for the preceding month. Various individuals are hired and released or resigned each month, and these changes must be approved by the Board. By approving the Personnel Action Report the Board finalizes all actions planned or taken to ensure that the district schools, offices, and facilities are properly staffed with quality personnel.

**Recommendation:** Approve the Personnel Action Report for February 19, 2025.

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the Personnel Action Report for February 19, 2025'.

Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Dianna Driller Yes  
Kirsten Livak Yes  
Denyelle Nishimori Yes

### 12.2 Approve MOU between Tahoe Truckee Unified School District and Placer County Office of Education regarding Tobacco Use Prevention Education (TUPE)

The funding in this MOU is provided to hire a Community Liaison Interpreter: Attendance & TUPE to assist TTUSD leadership in developing and implementing tobacco use prevention initiatives.

**Recommendation:** Approve MOU between Tahoe Truckee Unified School District and Placer County Office of Education regarding Tobacco Use Prevention Education (TUPE)

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve MOU between Tahoe Truckee Unified School District and Placer County Office of Education regarding Tobacco Use Prevention Education (TUPE)'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion

**Carried. 3 - 0**

Dianna Driller Yes  
Kirsten Livak Yes  
Denyelle Nishimori Yes

### 12.3 Declare List of Equipment to be Surplus and Estimated Values

The Facilities department is continually evaluating our inventory of furniture and equipment to determine the condition and usability of each asset. In order to dispose of furniture and equipment, the Board must first declare them surplus. By declaring these items surplus, the District is able to offer these items for sale to the public through a published notice in accordance with California Education Code Section 17545.

**Recommendation:** Declare the list of equipment to be surplus and estimated values

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Declare the list of equipment to be surplus and estimated values'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion

**Carried. 3 - 0**

Dianna Driller Yes  
Kirsten Livak Yes  
Denyelle Nishimori Yes

## 12.4 Approve September to December 2024 Board Meeting Minutes

Recapitulation of Board Meeting Minutes

**Recommendation:** Approve the September to December 2024 Board Meeting Minutes.

### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the September to December 2024 Board Meeting Minutes'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Dianna Driller Yes  
Kirsten Livak Yes  
Denyelle Nishimori Yes

## 12.5 Approve Proposed Revisions to Board Policy and Administrative Regulation 0450 Comprehensive Safety Plan

Proposed revisions to Board Policy and Administrative Regulation 0450 Comprehensive Safety Plan are being presented to the Board for approval as recommended by the model provided by CSBA. These revisions were reviewed by the Board on February 5, 2025.

**Recommendation:** Approve proposed revisions to Board Policy and Administrative Regulation 0450 Comprehensive Safety Plan.

### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve proposed revisions to Board Policy and Administrative Regulation 0450 Comprehensive Safety Plan'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Dianna Driller Yes  
Kirsten Livak Yes  
Denyelle Nishimori Yes

## 12.6 Approve Proposed Revisions to Board Policy and Administrative Regulation 3100 Budget

Proposed revisions to Board Policy and Administrative Regulation 3100 Budget are being presented to the Board for approval as recommended by the model provided by CSBA. These revisions were reviewed by the Board on February 5, 2025.

**Recommendation:** Approve proposed revisions to Board Policy and Administrative Regulation 3100 Budget.

### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve proposed revisions to Board Policy and Administrative Regulation 3100 Budget'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Dianna Driller Yes  
Kirsten Livak Yes  
Denyelle Nishimori Yes

## 13.0 Consent Items Pulled for Discussion/Approval

## 14.0 Educational Services

### **14.1 2025 LCAP Mid-Year Monitoring Report for the 2024-2025 LCAP**

Senate Bill 114 (2023) mandated that school districts must present a mid-year report on their Local Control and Accountability Plan (LCAP) and Budget Overview for Parents (BOP) by February 28th each year.

**Recommendation:** Review the presentation of the 2025 LCAP Mid-Year Monitoring Report for the 2024-2025 LCAP.

## **15.0 First Read - Board Policy**

### **15.1 First Read of Proposed Revision to Administrative Regulation 5113 Absences and Excuses**

Proposed revisions to regulations are presented to the Board for review as recommended by the model provided by CSBA.

**Recommendation:** Review the proposed revisions and provide direction to bring back to the next regular Board Meeting for approval.

### **15.2 First Read of Proposed Revision to Administrative Regulation 5131.41 Use of Seclusion and Restraint**

Proposed revisions to regulations are presented to the Board for review as recommended by the model provided by CSBA.

**Recommendation:** Review the proposed revisions and provide direction to bring back to the next regular Board Meeting for approval.

### **15.3 First Read of Proposed Revision to Board Policy and Administrative Regulation 6173.1 Education for Foster Youth**

Proposed revision to board policy are presented to the Board for review as recommended by the model provided by CSBA.

**Recommendation:** Review the proposed revisions and provide direction to bring back to the next regular Board Meeting for approval.

### **15.4 First Read of Proposed Revision to Board Policy and Administrative Regulation 6173 Education for Homeless Children**

Proposed revision to board policy are presented to the Board for review as recommended by the model provided by CSBA.

**Recommendation:** First Read of Proposed Revision to Board Policy and Administrative Regulation 6173 Education for Homeless Children

### **15.5 Approve Proposed Deletion of Board Policy 0470 – COVID-19 Mitigation Plan**

Deletion of Board Policy 0470 – COVID-19 Mitigation Plan is being presented to the Board for review and approval as recommended by the model provided by CSBA. The policy was deleted as unnecessary due to the expiration of the COVID-19 public health emergency declaration, with relevant concepts incorporated into other policies.

**Recommendation:** Approve the proposed deletion of Board Policy 0470 – COVID-19 Mitigation Plan.

### **15.6 First Read of Proposed Revisions to Board Policy and Administrative Regulation 7214 General Obligation Bonds**

Proposed revisions to Board Policy and Administrative Regulation 7214 General Obligation Bonds are being presented to the Board for review as recommended by the model provided by CSBA.

**Recommendation:** Review the proposed revisions and provide direction to bring back to the next regular Board Meeting for approval.

### **15.7 First Read of Proposed Revision to Board Policy and Administrative Regulation 3516 Emergencies and Disaster Preparedness Plan**

Proposed revisions to Board Policy and Administrative Regulation 3516 Emergencies and Disaster Preparedness Plan are being presented to the Board for review as recommended by the model provided by CSBA.

**Recommendation:** Review the proposed revisions and provide direction to bring back to the next regular Board Meeting for approval.

### **15.8 First Read and Proposed Revisions to Board Policy and Administrative Regulation 3400 Management of District Assets/Accounts**

Proposed revisions to Board Policy and Administrative Regulation 3400 Management of District Assets/Accounts are being presented to the Board for review as recommended by the model provided by CSBA.

**Recommendation:** Review the proposed revisions and provide direction to bring back to the next regular Board Meeting for approval.

## **16.0 Board Business**

### **16.1 Comments of Board Members**

The board members' comments can be viewed at [tahoetruckeemedia.org](http://tahoetruckeemedia.org).

## **17.0 Second Closed Session**

### **17.1 Public Employee Performance Evaluation GC 54957 - Superintendent Chief Learning Officer**

### **17.2 Public Employment Certificated, Classified, Confidential, and Management**

**17.3 Conference with Labor Negotiators-Government Code 54957.6 Kerstin Kramer, Superintendent CLO, Todd Rivera, Assistant Superintendent Chief Business Officer, and Mike Shepherd, Executive Director of Human Resources, will conference with the Board regarding negotiations with Tahoe Truckee Education Association (TTEA), California School Employees Association (CSEA), Confidential, and Management**

## **18.0 Report out Action from Closed Session**

## **19.0 Adjournment**

There being no further business, the meeting was adjourned at 6:56 p.m.