

**DRAFT MINUTES**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT**  
**Wednesday, March 19, 2025 (4:30 PM)**

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## **ROLL CALL**

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

**BOARD MEMBERS**      Cristina Hennessey  
                                 Dianna Driller  
                                 Kirsten Livak  
                                 Patrick Mooney  
                                 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, Executive Director of Human Resources Mike Shepherd, 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 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**

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

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

President Driller reconvened the meeting at 5:31 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 March 19, 2025, Board Meeting Agenda**

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

### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve March 19, 2025, Board Meeting Agenda'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney 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 Sierra High School and Alternative Programs (Cold Stream Alternative and Truckee River Program)**

The Principal of Sierra High School and Alternative Programs provided an update to the board.

## **9.0 Presentation**

### **9.1 Education Housing Partners (EHP) Alder Creek Parcel Feasibility Study Presentation**

Education Housing Partners, Inc., developed a physical, economic, and political feasibility study for workforce housing for the benefit of teachers and staff of Tahoe Truckee Unified School District and employees of the other Truckee Tahoe Workforce Housing Agency member agencies. The feasibility study was completed for vacant/unused portions of the Alder Creek Middle School site located at 10931 Alder Drive, Truckee, CA 96161 (APNs 019-370-030-000 and 019-410-027-000). The feasibility study includes an analysis of the property, building constraints, conceptual residential plan layouts, building cost estimates, and financing options.

**Recommendation:** Review Education Housing Partners, Inc. workforce housing feasibility study draft.

## **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 Business Services**

### **A) Facilities**

#### **11.1 Approve Agreement #25-00-01 with Tetra Tech, Inc. for District Wide Local Hazard Mitigation Plan Development Services**

Staff Report Agreement

TTUSD must have an approved Local Hazard Mitigation Plan (LHMP) on file with FEMA to be eligible to participate in FEMA grant programs. Tetra Tech will develop a

Local Hazard Mitigation Plan to identify all the hazards that may affect our students, staff, and facilities and provide solutions to mitigate these hazards.

**Recommendation:** Approve Agreement #25-00-01 with Tetra Tech, Inc. for District Wide Local Hazard Mitigation Plan Development Services.

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Agreement #25-00-01 with Tetra Tech, Inc. for District Wide Local Hazard Mitigation Plan Development Services'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Yes  
Denyelle Nishimori Yes

## **B) Fiscal Services**

### **11.2 Ratify Contract with Resolute Associates, LLC to Update the District Emergency Operations Plan**

The District has a need to update our existing District Emergency Operations Plan, and has contracted with Resolute Associates, LLC (Resolute) to assist with the development of this plan and related procedures. Resolute will assist with creating a new District Emergency Operations Plan, an updated Comprehensive School Safety Plan template, and a Reunification Plan as well as associated staff training in these areas. In addition, Resolute will conduct safety inspections of TTUSD facilities and create a report as well as a self-inspection safety checklist for each facility inspected.

**Recommendation:** Ratify the contract with Resolute Associates, LLC to update the District Emergency Operations Plan.

**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Ratify the contract with Resolute Associates, LLC to update the District Emergency Operations Plan'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Yes  
Denyelle Nishimori Yes

### **11.3 Approve 2024-2025 Second Interim Report**

The education code requires all school districts to prepare a Second Interim Report for the 2024-2025 school year by March 17, 2025. The Second Interim Report contains all activity and any proposed budget revisions as of January 31, 2025. These budget revisions are based on information made available after the initial 2024-2025 Budget Adoption approved on June 26, 2024 and the First Interim Report approved on December 18, 2024.

**Recommendation:** Approve the 2024-2025 Second Interim Report.

**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the 2024-2025 Second Interim Report'.

Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Yes  
Denyelle Nishimori Yes

## 12.0 Association Report and Comment

### 12.1 CSEA - California School Employees Association

### 12.2 TTEA - Tahoe Truckee Education Association

## 13.0 Resolution

### 13.1 Approve Resolution No. 23-2024-2025 - Forest Health and Wildfire Mitigation

This resolution opposes local impacts on Forest Health and Wildfire Mitigation that would result from federal funding and staffing cuts.

**Recommendation:** Approve Resolution No. 23-2024-2025 - Forest Health and Wildfire Mitigation.

#### **ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 23-2024-2025 - Forest Health and Wildfire Mitigation'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Yes  
Denyelle Nishimori Yes

## 14.0 Donation

### 14.1 Accept Donation from Truckee Optimist Club for the Positive Behavior School Program at Sierra High School

Sierra High School's Positive Behavior Program has helped students earn Creed Coins as they follow and exceed our expectations and their own expectations.

**Recommendation:** Accept the Truckee Optimist Club donation for the Positive Behavior School Program at Sierra High School.

#### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept the Truckee Optimist Club donation for the Positive Behavior School Program at Sierra High School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Yes  
Denyelle Nishimori Yes

## 15.0 Grant

### 15.1 Accept Grant from Tahoe Mountain Resorts Foundation for the Mini-Grit Program at Truckee Elementary School

The Tahoe Mountain Resorts Foundation is generously awarding \$12,000.00 to support the Mini-Grit Program at Truckee Elementary School. The purpose of this program is to increase students' connection with schools through sports and academic support.

**Recommendation:** Accept the grant from the Tahoe Mountain Resorts Foundation for the Mini-Grit Program at Truckee Elementary School.

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Accept the grant from the Tahoe Mountain Resorts Foundation for the Mini-Grit Program at Truckee Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Yes  
Denyelle Nishimori Yes

## 16.0 Consent Agenda

### 16.1 Approve Personnel Action Report for March 19, 2025

Board Item Staff Report Personnel Action Report

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 March 19, 2025.

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the Personnel Action Report for March 19, 2025'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0** Abstain: **1**. The motion ( ). **4 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Abstain  
Denyelle Nishimori Yes

### 16.2 Approve Proposed Revision to Board Policy 5116.2 Involuntary Student Transfers

Proposed revisions to the policy are presented to the Board for review as recommended by the model provided by CSBA. These revisions were reviewed by the Board on March 5, 2025.

**Recommendation:** Approve the proposed revisions to Board Policy 5116.2 Involuntary Student Transfers.

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to Board Policy 5116.2

Involuntary Student Transfers'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**Abstain: **1**. The motion ( ). **4 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Abstain  
Denyelle Nishimori Yes

### **16.3 Approve Proposed Revision to Board Policy and Administrative Regulation 5141.6 School Health Services**

Proposed revision to board policy are presented to the Board for review as recommended by the model provided by CSBA. These revisions were reviewed by the Board on March 5, 2025.

**Recommendation:** Approve the proposed revisions to Board Policy and Administrative Regulation 5141.6 School Health Services.

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to Board Policy and Administrative Regulation 5141.6 School Health Services'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**Abstain: **1**. The motion ( ). **4 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Abstain  
Denyelle Nishimori Yes

### **16.4 Approve Proposed Revision to Board Policy 6159.2 Nonpublic, Nonsectarian School and Agency Services for Special Education**

Proposed revisions to regulations are presented to the Board for review as recommended by the model provided by CSBA. These revisions were reviewed by the Board on March 5, 2025.

**Recommendation:** Approve the proposed revisions to Board Policy 6159.2 Nonpublic, Nonsectarian School and Agency Services for Special Education.

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to Board Policy 6159.2 Nonpublic, Nonsectarian School and Agency Services for Special Education'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**Abstain: **1**. The motion ( ). **4 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Abstain  
Denyelle Nishimori Yes

### **16.5 Approve Proposed North Tahoe High School Overnight Field Trip to San Jose, CA, from March 23 to March 25, 2025**

For years, the annual Bay Area college tour has ignited the aspirations of GRIT (Growth, Resilience, Integrity, and Tenacity) juniors. This transformative experience, often a student's first glimpse into higher education, opens doors to diverse possibilities.

**Recommendation:** Approve the proposed North Tahoe High School Overnight Field Trip to San Jose, CA, from March 23 to March 25, 2025.

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed North Tahoe High School Overnight Field Trip to San Jose, CA, from March 23 to March 25, 2025'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0** Abstain: **1**. The motion ( ). **4 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Abstain  
Denyelle Nishimori Yes

**16.6 Approve Proposed North Tahoe School Overnight Field Trip to Fairfield and Vallejo, CA, from April 25 to April 26, 2025**

North Tahoe School Band is preparing for an outstanding teaching and learning opportunity. On April 25th, they'll begin their journey by sharing their music with our community, performing for the students of Tahoe Lake Elementary and the dedicated staff at Tahoe Forest Hospital.

**Recommendation:** Approve the proposed North Tahoe School overnight field trip to Fairfield and Vallejo, CA, from April 25 to April 26, 2025.

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed North Tahoe School overnight field trip to Fairfield and Vallejo, CA, from April 25 to April 26, 2025'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0** Abstain: **1**. The motion ( ). **4 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Abstain  
Denyelle Nishimori Yes

**16.7 Approve the 2024-2025 Comprehensive School Safety Plans**

California Education Code (EC) Section 32281(a) requires every kindergarten through grade twelve public school to develop and maintain a Comprehensive School Safety Plan designed to address campus risks, prepare for emergencies, and create a safe, secure learning environment for students and school personnel. These plans were developed, sent to local law enforcement and fire agencies for review and feedback, and approved at a public School Site Council meeting.

**Recommendation:** Approve the 2024-2025 Comprehensive School Safety Plans.

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the 2024-2025 Comprehensive School Safety Plans'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0** Abstain: **1**. The motion ( ). **4 - 0**

Cristina Hennessey Yes  
Dianna Driller Yes  
Kirsten Livak Yes  
Patrick Mooney Abstain  
Denyelle Nishimori Yes

## **17.0 Consent Items Pulled for Discussion/Approval**

## **18.0 Educational Services**

### **A) Curriculum and Instruction**

#### **18.1 First Read of Proposed Truckee High School Course for School Year 2025-2026, Ethnic Studies**

The ethnic studies course at Truckee High School aims to provide all students with a more complete and nuanced understanding of our local and national history by centering the experiences of diverse communities, including the Washoe Tribe, Chinese Americans, Black/African Americans, and Latinx populations.

**Recommendation:** Review and provide direction on the proposed Truckee High School Course Ethnic Studies.

#### **18.2 First Read Pre-AP English 2 Ethnic Studies at North Tahoe High School**

First Read Pre-AP English 2 course integrated Ethnic Studies at North Tahoe High School TTUSD Course Description Form NTHS Ethnic Studies

This Pre-AP English 2 course integrates Ethnic Studies, fulfilling A-G requirements while adhering to California Common Core ELA and Ethnic Studies standards. Pre-AP English 2 course focuses on the close reading, analytical writing, and language skills that have immediate relevance for students across their current courses and are most essential for their future work in high school, college, and careers.

**Recommendation:** Review and provide direction on the proposed adoption of the Pre-AP English 2 Ethnic Studies at North Tahoe High School.

## **19.0 First Read - Board Policy**

### **19.1 Second Read of Proposed Revision to Board Policy 5141.5 Mental Health**

Proposed revisions to the 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.

### **19.2 First Read of Proposed Revision to Board Policy and Administrative Regulation 5144 Discipline**

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.

## **20.0 Board Business**

### **20.1 Comments of Board Members**

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

## **21.0 Second Closed Session**

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

**21.2 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**

**22.0 Report out Action from Closed Session**

**23.0 Adjournment**

There being no further business, the meeting was adjourned at 8:00 p.m.