

# DRAFT MINUTES

## REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, May 17, 2023 (4:30 PM)

---

### 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 Carmen Ghysels, Assistant Superintendent Chief Business Officer Todd Rivera, Assistant Superintendent Educational Services Kerstin Kramer, Director of Human Resources Joan Zappettini, Director of Technology Ed 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.**

No public comment

### 3.0 Closed Session

**3.1 Conference with Labor Negotiators-Government Code 54957.6 Carmen Ghysels, Superintendent CLO, Todd Rivera, Executive Director of Business Services, and Joan Zappettini, Human Resources Director, 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**

**3.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Gov. Code, § 54956.9, subd. (d)(2) or (3)); dispute with Arch Specialty Insurance Company**

The Board will consider a settlement agreement with Arch Specialty Insurance Company.

**Recommendation:** Approve settlement agreement with Arch Specialty Insurance Company

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve settlement agreement with Arch Specialty Insurance

Company'. 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

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

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

President Driller reconvened the meeting at 5:33 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 May 17, 2023, Board Meeting Agenda**

**Recommendation:** Approve May 17, 2023, Board Meeting Agenda

#### **ORIGINAL - Motion**

Member (**Dianna Driller**) Moved, Member (**Cristina Hennessey**) Seconded to approve the **ORIGINAL** motion 'Approve May 17, 2023, 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.**

Public comments can be viewed at [tahoetrucceemedia.org](http://tahoetrucceemedia.org).

## **8.0 School Showcase**

### **8.1 Truckee High School Showcase**

Principal Mallonee of Truckee High School provided an update to the board.

## **9.0 Superintendent's Report**

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

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

### **9.2 Information and Discussion of District Strategic Plan Draft**

The district engaged in a collaborative process with TTUSD staff, students, families, and community members to collect input regarding what our community values most about our schools, identify opportunities to enhance current programs and address potential challenges. Based on community input and research from a 45-person Task Force, District Leadership, and the Board, the District has prepared a first draft of the new strategic plan framework for Board review and discussion and potential action to adopt in June.

**Recommendation:** Information and discussion only - TTUSD will present the District Strategic Plan Draft Preview and ask for board discussion.

## 10.0 Resolution

### 10.1 Approve Resolution No. 24-2022-2023 Mental Health Awareness Month, May 2023

This resolution recognizes May 2023 as Mental Health Awareness Month to enhance public awareness of mental health and dispel the stigma surrounding it.

**Recommendation:** Approve Resolution No. 24-2022-2023 Mental Health Awareness Month, May 2023

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 24-2022-2023 Mental Health Awareness Month, May 2023'. 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

### 10.2 Approve Resolution No. 25-2022-2023 School Lunch Hero Day, May 5, 2023

On the first Friday of every May, the People of California officially recognize all school food service professionals. School Lunch Hero Day acknowledges our dedicated, creative, hardworking, reliable, and unstoppable heroes at TTUSD. This resolution would designate May 5, 2023, as School Lunch Hero Day in California to draw special public attention to school food service workers for their continued service to California students.

**Recommendation:** Approve Resolution No. 25-2022-2023 School Lunch Hero Day, May 5, 2023

#### **ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 25-2022-2023 School Lunch Hero Day, May 5, 2023'. 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

### 10.3 Approve Resolution No. 26-2022-2023 National Teacher Appreciation Week May 8-12, 2023, and California Day of the Teacher May 10, 2023

This year, the National Teacher Appreciation Day is May 2, 2023, with Teacher Appreciation Week celebrated May 8-12, 2023, and the California Day of the Teacher on May 10, 2023.

**Recommendation:** Approve Resolution No. 26-2022-2023 National Teacher Appreciation Week May 8-12, 2023, and California Day of the Teacher May 10, 2023

**ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 26-2022-2023 National Teacher Appreciation Week May 8-12, 2023, and California Day of the Teacher May 10, 2023'. 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

**10.4 Approve Resolution No. 27-2022-2023 in Recognition of National School Nurse Day, May 10, 2023**

School Nurses have served a critical role in improving public health and in ensuring students' academic success for more than one hundred years.

**Recommendation:** Approve Resolution No. 27-2022-2023 in Recognition of National School Nurse Day, May 10, 2023

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 27-2022-2023 in Recognition of National School Nurse Day, May 10, 2023'. 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

**10.5 Approve Resolution No. 28-2022-2023 in Recognition of Classified School Employee Week and Tahoe Truckee Unified School District's Excellent Classified Staff, May 21-27, 2023**

The week of May 21-27, 2023, has been designated as Classified School Employee Week in California. The classified staff of the Tahoe Truckee Unified School District continues to provide valuable service to students, other staff members, and the community and has a direct effect on the quality of the District's educational program. Therefore, recognition of classified employees is most deserved.

**Recommendation:** Approve Resolution No. 28-2022-2023 in Recognition of Classified School Employee Week and Tahoe Truckee Unified School District's Excellent Classified Staff, May 21-27, 2023

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 28-2022-2023 in Recognition of Classified School Employee Week and Tahoe Truckee Unified School District's Excellent Classified Staff, May 21-27, 2023'. 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

### **10.6 Resolution No. 29-2022-2023-Requesting Collection of Measure AA Charges on Placer County Tax Rolls**

This resolution provides a formal request to Placer County to collect Measure AA Charges on the Placer County Tax Rolls.

**Recommendation:** Adopt Resolution No. 29-2022-2023-Requesting Collection of Measure AA Charges on Placer County Tax Rolls

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Adopt Resolution No. 29-2022-2023-Requesting Collection of Measure AA Charges on Placer County Tax Rolls'. 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

### **10.7 Resolution No. 30-2022-2023-Authorization for the Superintendent Chief Learning Officer of the District to Execute Tax Collection Contracts on Behalf of the District**

This resolution allows the Superintendent Chief Learning Officer to act on behalf of the District in Nevada County to collect the Measure AA Parcel Tax on TTUSD parcels within its county.

**Recommendation:** Adopt Resolution No.30-2022-2023 authorizing the Superintendent Chief Learning Officer of the District to execute tax collection and contracts

#### **ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Adopt Resolution No.30-2022-2023 authorizing the Superintendent Chief Learning Officer of the District to execute tax collection and contracts'. 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

## **11.0 Donation**

### **11.1 Accept Donation from Bill Nguyen for Kathryn Markovchick Reading Resource at Truckee High School**

Mr. Bill Nguyen has generously granted \$3,000.00 to Tahoe Truckee Unified School District to support Kathryn Markovchick Reading Resource at Truckee High School.

**Recommendation:** Accept Donation from Bill Nguyen for Kathryn Markovchick Reading Resource at Truckee High School

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept Donation from Bill Nguyen for Kathryn Markovchick Reading Resource at Truckee 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

**12.0 Grant**

**12.1 Accept Grant from Truckee Elementary PTO for Bussing Truckee Elementary School Students to the University of Reno Planetarium Field Trip**

The Truckee Elementary PTO has generously granted \$1,000.00 to Tahoe Truckee Unified School District to provide a charter bus to take the 5th-grade students to the University of Reno Planetarium in Reno, Nevada.

**Recommendation:** Accept grant from Truckee Elementary PTO for bussing Truckee Elementary School Students to the University of Reno Planetarium field trip

**ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Accept grant from Truckee Elementary PTO for bussing Truckee Elementary School Students to the University of Reno Planetarium field trip'. 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

**13.0 Personnel**

**13.1 Approve the Declaration of Need for Fully Qualified Educators for the 2023-2024 School Year**

The Declaration of Need for Fully Qualified Educators (DON) is an annual form submitted to the Commission by California employing agencies as required by statute. The DON form contains the estimated number of emergency and limited assignment teaching permits that will be requested during the school year. In addition, the DON requires verification by the LEA that policies for conducting diligent searches to recruit fully credentialed individuals have been implemented.

**Recommendation:** Approve the Declaration of Need for Fully Qualified Educators for the 2022-2023 School Year

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the Declaration of Need for Fully Qualified Educators for the 2022-2023 School Year'. 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

### **13.2 Approve Proposed Revisions to the Certificated Management Salary Schedule and the Executive Management Salary Schedule**

The Certificated and Executive Management Salary Schedules are being presented to the board for title revisions.

**Recommendation:** Approve Proposed Revisions to the Certificated Management Salary Schedule and the Executive Management Salary Schedule

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revisions to the Certificated Management Salary Schedule and the Executive Management Salary Schedule'. 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 Consent Agenda**

### **14.1 Approve Personnel Action Report for May 3 and May 17, 2023**

Report Personnel Action Report Revised (uploaded on 17May2023)

The personnel action report is a summary of all personnel action 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 agenda, 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 Personnel Action Report for May 3 and May 17, 2023

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve Personnel Action Report for May 3 and May 17, 2023'. 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

### **14.2 Approve Warrants, Contracts and Donations for May 17, 2023, Board Meeting**

Warrants, Contracts, and Donations for May 17, 2023, Board Meeting

**Recommendation:** Approve Warrants, Contracts, and Donations for May 17, 2023 Board Meeting

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve Warrants, Contracts, and Donations for May

17, 2023, Board Meeting'. 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

### **14.3 Approve April 2023 Board Meeting Minutes**

Recap of Board Meeting Minutes

**Recommendation:** Approve April 2023 Board Meeting Minutes

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve April 2023 Board Meeting Minutes'. 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 Consent Items Pulled for Discussion/Approval**

### **16.0 Educational Services**

#### **16.1 Review Local Control and Accountability 2022-2023 Survey Results**

Tahoe Truckee Unified School District (TTUSD) partnered with Hanover Research to administer the 2022-2023 Local Control and Accountability (LCAP) Survey to students, parents, and staff members.

**Recommendation:** Review the Local Control Accountability 2022-2023 Survey Results

#### **16.2 Review Differentiated Assistance Update**

Tahoe Truckee Unified School District (TTUSD) partners with the Placer County Office of Education (PCOE) to collaborate on implementing and sustaining improvement efforts for our English Learners.

**Recommendation:** Review the Differentiated Assistance Update.

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

#### **16.3 First Read of Proposed New High School Course Visual and Performing Arts - Music for 2023-2024**

The proposed new High School course Visual and Performing Arts - Music will allow the students to develop various technological skills associated with careers in the music industry.

**Recommendation:** Review and provide direction to bring back the course adoption at the next board meeting for approval.

#### **16.4 First Read of Adoption of Middle School Full Option Science System (FOSS) Instructional Materials**

Instructional Materials Public Display of Instructional Materials FOSS Link

The Middle Schools last adopted curriculum has a copyright date of 2009. This older curriculum was developed before the transition to the Next Generation Science



Standards, adopted in California in 2013. A thorough process was implemented to ensure that the chosen curriculum fit the needs of the students and teachers. All middle school teachers participated in the pilot process.

**Recommendation:** Review and provide direction on the proposed adoption of instructional materials for Middle School Full Option Science System (FOSS)

## 17.0 Business Services

### A) Facilities

#### **17.1 Approve Agreement #23-00-13 between Tahoe Truckee Unified School District and Premier Management Group, Inc. (PMG) for the Transportation & Maintenance Office Electrical Vehicle Charging Stations and North Tahoe Campus Modernization Projects.**

PMG will provide construction management services, including a survey, site visits, documents, and schematic, design development, scheduling, estimates and budgets, construction documents, DSA submissions, contractor RFP/GMP, subcontractors, procurement, construction phase, and close-out as directed by the district.

**Recommendation:** Approve Agreement #23-00-13 between Tahoe Truckee Unified School District and Premier Management Group, Inc. (PMG) for the Transportation & Maintenance Office Electrical Vehicle Charging Stations and North Tahoe Campus Modernization Projects.

#### **ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Agreement #23-00-13 between Tahoe Truckee Unified School District and Premier Management Group, Inc. (PMG) for the Transportation & Maintenance Office Electrical Vehicle Charging Stations and North Tahoe Campus Modernization Projects'. 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

#### **17.2 Approve California Department of Education Form J-13A Request for Allowance of Attendance Because of Emergency Conditions**

When a local education agency is closed or when there is a material decrease in Average Daily Attendance (ADA) due to an emergency such as a natural disaster, agencies may file a J-13A waiver with the California Department of Education (reference Education Code Sections 41422 and 46390 et seq., and California Code of Regulations, Title 5, Section 428). Approval of the waiver allows the school agency to receive credit for the lost ADA for the day(s) of the closure, as well as for the missed instructional time.

**Recommendation:** Approve California Department of Education Form J-13A Request for Allowance of Attendance Because of Emergency Conditions

#### **ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve California Department of Education Form J-

13A Request for Allowance of Attendance Because of Emergency Conditions'. 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

## **18.0 Association Report and Comment**

### **18.1 CSEA - California School Employees Association**

### **18.2 TTEA - Tahoe Truckee Education Association**

## **19.0 Board Business**

### **19.1 Comments of Board Members**

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

## **20.0 Second Closed Session**

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

**20.2 Conference with Labor Negotiators-Government Code 54957.6 Carmen Ghysels, Superintendent CLO, Todd Rivera, Executive Director of Business Services, and Joan Zappettini, Human Resources Director, will conference with the Board regarding negotiations with Tahoe Truckee Education Association (TTEA), California School Employees Association (CSEA), Confidential, and Management**

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

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

## **22.0 Adjournment**

There being no further business, the meeting was adjourned at 7:57 p.m.