

**DRAFT MINUTES**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT**  
**Wednesday, November 6, 2024 (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 of Educational Services Shaun Roderick, Executive Director of Human Resources Mike Shepherd, Chief Technology Officer Edward Hilton, and Executive Assistant Lupita Vazquez.

**1.0 Call to Order**

President Driller called the meeting to order at 4:29 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 5:36 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 November 6, 2024, Board Meeting Agenda**

**Recommendation:** Approve November 6, 2024, Board Meeting Agenda  
**ORIGINAL - Motion**

Member (**Cristina Hennessey**) Moved, Member (**Denyelle Nishimori**) Seconded to approve the **ORIGINAL** motion 'Approve November 6, 2024, 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 [tahoetruckeemedia.org](http://tahoetruckeemedia.org).

## 8.0 School Showcase

### 8.1 Truckee Elementary School Showcase

The Principal of the Truckee Elementary School provided an update to the board.

## 9.0 Student Representative Report

### 9.1 Student Representatives Report

## 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 Donation

### 11.1 Accept Donation from Tahoe Truckee Community Foundation for Child Development Conference Supplies

This donation will help support the costs of the October 2024 Child Development Conference.

**Recommendation:** Accept the Tahoe Truckee Community Foundation's donation for the Child Development Conference supplies.

#### **ORIGINAL - Motion**

Member (**Dianna Driller**) Moved, Member (**Cristina Hennessey**) Seconded to approve the **ORIGINAL** motion 'Accept the Tahoe Truckee Community Foundation's donation for the Child Development Conference supplies'. 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

### 11.2 Accept Donation from the County of Nevada for Child Development Conference Supplies

This donation will help support the costs of the October 2024 Child Development Conference.

**Recommendation:** Accept the County of Nevada's donation for the Child Development Conference supplies.

**ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Accept the County of Nevada's donation for the Child Development Conference supplies'. 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 Accept Donation from Tahoe Forest Health System Foundation for the Truckee High School Cheer Team**

Tahoe Forest Health System Foundation donated \$3,000.00 to sponsor the cheer team at Truckee High School.

**Recommendation:** Accept the Tahoe Forest Health System Foundation donation for the Truckee High School cheer team.

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept the Tahoe Forest Health System Foundation donation for the Truckee High School cheer team'. 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

**11.4 Accept Donation from Stabb Family for the Truckee High School Fiber Arts Club**

The Stabb Family has generously donated \$1,000.00 to support the Fiber Arts Club at Truckee High School.

**Recommendation:** Accept the donation from the Stabb Family for the Truckee High School Fiber Arts Club.

**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Accept the donation from the Stabb Family for the Truckee High School Fiber Arts Club'. 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 Martis Camp Community Foundation for Sagehen Outdoor Education Program**

The Sagehen Outdoor Education Program is a partnership between TTUSD, Sagehen Creek Field Research Station, and the Sierra Watershed Education Program. The Martis Camp Community Foundation has awarded a grant in the amount of \$14,000.00 to assist in funding the educational program.

**Recommendation:** Accept the Martis Camp Community Foundation grant for the Sagehen Outdoor Education Program.

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Accept the Martis Camp Community Foundation grant for the Sagehen Outdoor Education Program'. 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 Resolution**

### **13.1 Approve Resolution No. 13-2024-2025 - CalSTRS Request for Separation from Service Requirement Exemption for Theresa Charter**

CalSTRS form SR1897 allows a retired teacher to Request Service Requirement Exemption should they decide to re-enter the workforce with a school district. Theresa Charter, a retired teacher, has expressed interest in a position as a substitute teacher. In order to accept the position, CalSTRS requires a Resolution approved by the district.

**Recommendation:** Approve Resolution No. 13-2024-2025 - CalSTRS Request for Separation from Service Requirement Exemption for Theresa Charter.

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 13-2024-2025 - CalSTRS Request for Separation from Service Requirement Exemption for Theresa Charter'. 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 Resolution No. 14-2024-2025 - National School Psychology Week, November 11-15, 2024**

National School Psychology Week is celebrated the second week of November. It is an annual opportunity to recognize school psychologists' work to help children thrive in school, at home, and in life. This year's theme, "Spark Discovery," recognizes the work that school psychologists do to help their communities seek out new ideas, effect change, and expand horizons for children and youth.

**Recommendation:** Approve Resolution No. 14-2024-2025 - National School Psychology Week, November 11-15, 2024.

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 14-2024-2025 - National School Psychology Week, November 11-15, 2024'. 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

### **13.3 Approve Resolution No. 15-2024-2025 - Authorize Superintendent to Sign Application for Continued Funding for the California State Preschool Program**

TTUSD provides a state preschool program at Truckee Elementary School through funding from the State of California. Beginning this year, the school board is required to pass a resolution to authorize the Superintendent Chief Learning Officer to sign the application. The amount of funding will be determined upon review of the application.

**Recommendation:** Approve Resolution No. 15-2024-2025 - Authorize Superintendent to Sign Application for Continued Funding for the California State Preschool Program

#### **ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 15-2024-2025 - Authorize Superintendent to Sign Application for Continued Funding for the California State Preschool Program'. 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 Personnel**

### **14.1 Approve Memorandum of Understanding 24-25 No. 2 with California Employees School Association Chapter No. 383 - Classified School Employee Summer Assistance Program**

The Memorandum of Understanding No. 2 with California School Employees Association Chapter No. 383 - Classified School Employee Summer Assistant Program is being presented for review.

**Recommendation:** Approve Memorandum of Understanding 24-25 No. 2 with California Employees School Association Chapter No. 383 - Classified School Employee Summer Assistance Program.

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Memorandum of Understanding 24-25 No. 2 with California Employees School Association Chapter No. 383 - Classified School Employee Summer Assistance Program'. 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 Association Report and Comment

### 15.1 CSEA - California School Employees Association

### 15.2 TTEA - Tahoe Truckee Education Association

## 16.0 Consent Agenda

### 16.1 Approve Personnel Action Report for November 6, 2024

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 November 6, 2024.

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the Personnel Action Report for November 6, 2024'. 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

### 16.2 Approve the Proposed Revisions to Administrative Regulations 4157.1/4257.1/4357.1 - Work-Related Injuries

Proposed revisions to Administrative Regulations were presented to the Board for review on October 16, 2024, as recommended by the model provided by CSBA.

**Recommendation:** Approve the proposed revisions to Administrative Regulations 4157.1/4257.1/4357.1 - Work-Related Injuries.

#### **ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to Administrative Regulations 4157.1/4257.1/4357.1 - Work-Related Injuries'. 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

### 16.3 Approve the Proposed Revisions to Board Policy and Administrative Regulation 4218 - Dismissal/Suspension/Disciplinary Action

Proposed revisions to Board Policy and Administrative Regulation were presented to the Board for review on October 16, 2024, as recommended by the model provided by CSBA.

**Recommendation:** Approve the proposed revisions to Board Policy and Administrative Regulation 4218 - Dismissal/Suspension/Disciplinary Action.

#### **ORIGINAL - Motion**

Member (**Kirsten Livak**) Moved, Member (**Patrick Mooney**) Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to Board Policy and Administrative Regulation 4218 - Dismissal/Suspension/Disciplinary Action'. 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

#### **16.4 Approve the Proposed Revisions to Exhibits (1) 4112.9/4212.9/4312.9 - Employee Notification**

Proposed revisions and exhibits to Administrative Regulations were presented to the Board for review on October 16, 2024, as recommended by the model provided by CSBA.

**Recommendation:** Approve the proposed revisions to Exhibits (1) 4112.9/4212.9/4312.9 - Employee Notification.

##### **ORIGINAL - Motion**

Member (**Kirsten Livak**) Moved, Member (**Patrick Mooney**) Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to Exhibits (1) 4112.9/4212.9/4312.9 - Employee Notification'. 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

#### **16.5 Approve the Proposed Revisions to Board Policy and Administrative Regulation 4121 - Temporary/Substitute Personnel**

Proposed revisions to Board Policy were presented to the Board for review on October 16, 2024, as recommended by the model provided by CSBA.

**Recommendation:** Approve the proposed revisions to Board Policy and Administrative Regulation 4121 - Temporary/Substitute Personnel.

##### **ORIGINAL - Motion**

Member (**Kirsten Livak**) Moved, Member (**Patrick Mooney**) Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to Board Policy and Administrative Regulation 4121 - Temporary/Substitute Personnel'. 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

#### **16.6 Ratify Interdistrict Contract Agreement for Variance Transfers between Tahoe Truckee Unified School District and Washoe County School District for the 2024-2025 School Year**

The Interdistrict Contract Agreement for variance transfers between Tahoe Truckee Unified School District and Washoe County School District for the 2024-2025 School Year is being presented to the board for approval.

**Recommendation:** Ratify the Interdistrict Contract Agreement for variance transfers between Tahoe Truckee Unified School District and Washoe County School District for the 2024-2025 school year.

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Ratify the Interdistrict Contract Agreement for variance transfers between Tahoe Truckee Unified School District and Washoe County School District for the 2024-2025 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

**16.7 Approve Amendment to Department of Rehabilitation Contract No. 32473**

The purpose of this amendment is to increase funding to the DOR Student Services Budget. Funding increases are reflected in adjustments in operating expenses, the addition and removal of personnel line-items.

**Recommendation:** Approve the Amendment to the Department of Rehabilitation Contract No. 32473.

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the Amendment to the Department of Rehabilitation Contract No. 32473'. 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

**16.8 Approve Warrants, Contracts, and Donations for the November 6, 2024, Board Meeting**

The attached is a list of all warrants that have been issued, and contracts and donations that have been received since those last approved on September 4, 2024.

**Recommendation:** Approve the warrants, contracts, and donations for the November 6, 2024, board meeting.

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the warrants, contracts, and donations for the November 6, 2024, 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

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



## 18.0 Educational Services

### A) Curriculum and Instruction

#### **18.1 First Read of Proposed High School Course for School Year 2025-2026, Law I**

This semester-long course comprehensively introduces the state and federal justice systems. Explore the intricacies of different legal divisions, master trial practices, and develop a strong ethical foundation through rigorous research, writing, and real-world applications.

**Recommendation:** Review the course description and provide direction to bring it back for the next board meeting.

## 19.0 First Read - Board Policy

#### **19.1 First Read and Proposed Revisions to Board Policies and Administrative Regulations 4127/4227/4327 - Temporary Athletic Team Coaches**

Proposed Board Policies and Administrative Regulations are being presented to the Board for review as recommended by the model provided by CSBA.

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

#### **19.2 First Read and Proposed Revisions to Board Policies and Administrative Regulations 4161/4261/4361 - Leaves**

Proposed Board Policies and Administrative Regulations are being presented to the Board for review as recommended by the model provided by CSBA.

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

#### **19.3 First Read and Proposed Revisions to Administrative Regulations 4161.1/4361.1 - Personal Illness/Injury Leave**

Proposed Administrative Regulations are being presented to the Board for review as recommended by the model provided by CSBA.

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

#### **19.4 First Read and Proposed Revisions to Administrative Regulations 4161.2/4261.2/4361.2 - Personal Leaves**

Proposed Administrative Regulations are being presented to the Board for review as recommended by the model provided by CSBA.

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

#### **19.5 First Read and Proposed Revisions to Administrative Regulations 4261.1 - Personal Illness/Injury Leave**

Proposed Administrative Regulations are being presented to the Board for review as recommended by the model provided by CSBA.

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

#### **19.6 First Read and Proposed Revisions to Board Policy 4040 and Exhibit 4040-E - Employee Use of Technology**

Proposed revisions to the Board Policy and Exhibit 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.

**19.7 First Read and Proposed Revisions to Board Policy 6163.4 and Exhibit 6163.4-E - Student Use of Technology**

Proposed revisions to the Board Policy and Exhibit 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.

**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 7:02 p.m.