

DRAFT MINUTES

REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, October 6, 2021 (4:30 PM)

ROLL CALL

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

BOARD MEMBERS Cristina Hennessey
 Dianna Driller
 Kim Szczurek

ALSO IN ATTENDANCE

Superintendent Chief Learning Officer Carmen Ghysels, Executive Director of Business Services Todd Rivera, Executive Director of Educational Services Valerie Simpson, Executive Director of Student Services Jeff Santos, Executive Assistant Lupita Vazquez, Director of Human Resources Joan Zappettini, Director of Information and Technology Ed Hilton.

1.0 Call To Order

President Szczurek 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

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

President Szczurek reconvened the meeting at 5:32 p.m.

5.0 Open Session/Report out Action Taken in Closed Session

No reportable action taken in closed session.

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

6.0 Approval of Agenda

6.1 Approve October 6, 2021, Board Meeting Agenda

Recommendation: Approve October 6, 2021, Board Meeting Agenda

ORIGINAL - Motion

Member (**Dianna Driller**) Moved, Member (**Cristina Hennessey**) Seconded to approve the **ORIGINAL** motion 'Approve October 6, 2021, Board Meeting Agenda'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek 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.
One public comment in minutes library

8.0 Superintendent's Report

8.1 Superintendent Chief Learning Officer - District Update for the Board

The superintendent's report can be viewed at tahoetruckeemedia.org.

9.0 Resolution

9.1 Approve Resolution No. 6-2021-2022 Week of the School Administrator October 10-16, 2021

Board Staff Report Resolution No. 6-2021-2022 Week of the School Administrator Resolution recognizing the significant role administrators' play in the learning process were introduced in both houses of the California legislature in 1999. The second full week of October is designated as the "Week of the School Administrator" in California. Tahoe Truckee Administrators play a crucial leadership and support role in providing quality education for our students. We are proud to honor them.

Recommendation: Approve Resolution No. 6-2021-2022 Week of the School Administrator October 10-16, 2021, and in Acknowledgement of Tahoe Truckee Unified School District's Excellent Administrative Staff.

ORIGINAL - Motion

Member (**Dianna Driller**) Moved, Member (**Cristina Hennessey**) Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 6-2021-2022 Week of the School Administrator October 10-16, 2021, and in Acknowledgement of Tahoe Truckee Unified School District's Excellent Administrative Staff'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

9.2 Resolution No. 7-2021-2022 - October - National Bullying Prevention Month

National Bullying Prevention Staff Report National Bullying Prevention Resolution October is recognized as National Bullying Prevention Month and it is important that we take this opportunity to highlight this important topic as a District. Every employee of the Tahoe Truckee Unified School District is committed to the physical, social and

emotional well-being of our students and we want all of our students to make positive choices that lead to endless opportunities. Bullying is an unfortunate act that leads students to serious social and disciplinary consequence that we want to prevent. The Tahoe Truckee Unified School District staff is committed to actively addressing bullying and this resolution will engage teachers and parents in raising awareness during the month of October.

Recommendation: Approve Resolution No. 7-2021-2022 - October - National Bullying Prevention Month

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 7-2021-2022 - October - National Bullying Prevention Month'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Kim Szczurek Yes

9.3 Approve Resolution No. 8-2021-2022 Adopting the Gann Limit

Board Item Staff Report Gann Limit Resolution Gann Calculations School Services Gann Publication

The annual Gann Limit Resolution is being presented to the Board for approval for the 2021-2022 school year.

Recommendation: Approve Resolution No. 8-2021-2022 Adopting the Gann Limit

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 8-2021-2022 Adopting the Gann Limit'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Kim Szczurek Yes

10.0 Consent Agenda

10.1 Approve Personnel Action Report for October 6, 2021

Board Item Staff Report Personnel Action Report

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 insure that the district schools, offices and facilities are properly staffed with quality personnel.

Recommendation: Approve Personnel Action Report for October 6, 2021

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Personnel Action Report for October 6, 2021'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Kim Szczurek Yes

10.2 Approve New Board Policy 1313 Civility

Board Item Staff Report Compared Policy
Approve the new Board Policy 1313 Civility

Recommendation: Review new board policy and provide direction to bring back to the next regular board meeting for approval

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Review new board policy and provide direction to bring back to the next regular board meeting for approval'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Kim Szczurek Yes

10.3 Approve Proposed Revisions to Board Policy and NEW Administrative Regulation 4112.42/4212.42/4312.42 Drug and Alcohol Testing for School Bus Drivers

Board Item Staff Report Compared Policy NEW Regulation
Proposed revisions to Board Policy and NEW Administrative Regulation were presented to the Board for review on September 1, 2021 as recommended by the model provided by CSBA and are being brought back for final approval. Administrative Regulation is provided as information only.

Recommendation: Approve Proposed Revisions to Board Policy and NEW Administrative Regulation 4112.42/4212.42/4312.42 Drug and Alcohol Testing for School Bus Drivers

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revisions to Board Policy and NEW Administrative Regulation 4112.42/4212.42/4312.42 Drug and Alcohol Testing for School Bus Drivers'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Kim Szczurek Yes

10.4 Approve Proposed Revisions to Board Policy 4141/4241 Collective Bargaining Agreement

Board Item Staff Report Compared Policy
Proposed revisions to Board Policy were presented to the Board for review on September 1, 2021 as recommended by the model provided by CSBA and are being presented for final approval.

Recommendation: Approve Proposed Revisions to Board Policy 4141/4241 Collective Bargaining Agreement

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revisions to Board Policy 4141/4241 Collective Bargaining Agreement'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

10.5 Approve Proposed Revisions to Board Policy and Administrative Regulation 4158/4258/4358 - Employee Security

Board Item Staff Report Compared Policy Compared Regulation
Proposed revisions to Board Policy and Administrative Regulation were presented to the Board for review as recommended by the model provided by CSBA on September 1, 2021 and are being presented for final approval.. Administrative Regulation is provided as information only.

Recommendation: Approve Proposed Revisions to Board Policy and Administrative Regulation 4158/4258/4358 - Employee Security

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revisions to Board Policy and Administrative Regulation 4158/4258/4358 - Employee Security'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

10.6 Ratify KidZCommunity 2021-2022 Early Head Start Child Care Center Annual Contract

KidZCommunity 2021-2022 Annual Contract Staff Report KidZCommunity 2021-2022 Annual Contract

KidZCommunity 2021-2022 Early Head Start Child Care Annual Contract supports the TTUSD STEPP and NEXT STEPP programs to provide childcare for our TTUSD student parents. Contract is not to exceed \$171,136.

Recommendation: Ratify KidZCommunity 2021-2022 Early Head Start Child Care Center Annual Contract

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Ratify KidZCommunity 2021-2022 Early Head Start Child Care Center Annual Contract'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

11.0 Consent Items Pulled for Discussion/Approval

12.0 Association Report and Comment

12.1 CSEA - California School Employees Association

12.2 TTEA - Tahoe Truckee Education Association

13.0 Educational Services

A) Curriculum and Instruction

13.1 High School Graduation Requirements for Community Service Hours

Board Item Staff Report Proposed High School Graduation Requirements for Community Service

One of the requirements for high school graduation is that graduating seniors must complete thirty (30) hours of community service. As we move forward with continued unknowns for our students post-COVID-19, we propose a revised schedule for the next few years.

Recommendation: The Board reviews the recommendation for a revision to the High School graduation requirement for Community Service Hours and provides direction to bring it back for action.

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'The Board reviews the recommendation for a revision to the High School graduation requirement for Community Service Hours and provides direction to bring it back for action'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

13.2 Review/Approve the Courses in Adult Education's General Educational Development Program

Board Item Staff Report Adult Education General Education Development Preparation Course Description Adult Education GED Preparation

TTUSD Adult Education offers non-credit classes that prepare adult learners to take and pass all four of the General Education Development (GED) exams: Language Arts, Mathematics, Science, and History. Once the student passes all four exams, they are issued a General Educational Development (GED) certificate.

Recommendation: Review and approve then Adult Education's GED program

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Review and approve then Adult Education's GED program'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

13.3 Review/Approve the Courses in Adult Education's ESL Classes

Board Item Staff Report Adult Education's General Classes for English As A Second Language Course Description Adult Ed English As A Second Language

TTUSD Adult Education offers non-credit English as a Second Language (ESL) classes that equip adult learners with English language fluency.

Recommendation: Review and approve the Adult Education's ESL classes

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Review and approve the Adult Education's ESL classes'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Dianna Driller Yes
Kim Szczurek Yes

13.4 Review/Approve the Courses in Adult Education's CTE Classes

Board Item Staff Report Adult Education Career Technical Education Program Course Description Adult Ed NCCER Core Course Description Adult Ed ESL for NCCER Core TTUSD Adult Education offers non-credit CTE classes that equip adults with workforce training and workforce readiness skills. As identified by local labor market data, the knowledge and skills help Adult Education students to obtain entry-level jobs that lead to livable wages in high-need industries.

Recommendation: Review and approve the courses in Adult Education's CTE Classes

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Review and approve the courses in Adult Education's CTE Classes'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

14.0 Personnel

14.1 Approve Proposed Updates for the Job Description for Health Aid

Board Item Staff Report Job Description - Draft

Updates to this job description are being presented to the Board for review and approval.

Recommendation: Approve Proposed Revisions for the Job Description for Health Aid

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revisions for the Job Description for Health Aid'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

15.0 Business Services

A) Facilities

15.1 Approve Consultant Amendment #17-24-25-A5 with Keenan & Associates for Statewide Educational Wrap Up Program (SEWUP) for the Tahoe Lake Elementary School Modernization & Addition Project

Staff Report Amendment

The SEWUP insurance program was used to provide comprehensive construction insurance. As part of the agreement terms, each policy is subject to audit to identify any increase in construction value once a project is complete. The attached amendment for approval captures the additional insurance coverage.

Recommendation: Approve Consultant Amendment #17-24-25-A5 with Keenan & Associates for Statewide Educational Wrap Up Program (SEWUP) for the Tahoe Lake Elementary School Modernization & Addition Project

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Consultant Amendment #17-24-25-A5 with Keenan & Associates for Statewide Educational Wrap Up Program (SEWUP) for the Tahoe Lake Elementary School Modernization & Addition Project'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

15.2 Approve Consultant Amendment #17-37-57-A1 with Keenan & Associates for Statewide Educational Wrap Up Program (SEWUP) for the Truckee High School Modernization - Increment 1 Project

Staff Report Amendment

The SEWUP insurance program was used to provide comprehensive construction insurance. As part of the agreement terms, each policy is subject to audit to identify any increase in construction value once a project is complete. The attached amendment for approval captures the additional insurance coverage.

Recommendation: Approve Consultant Amendment #17-37-57-A1 with Keenan & Associates for Statewide Educational Wrap Up Program (SEWUP) for the Truckee High School Modernization - Increment 1 Project

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Consultant Amendment #17-37-57-A1 with Keenan & Associates for Statewide Educational Wrap Up Program (SEWUP) for the Truckee High School Modernization - Increment 1 Project'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Kim Szczurek Yes

15.3 Approve Architectural Services Pool in Response to Request for Qualifications RFQ #21-00-01

Staff Report Architectural Services Pool List

The Facilities Department intends to select a pool of qualified firms for consideration to provide architectural services for future projects. An advertisement was issued seeking Statements of Qualifications from experienced entities. The selection committee has screened all applicants and recommend the attached ten firms for the District's pool of architects.

Recommendation: Approve Architectural Services Pool in Response to Request for Qualifications RFQ #21-00-01

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Architectural Services Pool in Response to Request for Qualifications RFQ #21-00-01'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Dianna Driller	Yes
Kim Szczurek	Yes

16.0 First Read - Board Policy

16.1 First Read and Proposed Revisions to Board Policy 0470 COVID-19 Mitigation Plan

Board Item Staff Report Compared Policy

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

Recommendation: Review proposed revisions and provide direction to bring back to the next regular board meeting for approval

17.0 Board Business

17.1 Comments of Board Members

The comments of the board members can be viewed at tahoetruckeemedia.org.

18.0 Second Closed Session

18.1 Public Employment Certificated, Classified, Confidential, and Management

18.2 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

19.0 Report out Action from Closed Session

20.0 Adjournment

There being no further business, the meeting was adjourned at 6:40 p.m.