

# DRAFT MINUTES

## REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, March 16, 2022 (4:00 PM)

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### ROLL CALL

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

**BOARD MEMBERS**      Cristina Hennessey  
                                 Dianna Driller  
                                 Gaylan Larson  
                                 Kim Szczurek  
                                 Kirsten Livak

**ALSO IN ATTENDANCE:** Superintendent Chief Learning Officer Carmen Ghysels, Executive Director of Business Services Todd Rivera, Executive Director of Student Services Jeff Santos, Executive Assistant Lupita Vazquez, Director of Human Resources Joan Zappettini, Coordinator of Information and Technology Serg Balint

### 1.0 Call To Order

President Szczurek called the meeting to order at 4:03 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 Public Employee Performance Evaluation GC 54957 - Superintendent Chief Learning Officer**

**3.2 Conference with Legal Counsel - Existing Litigation GC 54956.9(d)(1), One Case. Special Education Dispute**

Staff Report Settlement Agreement Settlement Agreement  
The Board will consider settlement agreement.

**Recommendation:** Approve settlement agreement – Case #M.N. - 1

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve settlement agreement – Case #M.N. - 1'. 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  
Gaylan Larson Yes  
Kim Szczurek Yes  
Kirsten Livak Yes

### 3.3 Stipulated Expulsion 2021-2022 #1

## 2021-22 #1 Staff Report Stipulated Expulsion 2021-22 #1 Stipulated Expulsion 2021-22 #1 Expulsion Backup Information

The Tahoe Truckee Unified School District, K-12 Guidelines for Suspension and/or Expulsion, are designed to allow school administration to assess incidents on an individual basis and issue student discipline that is age appropriate and based on a progressive discipline model. Under California Education Code section 48900.5 (a) exclusionary discipline shall only be imposed when other means of correction fail to bring about proper conduct. A student shall not be disciplined, suspended, or recommended for expulsion unless the superintendent, a designee or the principal of the school in which the student is enrolled determines the student has violated one or more parts of the California Education Code. When a recommendation for expulsion is made, a conference is held with the Executive Director of Student Services that includes the student, parents and school site administrative staff. During the conference the student and parents are provided a statement of the specific facts and the allegations upon which the proposed expulsion is based, a copy of the disciplinary rules of the district which relate to the alleged violation, an opportunity to inspect and obtain copies of all documents to be used, a notice that includes the date and place of the hearing and parent rights for legal representation. In cases where the student and parents acknowledge "responsibility" for the behavior or activity that led the school administration to recommend expulsion, they are given the opportunity to agree to a Stipulated Expulsion. The advantages in agreeing to a Stipulated Expulsion include: lost educational time is kept to a minimum; the student and parent do not have to appear before an Administrative Hearing Panel and the expulsion process may be expedited. The concept of due process is still in effect, and the parent and student are encouraged to give careful consideration to the consequences of the expulsion. Any recommendation to expel a student must also include a rehabilitation plan which is reviewed when a student applies for readmission.

**Recommendation:** Board will make a recommendation on Student Expulsion 2021-2022 #1

**3.4 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**

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

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

President Szczurek reconvened the meeting at 5:30 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**

On March 16, 2022, the board approved a settlement agreement related to a student and Tahoe Truckee Unified School District (TTUSD), regarding education dispute. In closed session this evening, with a unanimous vote, the board approved a settlement agreement.

## **6.0 Approval of Agenda**

### **6.1 Approve March 16, 2022, Board Meeting Agenda**

**Recommendation:** Approve March 16, 2022, Board Meeting Agenda

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve March 16, 2022, 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
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

## **7.0 Student Expulsion**

### **7.1 Stipulated Expulsion 2021-2022 #1**

Stipulated Expulsion 2021-22 #1 Expulsion Backup Information

The Tahoe Truckee Unified School District, K-12 Guidelines for Suspension and/or Expulsion, are designed to allow school administration to assess incidents on an individual basis and issue student discipline that is age appropriate and based on a progressive discipline model. Under California Education Code section 48900.5

(a) exclusionary discipline shall only be imposed when other means of correction fail to bring about proper conduct. A student shall not be disciplined, suspended, or

recommended for expulsion unless the superintendent, a designee or the principal of the school in which the student is enrolled determines the student has violated one or more parts of the California Education Code. When a recommendation for expulsion is made, a conference is held with the Executive Director of Student Services that

includes the student, parents and school site administrative staff. During the

conference the student and parents are provided a statement of the specific facts and the allegations upon which the proposed expulsion is based, a copy of the disciplinary

rules of the district which relate to the alleged violation, an opportunity to inspect and obtain copies of all documents to be used, a notice that includes the date and place of

the hearing and parent rights for legal representation. In cases where the student and parents acknowledge "responsibility" for the behavior or activity that led the school

administration to recommend expulsion, they are given the opportunity to agree to a Stipulated Expulsion. The advantages in agreeing to a Stipulated Expulsion include: lost

educational time is kept to a minimum; the student and parent do not have to appear before an Administrative Hearing Panel and the expulsion process may be expedited.

The concept of due process is still in effect, and the parent and student are encouraged to give careful consideration to the consequences of the expulsion. Any

recommendation to expel a student must also include a rehabilitation plan which is reviewed when a student applies for readmission.

**Recommendation:** Board will make a recommendation on Student Expulsion 2021-2022 #1

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Board will make a recommendation on Student Expulsion 2021-

2022 #1'. 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
Gaylan Larson	Yes
Kim Szczurek	Yes

Kirsten Livak      Yes

## 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](http://tahoetruckeemedia.org).

## 9.0 Resolution

### 9.1 Approve Resolution No. 18-2021-2022 Approving and Authorizing a Contract with BusWest for Purchase of One School Bus Pursuant to Public Contract Code Section 20118

The District was awarded a grant from Northern Sierra Air Quality Management District (NSAQMD) for \$75,000.00 to purchase one (1) low NOx school bus. This project is funded by the AB 2766 DMV Fund Program. The district is planning to purchase one (1) 2023 Thomas Built Saf-T-Liner HDX 84 passenger bus totaling \$199,999.13. The pricing for this bus is based on a formal bid process performed by the Hemet Unified School District and their awarded contract to BusWest on June 15, 2021. The awarded contract included a clause allowing other districts to receive the same pricing (i.e., a piggyback clause per PCC 20118) for the 2021/2022 fiscal year. This resolution establishes the intent of the District to purchase one bus under the pricing structure identified in the Hemet Unified School District Contract. This agreement is for the purchase of one (1) 2023 Thomas Built Saf-T-Liner HDX 84 passenger bus. This resolution authorizes the District to: 1) Participate in the Hemet Unified School District pricing contract per Public Contract Code 20118 2) Purchase one (1) bus through BusWest

**Recommendation:** Approve Resolution No. 18-2021-2022 Approving and Authorizing a Contract with BusWest for Purchase of One School Bus Pursuant to Public Contract Code Section 20118

#### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 18-2021-2022 Approving and Authorizing a Contract with BusWest for Purchase of One School Bus Pursuant to Public Contract Code Section 20118'. 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  
Gaylan Larson Yes  
Kim Szczurek Yes  
Kirsten Livak Yes

### 9.2 Resolution No. 19-2021-2022 Authorizing Electronic Meetings of the Governing Board During a State of Emergency Pursuant to Government Code Section 54953(E)

In March 2020, the Governor issued an Executive Order suspending provisions of the Brown Act and allowing meetings of the governing board to be held telephonically or otherwise electronically. This authority had been extended to September 30, 2021. Recently, the Governor signed Assembly Bill No. 361 which amends the Brown Act to continue to allow telephonic or electronic meetings beyond September 30. In allowing electronic meetings, AB 361 also protects the rights of the public by requiring electronic means for members of the public to observe and provide comment in real time.

**Recommendation:** Approve Resolution No. 19-2021-2022 Authorizing Electronic Meetings of the Governing Board During a State of Emergency Pursuant to Government Code Section 54953(E)

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 19-2021-2022 Authorizing Electronic Meetings of the Governing Board During a State of Emergency Pursuant to Government Code Section 54953(E)'. 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
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

## 10.0 Donation

### 10.1 Accept Donation from Heart of Gold Bike Ride for Teen Mental Wellness for the TTUSD Schools Located within Nevada County Boundaries

The inaugural Heart of Gold gravel race, a 55-mile ride with a 31-mile timed segment, occurred November 8, 2021, and brought together over 200 riders to raise funds and awareness for teen mental wellness. Nevada County Supervisor Hardy Bullock serves as race event chair of The Heart of Gold and shared, "The Heart of Gold is an opportunity to compete against some of the best riders in the state while increasing awareness for mental wellness in Nevada County."

**Recommendation:** Accept Donation from Heart of Gold Bike Ride for Teen Mental Wellness for the TTUSD Schools Located within Nevada County Boundaries

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Accept Donation from Heart of Gold Bike Ride for Teen Mental Wellness for the TTUSD Schools Located within Nevada County Boundaries'. 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
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

### 10.2 Accept the donation from Apple/FIRST for the Truckee Robotics Team

This donation from Apple/FIRST will assist students at Truckee High School in robotics.

**Recommendation:** Accept the donation from Apple/FIRST for the Truckee Robotics Team

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Accept the donation from Apple/FIRST for the Truckee Robotics 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
Gaylan Larson	Yes
Kim Szczurek	Yes

Kirsten Livak      Yes

## 11.0 Grant

### 11.1 Approve Agreement with Northern Sierra Air Quality Management District for AB 2766 DMV Fund Program Grant Funds

The District was awarded a grant from Northern Sierra Air Quality Management District (NSAQMD) for \$75,000.00 to purchase one (1) low NOx school bus. This project is funded by the AB 2766 DMV Fund Program. The AB 2766 DMV Fund Program is funded from vehicle license fees and provides grant funding to implement activities or purchase equipment that reduces air pollution from vehicles. NSAQMD agreed to let us switch the conventional bus listed on the agreement to a transit bus. The district is planning to purchase one (1) 2023 Thomas Built Saf-T-Liner HDX 84 passenger bus totaling \$199,999.13. The pricing for this bus is based on a formal bid process performed by the Hemet Unified School District and their awarded contract to BusWest on June 15, 2021. The awarded contract included a clause allowing other districts to receive the same pricing (i.e., a piggyback clause per PCC 20118) for the 2021/2022 fiscal year.

**Recommendation:** Approve Agreement with Northern Sierra Air Quality Management District for AB 2766 DMV Fund Program Grant Funds

#### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Agreement with Northern Sierra Air Quality Management District for AB 2766 DMV Fund Program Grant Funds'. 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  
Gaylan Larson Yes  
Kim Szczurek Yes  
Kirsten Livak Yes

### 11.2 Accept the Grant from Excellence in Education Foundation for North Tahoe High School Library

Excellence in Education is making a generous donation to North Tahoe High School Library. This grant will allow flexible seating in the library to promote collaboration. The grant will enhance the current seating by purchasing two additional benches.

**Recommendation:** Accept the Grant from Excellence in Education Foundation for North Tahoe High School Library

#### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Accept the Grant from Excellence in Education Foundation for North Tahoe High School Library'. 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  
Gaylan Larson Yes  
Kim Szczurek Yes  
Kirsten Livak Yes

## 12.0 Consent Agenda

### 12.1 Approve Personnel Action Report for March 16, 2022

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 March 16, 2022

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Personnel Action Report for March 16, 2022'. 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

Gaylan Larson Yes

Kim Szczurek Yes

Kirsten Livak Yes

**12.2 Approve Leave of Absence Requests for the 2022-2023 School Year**

Human Resources works with site and department administrators to assess staffing and recommend approval of leaves.

**Recommendation:** Approve Leave of Absence Requests for the 2022-2023 School Year

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Leave of Absence Requests 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

Gaylan Larson Yes

Kim Szczurek Yes

Kirsten Livak Yes

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

**14.0 Educational Services**

**A) Curriculum and Instruction**

**14.1 First Read of Proposed New High School Course for 2022-2023, CTE Sports Medicine Course 1**

This introductory course is designed to have students learn the basic fundamentals of careers in sports medicine. Students will learn through practical hands-on application how to assess, prepare, prevent, evaluate, and treat emergency procedures.

**Recommendation:** Review and provide direction on course adoption

**14.2 First Read of Adoption of High School Science Materials**

Board Item Staff Report Adoption High School Science Materials

In 2016, the California State Board of Education adopted a new Science framework to align with the Next Generation Science Standards (NGSS). NGSS provides a three-dimensional approach to K-12 science instruction. These standards represent a significant transition from previous state standards. Current TTUSD high school



science instructional materials were adopted before NGSS and no longer align with science standards.

**Recommendation:** Review and provide direction on the proposed adoption of instructional materials for High School Science Materials

## 15.0 Business Services

### A) Facilities

#### **15.1 Approve Agreement #22-28-03 Between Tahoe Truckee Unified School District and The Garland Company, Inc. to Purchase Roofing Materials and Warranty for the Alder Creek Middle School Roofing Project**

District seeks to purchase roofing materials and a warranty from Garland to be installed at Alder Creek Middle School by August 23, 2022

**Recommendation:** Approve Agreement #22-28-03 Between Tahoe Truckee Unified School District and The Garland Company, Inc. to Purchase Roofing Materials and Warranty for the Alder Creek Middle School Roofing Project

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

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Agreement #22-28-03 Between Tahoe Truckee Unified School District and The Garland Company, Inc. to Purchase Roofing Materials and Warranty for the Alder Creek Middle School Roofing Project'. 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
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

#### **15.2 Approve Bid Package and Approve Contractor's Agreement #22-28-04 with Rua & Son Mechanical Inc., the Lowest Responsive and Responsible Bidder for the Alder Creek Middle School Roofing Project**

Approve bid package and approve contractor's agreement #22-28-04 with Rua & Son Mechanical Inc., for the Alder Creek Middle School Roofing Project

**Recommendation:** Approve Bid package and Approve Contractor's Agreement #22-28-04 with Rua & Son Mechanical Inc., the Lowest Responsive and Responsible Bidder for the Alder Creek Middle School Roofing Project

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

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Bid package and Approve Contractor's Agreement #22-28-04 with Rua & Son Mechanical Inc., the Lowest Responsive and Responsible Bidder for the Alder Creek Middle School Roofing Project'. 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
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

#### **15.3 Request Delegation of Authority to Contract for Superintendent or Designee to Purchase Roofing Materials**



Updated delegation of authority and power to contract to the Superintendent or designee for the purchase of roofing materials and warranty from The Garland Company, Inc. ("Garland"), a vendor awarded a California Multiple Award Schedule ("CMAS") contract by the State of California Department of General Services.

**Recommendation:** Approve Request Delegation of Authority to Contract for Superintendent or Designee to Purchase Roofing Materials

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Request Delegation of Authority to Contract for Superintendent or Designee to Purchase Roofing Materials'. 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
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

## **B) Fiscal Services**

### **15.4 2021-2022 Second Interim Report**

The education code requires all school districts to prepare a Second Interim Report for the 2021-2022 school year by March 17, 2022. The Second Interim Report contains all activity and any proposed budget revisions as of January 31, 2022. These budget revisions are based on information made available after the initial 2021-2022 Budget Adoption approved on June 23, 2021.

**Recommendation:** Approve the 2021-2022 Second Interim Report

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve the 2021-2022 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
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

## **16.0 Public Comment**

**16.1 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

## **17.0 Board Business**

### **17.1 Comments of Board Members**

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

## **18.0 Second Closed Session**

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

**18.2 Conference with Legal Counsel - Existing Litigation GC 54956.9(d)(1), One Case. Special Education Dispute**

The Board will consider settlement agreement.

**Recommendation:** Approve settlement agreement – Case #M.N. - 1

**18.3 Stipulated Expulsion 2021-2022 #1**

2021-22 #1 Staff Report Stipulated Expulsion 2021-22 #1 Stipulated Expulsion 2021-22 #1 Expulsion Backup Information

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

**18.5 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 6:28 p.m.