

# DRAFT MINUTES

## REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, November 15, 2023 (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  
                                 Kirsten Livak  
                                 Patrick Mooney  
                                 Denyelle Nishimori

### ALSO IN ATTENDANCE

Superintendent Chief Learning Officer Kerstin Kramer, Assistant Superintendent Chief Business Officer Todd Rivera, Assistant Superintendent of Educational Services Logan Mallonee, Executive Director of Student Services Annamarie Cohen, Executive Director of Human Resources Mike Shepherd, Director of Technology Ed Hilton, and Executive Assistant Lupita Vazquez.

### 1.0 Call to Order

President Driller 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.**

**Recommendation:**

### 3.0 Closed Session

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

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

**3.3 Conference with Labor Negotiators-Government Code 54957.6 Kerstin Kramer, Superintendent CLO, Todd Rivera, Executive Director of Business Services, 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**

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

President Driller reconvened the meeting at 5:31 p.m.

### 5.0 Open Session/Report out Action Taken in Closed Session

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

No reportable action was taken in closed session.

## 6.0 Approval of Agenda

### 6.1 Approve November 15, 2023, Board Meeting Agenda

**Recommendation:** Approve November 15, 2023, Board Meeting Agenda

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve November 15, 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.**

**Recommendation:**

The public comments can be viewed at [tahoetruckeemedia.org](https://tahoetruckeemedia.org).

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

## 9.0 Resolution

### 9.1 Resolution No. 8-2023-2024 Recognizing National Special Education Day and Special Educator Appreciation

National Special Education Day is observed annually on December 2. This day marks the anniversary of our nation's first federal special education law, which was signed by President Gerald Ford on December 2, 1975. This law made education available to all American children, and it provided the foundation for the highly specialized and inclusive programs that we have today. The Tahoe Truckee Unified School District would like to take this opportunity to formally acknowledge our team of special educators by recognizing December 2, 2022, as our fourth observance of Special Education Day and designating the week of December 2 through 6 as Special Educator Appreciation Week.

**Recommendation:** Approve Resolution No. 8-2023-2024 Recognizing National Special Education Day and Special Educator Appreciation Week

**ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Dianna Driller)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 8-2023-2024 Recognizing National Special Education Day and Special Educator Appreciation Week'. 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

## **9.2 Approve Resolution No. 9-2023-2024 - 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. 9-2023-2024 - Authorize Superintendent to Sign Application for Continued Funding for the California State Preschool Program

### **ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 9-2023-2024 - 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

## **10.0 Donation**

### **10.1 Accept Donation from Truckee Elementary PTO for Truckee Elementary Classroom Materials for All Grades**

Truckee Elementary PTO generously provides a donation in the amount of \$15,300.00 to help purchase classroom materials for the Truckee Elementary School classrooms for all grades.

**Recommendation:** Accept the donation from Truckee Elementary PTO for Truckee Elementary classroom materials for all grades.

### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept the donation from Truckee Elementary PTO for Truckee Elementary classroom materials for all grades'. 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 Grant**

### **11.1 Accept Grant from ACMS PTO for Alder Creek Middle School 7th Grade Robotics Class**

The Alder Creek Middle School Parent Teacher Organization is generously providing a grant in the amount of \$1,000.00 to assist in the purchase of 15 VEX IQ Robotics kits to offer a robotics course through the school's ACES (electives) program.

**Recommendation:** Accept a grant from the ACMS Parent Teacher Organization (PTO) for the Robotics class in 7th grade at the Alder Creek Middle School.

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept a grant from the ACMS Parent Teacher Organization (PTO) for the Robotics class in 7th grade at the Alder Creek Middle 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 Public Hearing

### 12.1 Public Hearing & Public Comment Regarding the Tahoe Truckee Unified School District's [TTUSD] Initial Proposal to the Classified School Employees Association Chapter No. 383 [CSEA] Regarding 2023-2024 Negotiations

Government Code mandates that school districts make public the topics of discussion during negotiations. When proposals are first submitted they must be placed on the Board's regular agenda for review. The Board must hold a public hearing in order to take input from the public on the proposal(s). The purpose of this evening's hearing is to solicit and receive public comment on these proposals.

**Recommendation:** Staff recommends that the Board accept public comment regarding the initial bargaining proposal for TTUSD to CSEA for the 2023-2024 negotiations sessions

The public hearing opened and closed at 5:53 p.m. with no public comment.

### 12.2 Public Hearing & Public Comment Regarding the Classified School Employees Association Chapter No. 383 [CSEA] Initial Proposal to the Tahoe Truckee Unified School District [TTUSD] Regarding 2023-2024 Negotiations

Government Code mandates that school districts make public the topics of discussion during negotiations. When proposals are first submitted they must be placed on the Board's regular agenda for review. The Board must hold a public hearing in order to take input from the public on the proposal(s). The purpose of this evening's hearing is to solicit and receive public comment on these proposals.

**Recommendation:** Staff recommends that the Board accept public comment regarding the initial bargaining proposal for CSEA to TTUSD for the 2023-2024 negotiations sessions.

The public hearing opened and closed at 5:54 p.m. with no public comment.

## 13.0 Negotiations

### 13.1 Consideration and Public Notice of the Tahoe Truckee Unified School District's [TTUSD] Initial Proposal to the California School Employees Association Chapter No. 383's [CSEA] Regarding the Classified Unit Collective Bargaining Agreement 2023-2024 Negotiations Year

Each year, prior to negotiations, both the Tahoe Truckee Unified School District (TTUSD) and the Classified School Employee Chapter No. 383 (CSEA) exchange

Sunshine Articles identifying Articles in the Collective Bargaining Agreement to be discussed in negotiations. TTUSD's Initial Proposal is attached.

**Recommendation:** Approve the Tahoe Truckee Unified School District's [TTUSD]Initial Proposal to the California School Employees Association Chapter No. 383's [CSEA] Regarding the Classified Unit Collective Bargaining Agreement 2023-2024 Negotiations Year

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve the Tahoe Truckee Unified School District's [TTUSD]Initial Proposal to the California School Employees Association Chapter No. 383's [CSEA] Regarding the Classified Unit Collective Bargaining Agreement 2023-2024 Negotiations 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 Consideration and Public Notice of the Classified School Employees Association Chapter No. 383's [CSEA] Initial Proposal to the Tahoe Truckee Unified School District [TTUSD] Regarding the Classified Unit Collective Bargaining Agreement 2023-2024 Negotiations Year**

Each year, prior to negotiations, both the Tahoe Truckee Unified School District (TTUSD) and the Classified School Employee Chapter No. 383 (CSEA) exchange Sunshine Articles identifying Articles in the Collective Bargaining Agreement to be discussed in negotiations. CSEA's Initial Proposal is attached.

**Recommendation:** Approve the Classified School Employees Association Chapter No. 383's [CSEA] Initial Proposal to the Tahoe Truckee Unified School District [TTUSD] Regarding the Classified Unit Collective Bargaining Agreement 2023-2024 Negotiations Year

**ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve the Classified School Employees Association Chapter No. 383's [CSEA] Initial Proposal to the Tahoe Truckee Unified School District [TTUSD] Regarding the Classified Unit Collective Bargaining Agreement 2023-2024 Negotiations 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

**14.0 Consent Agenda**

**14.1 Approve Date for Annual Organizational Meeting in December 2023**

The date and time of the annual organizational meeting must be selected by the governing board at the regular meeting held immediately prior to December 8, 2023, unless otherwise provided by a policy or bylaw of the governing board.

**Recommendation:** Approve December 13, 2023, as the annual organizational meeting date for the Board of Education for the Tahoe Truckee Unified School District.

**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve December 13, 2023, as the annual organizational meeting date for the Board of Education for the Tahoe Truckee Unified School District'. 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 Personnel Action Report for November 15, 2023**

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 November 15, 2023

**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Personnel Action Report for November 15, 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

**14.3 Approve Proposed Revisions to Board Policy 4112.9-E/4212.9-E/4312.9-E Employee Notifications**

Proposed revisions to the Exhibit are presented to the Board for review as recommended by the model provided by CSBA. The Exhibit was reviewed by the Board on November 1, 2023.

**Recommendation:** Approve Proposed Revisions to Board Policy 4112.9-E/4212.9-E/4312.9-E Employee Notifications

**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revisions to Board Policy 4112.9-E/4212.9-E/4312.9-E Employee Notifications'. 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

#### **14.4 Approve Proposed Revisions to Regulations 4161.1/4261.1/4361.1 Personal Illness/Injury Leave**

Proposed revisions to Regulations are presented to the Board for review as recommended by the model provided by CSBA. Administrative Regulations are included as information only. This Regulation was reviewed by the Board on November 1, 2023.

**Recommendation:** Approve Proposed Revisions to Regulations 4161.1/4261.1/4361.1 Personal Illness/Injury Leave

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

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revisions to Regulations 4161.1/4261.1/4361.1 Personal Illness/Injury Leave'. 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

#### **14.5 Approve Disposal of Obsolete Instructional Materials**

Over the years, old and outdated instructional materials have accumulated at the sites and the district and are no longer being used. These items are not current Board-adopted materials, and we would like to dispose of these items by following California Education Code Section 60530. As required by Education Code Section 60530(b), a list of materials to be disposed of will be provided to any party requesting a list within 30 days of Board approval.

**Recommendation:** Approve the disposal of obsolete instructional materials.

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

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve the disposal of obsolete instructional 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  
Kirsten Livak Yes  
Patrick Mooney Yes  
Denyelle Nishimori Yes

#### **14.6 Approve October Board Meeting Minutes**

Recap of Board Meeting Minutes

**Recommendation:** Approve October Board Meeting Minutes

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

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve October 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

#### **14.7 Declare List of Equipment to be Surplus and Estimated Values**

The Facilities department is continually evaluating our inventory of furniture and equipment to determine the condition and usability of each asset. In order to dispose of furniture and equipment, the Board must first declare them surplus. By declaring these items surplus, the District is able to offer these items for sale to the public through a published notice in accordance with California Education Code Section 17545.

**Recommendation:** Declare the list of equipment to be surplus and estimated values  
**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Declare the list of equipment to be surplus and estimated values'. 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

#### **14.8 Ratify Agreement #23-21-14M with Sierra Snow Removal & Excavating for Snow Removal Services at Donner Trail Elementary School**

This agreement with Sierra Snow Removal & Excavating is to provide snow removal services at Donner Trail Elementary School from November 1, 2023, to April 30, 2024.

**Recommendation:** Ratify Agreement #23-21-14M with Sierra Snow Removal & Excavating for Snow Removal Services at Donner Trail Elementary School

**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Ratify Agreement #23-21-14M with Sierra Snow Removal & Excavating for Snow Removal Services at Donner Trail Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **14.9 Ratify Agreement #23-26-06M with Green Bear Construction for Snow Removal Services at Truckee Elementary School**

This agreement with Green Bear Construction is to provide Snow Removal Services at Truckee Elementary School from November 1, 2023, to April 30, 2024.

**Recommendation:** Ratify Agreement #23-26-06M with Green Bear Construction for snow removal services at Truckee Elementary School

**ORIGINAL - Motion**

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Ratify Agreement #23-26-06M with Green Bear Construction for snow removal services at Truckee Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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



Denyelle Nishimori Yes

#### **14.10 Ratify Agreement #23-27-06M with Green Bear Construction for Snow Removal Services at Glenshire Elementary School**

This agreement with Green Bear Construction is to provide snow removal services at Glenshire Elementary School from November 1, 2023, to April 30, 2024.

**Recommendation:** Ratify Agreement #23-27-06M with Green Bear Construction for Snow Removal Services at Glenshire Elementary School

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

Member **(Cristina Hennessey)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Ratify Agreement #23-27-06M with Green Bear Construction for Snow Removal Services at Glenshire Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Kirsten Livak Yes

Patrick Mooney Yes

Denyelle Nishimori Yes

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

#### **16.0 Educational Services**

##### **16.1 Review and Approve School Plans for Student Accountability for the 2023-2024 School Year**

The School Plan for Student Achievement (SPSA) is a comprehensive document providing details about the school's planned actions and expenditures to support student outcomes and overall performance and how these actions connect to the District's Local Control Accountability Plan (LCAP), which organizes goals for the entire District.

**Recommendation:** Approve School Plans for Student Achievement for the 2023-2024 school year.

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

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve School Plans for Student Achievement for the 2023-2024 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

#### **17.0 Student Services**

##### **17.1 Attendance Presentation**

#### **18.0 Board Business**

##### **18.1 Comments of Board Members**

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

## **19.0 Second Closed Session**

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

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

**19.3 Conference with Labor Negotiators-Government Code 54957.6 Kerstin Kramer, Superintendent CLO, Todd Rivera, Executive Director of Business Services, 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**

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

### **21.0 Adjournment**

There being no further business, the meeting was adjourned at 6:47 p.m.