



**Secretary of State**  
**Registry of Public Agencies**  
 (Government Code section 53051)

**SF-405**

**IMPORTANT** — [Read Instructions](#) before completing this form.

There is **No Fee** for a Registry of Public Agencies filing

**Copy Fees** – First page \$1.00; each attachment page \$0.50;  
 Certification Fee - \$5.00

**This Space For Office Use Only**

**1. Type of Filing** (Check one.)

- Initial Filing (first Registry of Public Agencies filing for an agency)  
 Updated Filing (change to an existing Registry of Public Agencies record)

**2. Agency Information**

a. Full Legal Name of Public Agency

Tahoe Truckee Unified School District

b. Nature of Update (complete if Updated Filing)

Organizational Meeting

c. County

Placer

d. Official Mailing Address

11603 Donner Pass Road, Truckee, CA 96161

**3. Chairperson, President, or Other Presiding Officer**

a. Name

Kim Szczurek

b. Title

President

c. Business or Residence Address

11980 Lausanne Way, Truckee, CA 96161

**4. Clerk or Secretary**

a. Name

Gaylan Larson

b. Title

Clerk to the Board

c. Business or Residence Address

11155 Rancho View Court, Truckee, CA 96161

**5. Other Members of the Governing Board** (Enter as many as applicable. Attach additional pages for additional members.)

Name Kirsten Livak	Business or Residence Address 15607 Waterloo Court, Truckee, CA 96161
Name Dianna Driller	Business or Residence Address 2680 Quail Lane, Homewood, CA 96141
Name Cris Hennessey	Business or Residence Address 8863 Minnow Ave., Kings Beach, CA 96161
Name	Business or Residence Address
Name	Business or Residence Address

**6. Date and Sign Below** (Additional members set forth on attached pages, if any, are incorporated herein by reference and made part of this Form SF-405, Registry of Public Agencies.)

12/15/2021

Date

*Carmen D. Ghysels*  
 Signature

Carmen Ghysels, Superintendent CLO

Type or Print Name

## Instructions for Completing the Registry of Public Agencies (Form SF-405)

The governing body of a public agency is required, within 70 days after the commencement of the agency's legal existence, to file a specified statement of facts about the agency with the Secretary of State. This information is also required to be updated within 10 days of a change to it.

### Fees:

- **Filing Fee:** There is **no fee** for a Registry of Public Agencies filing.

**Copies:** To obtain copies or certified copies of the filed document, include payment for copy fees and certification fees at the time the document is submitted. Copy fees are \$1.00 for the first page and \$0.50 for each additional page. For certified copies, there is an additional \$5.00 certification fee, per copy.

**Payment Type:** Check(s) or money orders should be made payable to the Secretary of State. **Do not send cash by mail.** If submitting the document in person in our Sacramento office, payment also may be made by credit card (Visa or Mastercard).

If you are not completing this form online, please **type or legibly print** in black or blue ink. **Complete the Registry of Public Agencies (Form SF-405) as follows:**

Item	Instruction	Tips
1.	You must check the appropriate box ( <b>check one</b> ).	<ul style="list-style-type: none"> <li>• If this is the first Registry of Public Agencies filing for an agency, check "Initial Filing".</li> <li>• If this is a change to an existing Registry of Public Agencies record, check "Updated Filing".</li> </ul>
2a.	Enter the full legal name of the public agency.	
2b.	Indicate the nature of the update if this is an updated filing.	<ul style="list-style-type: none"> <li>• Leave this blank for initial filings.</li> <li>• For updated filings, list information that has changed.</li> </ul>
2c.	Enter the county or counties in which the agency operates.	<ul style="list-style-type: none"> <li>• List as many as applicable. If additional space is required, attach additional pages.</li> </ul>
2d.	Enter the agency's official mailing address.	<ul style="list-style-type: none"> <li>• The <b>complete address</b> is required, including the street name and number, city, state, and zip code.</li> <li>• P.O. box is acceptable.</li> </ul>
3a.	Enter the Chairperson, President, or Other Presiding Officer's name.	
3b.	Enter the Chairperson, President, or Other Presiding Officer's official title.	<ul style="list-style-type: none"> <li>• Include the full official title.</li> </ul>
3c.	Enter the Chairperson, President, or Other Presiding Officer's business or residence address.	<ul style="list-style-type: none"> <li>• A <b>complete address</b> is required, including the street name and number, city, state, and zip code.</li> </ul>
4a.	Enter the Clerk or Secretary's name.	
4b.	Enter the Clerk or Secretary's official title.	<ul style="list-style-type: none"> <li>• Include the full official title.</li> </ul>

4c.	Enter the Clerk or Secretary's business or residence address.	<ul style="list-style-type: none"> <li>• A <b>complete address</b> is required, including the street name and number, city, state, and zip code.</li> </ul>
5.	Enter the name and business or residence of any other members of the agency's governing board, if applicable.	<ul style="list-style-type: none"> <li>• A <b>complete address</b> is required, including the street name and number, city, state, and zip code.</li> <li>• Attach additional pages if additional space is required.</li> </ul>
6.	Date, sign, and print the name of the individual completing the form.	

**Where to File:** Completed forms along with the applicable fees, if any can be mailed to Secretary of State, Special Filings Unit, P.O. Box 942870, Sacramento, CA 94277-2870 or delivered in person (drop off) to the Sacramento office, 1500 11th Street, 2nd Floor, Sacramento, CA 95814. This form is filed only in the Sacramento office.

**Legal Authority:** General statutory filing provisions are found in Section [53051](#). All statutory references are to the California Government Code, unless otherwise stated.