

DRAFT MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT
Wednesday, April 23, 2025 (4:30 PM)

ROLL CALL

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

BOARD MEMBERS Cristina Hennessey
 Kirsten Livak
 Patrick Mooney

ALSO, IN ATTENDANCE

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

1.0 Call to Order

Clerk Hennessey called the meeting to order at 4:32 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

Clerk Hennessey 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 April 23, 2025, Board Meeting Agenda

Recommendation: Approve April 23, 2025, Board Meeting Agenda
ORIGINAL - Motion

Member (**Patrick Mooney**) Moved, Member (**Kirsten Livak**) Seconded to approve the **ORIGINAL** motion 'Approve April 23, 2025, 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
Kirsten Livak Yes
Patrick Mooney 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.

8.0 School Showcase

8.1 Donner Trail Elementary School Showcase

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

9.0 Resolution

9.1 Approve Resolution No. 24-2024-2025 School Bus Driver's Day, April 22, 2025

Each year, the California State Assembly recognizes the hard and dedicated service provided by California School Bus Drivers. The State of California declares the fourth Tuesday in April as School Bus Driver Day in California. Tahoe Truckee Unified School District Board of Education would like to thank the school bus drivers for their service to our community.

Recommendation: Approve Resolution No. 24-2024-2025 School Bus Driver's Day, April 22, 2025.

ORIGINAL - Motion

Member (**Patrick Mooney**) Moved, Member (**Kirsten Livak**) Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 24-2024-2025 School Bus Driver's Day, April 22, 2025'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

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.

11.0 Presentation

11.1 TTUSD Sustainability Program Update

12.0 Grant

12.1 Accept Grant from Tahoe Mountain Resorts 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 Tahoe Mountain Resorts Foundation has awarded a donation in the amount of \$5,000.00 to assist in funding the educational program.

Recommendation: Accept the grant from the Tahoe Mountain Resorts Foundation for the Sagehen Outdoor Education Program.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Accept the grant from the Tahoe Mountain Resorts Foundation for the Sagehen Outdoor Education Program'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Kirsten Livak Yes

Patrick Mooney Yes

12.2 Accept Grant from Excellence in Education Foundation for Bunk Bed Mattresses for the Transformative Adventures in Hands-on Outdoor Education (TAHOE) Lab and Outdoor School

The Excellence in Education Foundation is providing a grant to purchase 200 bunk bed mattresses for their new TAHOE Outdoor School. The Outdoor School aims to provide students with increased academic achievement, improved social and emotional skills, and a greater appreciation for the natural world through experiential outdoor education.

Recommendation: Accept the grant from the Excellence in Education Foundation for bunk bed mattresses for the Transformative Adventures in Hands-on Outdoor Education (TAHOE) Lab and Outdoor School.

ORIGINAL - Motion

Member **(Patrick Mooney)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Accept the grant from the Excellence in Education Foundation for bunk bed mattresses for the Transformative Adventures in Hands-on Outdoor Education (TAHOE) Lab and Outdoor School'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Kirsten Livak Yes

Patrick Mooney Yes

13.0 Consent Agenda

13.1 Approve Personnel Action Report for April 23, 2025

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 April 23, 2025.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the Personnel Action Report for April 23, 2025'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Kirsten Livak Yes
Patrick Mooney Yes

13.2 Approve Reduced Workload Leave Requests for the 2025-2026 School Year

The District may allow unit members to participate in a Reduced Workload Program consistent with current applicable law.

Recommendation: Approve the Reduced Workload Leave Requests for the 2025-2026 School Year.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the Reduced Workload Leave Requests for the 2025-2026 School Year'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

13.3 Approve Proposed Revision to Board Policy and Administrative Regulation 5113 Absences and Excuses

Proposed revision to board policy are presented to the Board for review as recommended by the model provided by CSBA. These revisions were reviewed by the Board on April 2, 2025.

Recommendation: Approve Proposed Revision to Board Policy and Administrative Regulation 5113 Absences and Excuses

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revision to Board Policy and Administrative Regulation 5113 Absences and Excuses'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

13.4 Approve Proposed Revision to Board Policy 6164.2 Guidance and Counseling Services

Proposed revision to board policy are presented to the Board for review as recommended by the model provided by CSBA. These revisions were reviewed by the Board on April 2, 2025.

Recommendation: Approve Proposed Revision to Board Policy 6164.2 Guidance and Counseling Services

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve Proposed Revision to Board Policy 6164.2 Guidance and Counseling Services'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

13.5 Approve Proposed New Job Description for Secondary Transition Specialist

A new job description for Secondary Transition Specialist is being presented to the Board for review and approval.

Recommendation: Approve the proposed new job description for Secondary Transition Specialist.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed new job description for Secondary Transition Specialist'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

13.6 Approve Proposed New Job Description for Educational Specialist

A new job description for Secondary Transition Specialist is being presented to the Board for review and approval.

Recommendation: Approve the proposed new job description for Secondary Transition Specialist.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed new job description for Secondary Transition Specialist'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

13.7 Approve Proposed Revisions to the Certificated Management Salary Schedule

Revisions to the Certificated Management Salary Schedule are presented to the Board for review and approval.

Recommendation: Approve the proposed revisions to the Certificated Management Salary Schedule.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to the Certificated Management Salary Schedule'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

13.8 Approve Adoption of High School Personal Finance Course for School Year 2025-2026

The personal finance course equips high school students with essential skills and knowledge to manage personal finances effectively.

Recommendation: Approve course adoption. The first read was presented to the board during the April 2, 2025, board meeting.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve course adoption. The first read was presented to the board during the April 2, 2025, board meeting'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

13.9 Approve the North Tahoe High School Overnight Field Trip to Rideout in Tahoe City, CA, from April 10 through April 11, 2025

All fifth graders at Kings Beach Elementary embark on a two-day, one-night immersive program with the Headwaters Institute. Five high school students from North Tahoe High School will work as counselors for the 5th grade students.

Recommendation: Approve the North Tahoe High School overnight field trip to Rideout in Tahoe City, CA, from April 10 through April 11, 2025, for five camp counselors.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the North Tahoe High School overnight field trip to Rideout in Tahoe City, CA, from April 10 through April 11, 2025, for five camp counselors'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

13.10 Approve Proposed Glenshire Elementary School Overnight Field Trip to Sacramento Zoo and Aerospace Museum from May 22 to May 23, 2025

From May 22nd to 23rd, 2025, our Glenshire Elementary School's 5th-grade students will embark on an exciting two-day field trip to Sacramento! This enriching experience is designed to foster crucial Social-Emotional Learning (SEL) skills. By bringing all four 5th-grade classes together, we aim to create a collaborative and supportive environment where students can: Build meaningful connections: Forge friendships and strengthen bonds with peers from different classrooms. Develop essential social skills: Enhance empathy, communication, and teamwork – invaluable as they prepare for the transition to middle school. Create lasting memories: Experience shared adventures and learn valuable life lessons through hands-on activities and exploration.

Recommendation: Approve the proposed Glenshire Elementary School overnight field trip to Sacramento, CA, from May 22 through May 23, 2025.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed Glenshire Elementary School overnight field trip to Sacramento, CA, from May 22 through May 23, 2025'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes
Kirsten Livak Yes
Patrick Mooney Yes

14.0 Consent Items Pulled for Discussion/Approval

15.0 Business Services

A) Facilities

15.1 Approve Agreement #25-37-04M with Rex Moore Group, Inc. for 2025 Fire Alarm Panel Upgrade to EST-4

The current EST-3 system serving the predominance of the building (except for the West Wing) is obsolete, and repair parts are no longer available. To maintain the fire alarm serviceability and minimize the impact of a future primary component failure, this fire panel needs to be upgraded to an EST-4.

Recommendation: Approve Agreement #25-37-04M with Rex Moore Group, Inc. for 2025 Fire Alarm Panel Upgrade to EST-4.

ORIGINAL - Motion

Member **(Patrick Mooney)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Agreement #25-37-04M with Rex Moore Group, Inc. for 2025 Fire Alarm Panel Upgrade to EST-4'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Kirsten Livak Yes

Patrick Mooney Yes

15.2 Approve Bid Package and Contractor's Agreement #25-21-02 with Mountain Electrical Construction Inc., the Lowest Responsive and Responsible Bidder for the Donner Trail Elementary School Kitchen Remodel Project 2025

The project will take place at Donner Trail Elementary School and consists of the following: Demo existing cabinetry and counters, and install new shelving, sink counter, electrical outlets, and equipment.

Recommendation: Approve Bid Package and Contractor's Agreement #25-21-02 with Mountain Electrical Construction Inc., the Lowest Responsive and Responsible Bidder for the Donner Trail Elementary School Kitchen Remodel Project 2025.

ORIGINAL - Motion

Member **(Patrick Mooney)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Bid Package and Contractor's Agreement #25-21-02 with Mountain Electrical Construction Inc., the Lowest Responsive and Responsible Bidder for the Donner Trail Elementary School Kitchen Remodel Project 2025'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **0**. The motion **Carried. 3 - 0**

Cristina Hennessey Yes

Kirsten Livak Yes

Patrick Mooney Yes

16.0 First Read - Board Policy

16.1 First Read of Proposed Revision to Board Policy 5141.21 Administering Medication and Monitoring Health Conditions

Proposed revision to board policy are 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.

17.0 Board Business

17.1 Comments of Board Members

The board members' comments 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 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

19.0 Report out Action from Closed Session

20.0 Adjournment

There being no further business, the meeting was adjourned at 7:52 p.m.