

# DRAFT MINUTES

## REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, October 4, 2023 (4:30 PM)

---

### ROLL CALL

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

**BOARD MEMBERS**      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 4:30 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 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**

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

**3.3 Existing Litigation GC 54956.9(d)(1), One Case. OAH Case No. 2023080060 Special Education Dispute**

The Board will consider the settlement agreement - Case No. MP-1.

**Recommendation:** Discuss and/or approve the settlement agreement - Case No. 1.

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Discuss and/or approve settlement agreement - Case No. 1'.

Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dianna Driller      Yes  
Kirsten Livak      Yes

Patrick Mooney Yes  
Denyelle Nishimori Yes

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

President Driller 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

The Board met in closed session regarding Agenda Item No. 3.3 and approved the special education settlement agreement by a unanimous vote of 4-0. The settlement agreement is for a special education matter filed with OAH and resolves all related claims regarding the program, placement, and services for the student.

#### 6.0 Approval of Agenda

##### 6.1 Approve October 4, 2023, Board Meeting Agenda

**Recommendation:** Approve October 4, 2023, Board Meeting Agenda

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

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve October 4, 2023, Board Meeting Agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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.**

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

#### 8.0 Student Representative Report

##### 8.1 Student Representatives Report

#### 9.0 Superintendent's Report

##### 9.1 Superintendent Chief Learning Officer - District Update for the Board

The Superintendent's report can be viewed at [tahoetruckeemedia.org](http://tahoetruckeemedia.org).

#### 10.0 Resolution

##### 10.1 Resolution No. 5-2023-2024 - October - National Bullying Prevention Month

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:** Adopt Resolution No. 5-2023-2024 - October - National Bullying Prevention Month

**ORIGINAL - Motion**

Member **(Kirsten Livak)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Adopt Resolution No. 5-2023-2024 - October - National Bullying Prevention Month'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

## 11.0 Presentation

### 11.1 Wellness Program Presentation

This is a presentation of the Wellness Program. We will share highlights of the Wellness Centers, our social-emotional learning curriculum, surveys, and plans, and some highlights from the California Healthy Kids Survey; one metric that helps inform our Strategic Plan and the actions we are taking to support student achievement.

## 12.0 Public Hearing

### 12.1 Public Hearing & Public Comment Regarding the Tahoe Truckee Unified School District's (TTUSD) Initial Proposal to the Tahoe Truckee Education Association (TTEA) and TTEA's Initial Proposal to TTUSD Regarding 2023-2024 Negotiations Sessions

Public Hearing Notice TTUSD Openers 23-24 TTEA Openers 23-24

**Recommendation:** Staff recommends that the Board accept public comment regarding the initial bargaining proposals for TTUSD & TTEA negotiations for the 2023-2024 negotiations sessions and upon completion of the Hearing, direct staff to initiate negotiations in a timely manner.

Open at 6:36 p.m. and closed at 6:37 p.m. with no public input.

### 12.2 Public Hearing on the Instructional Materials and Textbook Sufficiency and Insufficiency

Approve Instructional Materials and Textbook Sufficiency and Insufficiency Public Hearing Notice 2023-2024 TTUSD 23-24 Textbook Assurance Documentation Posting Confirmation of Public Hearing 2023-2024 Resolution No. 6-2023-2024 - A Resolution Affirming Sufficient Textbooks and Instructional Materials for 2023-2024 California Education Code 60119 requires districts to hold a public hearing before the end of the eighth week from the first day that pupils attend classes in order to determine whether "each pupil in each school in the district has sufficient textbooks or instructional materials or both...." This is to include each pupil, including English Language Learners, having a "standards-aligned textbook or instructional materials, or both, to use in class and to take home." The district is to determine whether each pupil enrolled in foreign language or a health course has sufficient standards-aligned textbooks or instructional materials. The district is to determine whether laboratory

science equipment is available to students in grades 9-12 enrolled in science laboratory classes. We have sufficient instructional materials and textbooks.

**Recommendation:** Conduct a public hearing on the instructional materials and textbook sufficiency and insufficiency.

Open at 6:39 p.m. and closed at 6:39 p.m. with no public input.

## 13.0 Negotiations

### **13.1 Consideration and Public Notice of the Tahoe Truckee Education Association's [TTEA] Initial Proposal to Tahoe Truckee Unified School District [TTUSD] Regarding Certificated Unit Collective Bargaining Agreement Negotiations Sessions 2023-2024**

Each year, prior to negotiations, both the Tahoe Truckee Unified School District and the Tahoe Truckee Education Association exchange Sunshine Articles identifying Articles in the Collective Bargaining Agreement to be discussed in negotiations. TTEA's Initial Proposal is attached.

**Recommendation:** Staff recommends that the Board approve TTEA's proposal and provide direction to staff to hold a Public Hearing to receive public input regarding this proposal and negotiations with TTEA and the District.

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Staff recommends that the Board approve TTEA's proposal and provide direction to staff to hold a Public Hearing to receive public input regarding this proposal and negotiations with TTEA and the District'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

### **13.2 Consideration and Public Notice of the Tahoe Truckee Unified School District's Initial Proposal to the Tahoe Truckee Education Association's [TTEA] Regarding Certificated Unit Collective Bargaining Agreement Negotiations Sessions 2023-2024**

Each year, prior to negotiations, both the Tahoe Truckee Unified School District and the Tahoe Truckee Education Association (TTEA) exchange Sunshine Articles identifying Articles in the Collective Bargaining Agreement to be discussed in negotiations. The District's Initial Proposal to TTEA is attached.

**Recommendation:** Staff recommends that the Board approve the District's proposal and conduct a Public Hearing to receive public input regarding this proposal and negotiations with TTEA.

#### **ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Staff recommends that the Board approve the District's proposal and conduct a Public Hearing to receive public input regarding this proposal and negotiations with TTEA'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

## 14.0 Review and Action

### 14.1 **ITEM PULLED** -- Accept the Sunshine Article from the Tahoe Truckee Education Association and Approve the Sunshine Article from Tahoe Truckee Unified School District to Move Forward for Negotiations

Negotiations Sunshine Action Item

**Recommendation:** Accept the Sunshine Article from the Tahoe Truckee Education Association and approve the Sunshine Article from the Tahoe Truckee Unified School District to move forward with negotiations.

## 15.0 Consent Agenda

### 15.1 Approve Warrants, Contracts, and Donations for the October 4, 2023, Board Meeting

Warrants, Contracts, and Donations for the October 4, 2023, Board Meeting

**Recommendation:** Approve Warrants, Contracts, and Donations for the October 4, 2023, Board Meeting

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Warrants, Contracts, and Donations for the October 4, 2023, Board Meeting'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

### 15.2 Approve Quarterly Report on Williams Uniform Complaints - Third Quarter 2023

- September 2023 District Williams Quarterly Report form

The Williams Act requires all districts in California to submit a public report for approval by the school board on a quarterly basis.

**Recommendation:** Approve the third quarterly report on Williams Uniform Complaints.

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve the third quarterly report on Williams Uniform Complaints'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

### 15.3 Approve Personnel Action Report for October 4, 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 ensure that the district schools, offices, and facilities are properly staffed with quality personnel.

**Recommendation:** Approve Personnel Action Report for October 4, 2023

#### **ORIGINAL - Motion**

Member (**Patrick Mooney**) Moved, Member (**Kirsten Livak**) Seconded to approve the **ORIGINAL** motion 'Approve Personnel Action Report for October 4, 2023'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

#### **15.4 Approve the Appointment of the PCOE SELPA Community Advisory Committee Member from TTUSD**

The Community Advisory Committee (CAC) serves the SELPA and the Responsible Local Agency (RLA) in an advisory capacity. The Community Advisory Committee shall consist of members appointed by the Local Agency governing boards, including the County Superintendent.

**Recommendation:** Approve the Appointment of the PCOE SELPA Community Advisory Committee Member from TTUSD

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

Member (**Patrick Mooney**) Moved, Member (**Kirsten Livak**) Seconded to approve the **ORIGINAL** motion 'Approve the Appointment of the PCOE SELPA Community Advisory Committee Member from TTUSD'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

#### **15.5 Approve June 21, 2023, August, and September Board Meeting Minutes**

Recap of Board Meeting Minutes

**Recommendation:** Approve June 21, 2023, August, and September Board Meeting Minutes

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

Member (**Patrick Mooney**) Moved, Member (**Kirsten Livak**) Seconded to approve the **ORIGINAL** motion 'Approve June 21, 2023, August, and September Board Meeting Minutes'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

#### **15.6 Approve 2023-2024 School Attendance Review Board (SARB) Membership**

Per Board Policy 5113.1, Board approval is required when there are changes to the SARB membership panel. The Board shall appoint members of the district's SARB, who may include but are not limited to, a parent/guardian as well as representatives of the district, county probation department, county welfare department, county office of education, law enforcement agencies, community-based youth service centers, school guidance personnel, child welfare, and attendance personnel, school or county health care personnel, and school, county, or community mental health personnel, the county district attorney's office; and the county public defender's office.

**Recommendation:** Approve 2023-2024 School Attendance Review Board (SARB) Membership

**ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve 2023-2024 School Attendance Review Board (SARB) Membership'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

## 16.0 Consent Items Pulled for Discussion/Approval

## 17.0 Association Report and Comment

### 17.1 CSEA - California School Employees Association

### 17.2 TTEA - Tahoe Truckee Education Association

## 18.0 Educational Services

### A) Curriculum and Instruction

#### **18.1 Approve Instructional Materials and Textbook Sufficiency and Insufficiency and Adopt Resolution No.6-2023-2024 - A Resolution Affirming Sufficient Textbooks and Instructional Materials for 2023-2024**

California Education Code 60119 requires districts to hold a public hearing before the end of the eighth week from the first day that pupils attend classes in order to determine whether "each pupil in each school in the district has sufficient textbooks or instructional materials or both...." This is to include each pupil, including English Language Learners, having a "standards-aligned textbook or instructional materials, or both, to use in class and to take home." The district is to determine whether each pupil enrolled in a foreign language or a health course has sufficient standards-aligned textbooks or instructional materials. The district is to determine whether laboratory science equipment is available to students in grades 9-12 enrolled in science laboratory classes. We have sufficient instructional materials and textbooks.

**Recommendation:** Approve the instructional materials and textbook sufficiency and insufficiency and adopt Resolution No.6-2023-2024 - A resolution affirming sufficient textbooks and instructional materials for the 2023-2024 school year.

**ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve the instructional materials and textbook sufficiency and insufficiency and adopt Resolution No.6-2023-2024 - A resolution affirming sufficient textbooks and instructional materials for the 2023-2024 school year'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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



## 19.0 Personnel

### 19.1 Approve Proposed Revisions to the Job Description for Classified Payroll Technician

The job description revisions for the Classified Payroll Technician is being presented to the Board for review and approval.

**Recommendation:** Approve the proposed revisions to the job description for the Classified Payroll Technician.

#### **ORIGINAL - Motion**

Member **(Patrick Mooney)** Moved, Member **(Denyelle Nishimori)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to the job description for the Classified Payroll Technician'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

### 19.2 Approve the Memorandum of Understanding Between Tahoe Truckee Unified School District and Tahoe Truckee Education Association Compensation for Extra Duty Interpretation

The Memorandum of Understanding for Compensation for Extra Duty Interpretation is being Presented to the Board for Review and Approval.

**Recommendation:** Approve the Memorandum of Understanding between Tahoe Truckee Unified School District and Tahoe Truckee Education Association for Compensation for Extra Duty Interpretation

#### **ORIGINAL - Motion**

Member **(Denyelle Nishimori)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve the Memorandum of Understanding between Tahoe Truckee Unified School District and Tahoe Truckee Education Association for Compensation for Extra Duty Interpretation'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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

### 19.3 Approved Proposed Revisions to the Classified Salary Schedule

Revisions to the Classified Salary Schedule are presented to the Board for review and Approval

**Recommendation:** Approved Proposed Revisions to the Classified Salary Schedule

#### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approved Proposed Revisions to the Classified Salary Schedule'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

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



## **20.0 Board Business**

### **20.1 Comments of Board Members**

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

## **21.0 Second Closed Session**

**21.1 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**

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

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

## **23.0 Adjournment**

There being no further business, the meeting was adjourned at 7:02 p.m.