

# DRAFT MINUTES

## REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, September 7, 2022 (3:30 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 Educational Services Kerstin Kramer, Executive Assistant Lupita Vazquez, Director of Human Resources Joan Zappettini, Director of Information and Technology Ed Hilton.

### 1.0 Call To Order

President Szczurek called the meeting to order at 3:30 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 Public Employee Performance Evaluation GC 54957 - Superintendent Chief Learning Officer**

**3.2 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**

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

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

President Szczurek reconvened the meeting at 5:40 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 taken at closed session.

### 6.0 Approval of Agenda

## 6.1 Approve September 7, 2022, Board Meeting Agenda

**Recommendation:** Approve September 7, 2022, Board Meeting Agenda

### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve September 7, 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 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.**

No public comment

## 8.0 Superintendent's Report

### **8.1 Superintendent Chief Learning Officer - District Update for the Board**

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

## 9.0 Resolution

### **9.1 Resolution No. 3-2022-2023 of the Governing Board of the Tahoe Truckee Unified School District to Establish September as Attendance Awareness Month**

School Attendance is essential to student achievement and graduation. This resolution supports the message that school attendance matters for all areas of school success and prepares students for college and/or a career. TTUSD supports Attendance Awareness Month during September 2022.

**Recommendation:** Adopt Resolution No. 3-2022-2023 of the Governing Board of the Tahoe Truckee Unified School District to Establish September as Attendance Awareness Month

### **ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Adopt Resolution No. 3-2022-2023 of the Governing Board of the Tahoe Truckee Unified School District to Establish September as Attendance Awareness Month'. 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 Approve Resolution No. 4-2022-2023 Honoring National Hispanic Heritage Month ¡Mes de la Herencia Hispana! September 15 to October 15, 2022**

This resolution proclaims that our schools will stand with the nation in recognizing September 15 to October 15 National Hispanic Heritage Month with activities appropriate to the occasion, and to value the roles and contributions of Hispanics to the local and national economies, culture, and identity.

**Recommendation:** Approve Resolution No. 4-2022-2023 Honoring National Hispanic Heritage Month ¡Mes de la Herencia Hispana! September 15 to October 15, 2022

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 4-2022-2023 Honoring National Hispanic Heritage Month ¡Mes de la Herencia Hispana! September 15 to October 15, 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

**9.3 Approve Resolution No. 5-2022-2023 Authorizing Participation in the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) Public School Bus Set-Aside for Small and Medium Air Districts**

The HVIP accelerates the deployment of zero-emission and plug-in hybrid trucks and buses in California. It is implemented through a partnership between the California Air Resources Board (CARB) and a Grantee, selected via a competitive CARB grant solicitation. In fiscal year 2021-2022, \$130 million is available for purchases of qualifying school buses made by public school districts and other qualifying entities located in small-sized air districts and in medium-sized air districts. TTUSD's application has been selected for funding in the Small to Medium Air District Set-Aside. This means that TTUSD will receive vouchers for 4 new EV buses through an approved dealer.

**Recommendation:** Approve Resolution No. 5-2022-2023 Authorizing Participation in the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) Public School Bus Set-Aside for Small and Medium Air Districts

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 5-2022-2023 Authorizing Participation in the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) Public School Bus Set-Aside for Small and Medium Air Districts'. 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 Consent Agenda**

**10.1 Approve Personnel Action Report for September 7, 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 ensure that the district schools, offices and facilities are properly staffed with quality personnel.

**Recommendation:** Approve Personnel Action Report for September 7, 2022

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Personnel Action Report for September 7, 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

**10.2 Approve Warrants, Contracts, and Donations for the September 7, 2022 Board Meeting**

Warrants, Contracts, and Donations for the September 7, 2022, Board Meeting

**Recommendation:** Approve Warrants, Contracts, and Donations for the September 7, 2022, Board Meeting

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Warrants, Contracts, and Donations for the September 7, 2022, Board Meeting'. 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 Consent Items Pulled for Discussion/Approval**

**12.0 Association Report and Comment**

**12.1 CSEA - California School Employees Association**

**12.2 TTEA - Tahoe Truckee Education Association**

**13.0 Personnel**

**13.1 Approve Revisions to the Certificated Management, Classified Management and Classified Salary Schedules**

Changes to the Certificated Management, Classified Management and Classified Salary Schedules reflect updates to days of work and the addition of new job classifications.

**Recommendation:** Approve Revisions to the Certificated Management, Classified Management and Classified Salary Schedules

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Revisions to the Certificated Management, Classified

Management and Classified Salary Schedules'. 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

### **13.2 Approve Job Description for Social Worker**

**Recommendation:** Approve Job Description for Social Worker

**ORIGINAL - Motion**

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Job Description for Social Worker'. 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

### **13.3 Rescind Leave of Absence Request for the 2022-2023 School Year**

Rescind Unpaid Leave of Absence Board Approved April 6, 2022

**Recommendation:** Rescind Leave of Absence Request for the 2022-2023 School Year

**ORIGINAL - Motion**

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

### **13.4 Request to Rescind Partial Leave of Absence for the 2022-2023 School Year**

The request to rescind two partial leaves of absence is due to not being able to fill one position with a highly qualified teacher and due to an employee securing child care.

**Recommendation:** Request to Rescind Partial Leave of Absence for the 2022-2023 School Year

**ORIGINAL - Motion**

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

## 14.0 First Read - Board Policy

### 14.1 First Read of Proposed Revisions of Board Policy 5145.7 Sexual Harassment

Revisions to Board Policy 5145.7, Sexual Harassment, are being presented to the Board for review as per the recommended model provided by CSBA.

**Recommendation:** Review Proposed Revisions to Board Policy 5145.7, Sexual Harassment, and Provide Direction to Bring Back for Approval at the Next Regular Board Meeting. Administrative Regulation has been provided as information only.

### 14.2 First Read of Proposed Revisions of Board Policy 5145.3, Nondiscrimination/Harassment

Revisions to Board Policy 5145.3, Nondiscrimination/Harassment, are being presented to the Board for review as per the recommended model provided by CSBA.

Administrative Regulation has been provided as information only.

**Recommendation:** Revisions to Board Policy 5145.3, Nondiscrimination/Harassment, are being presented to the Board for review as per the recommended model provided by CSBA.

### 14.3 First Read of Proposed Revisions of Board Policy 5141.22 Infectious Diseases

Revisions to Board Policy 5141.22 Infectious Diseases are being presented to the Board for review as per the recommended model provided by CSBA. Administrative Regulation has been provided as information only.

**Recommendation:** Review Proposed Revisions to Board Policy 5141.22 Infectious Diseases and Provide Direction to Bring Back for Approval at the Next Regular Board Meeting

### 14.4 First Read of Proposed Revisions of Board Policy 0430 Comprehensive Local Plan for Special Education

Revisions to Board Policy 0430, Comprehensive Local Plan for Special Education, is being presented to the Board for review as per the recommended model provided by CSBA. Administrative Regulation has been provided as information only.

**Recommendation:** Review proposed revisions of Board Policy 0430 Comprehensive Local Plan for Special Education and provide direction to bring back for approval at the next Regular Board Meeting.

## 15.0 Board Business

### 15.1 Comments of Board Members

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

## 16.0 Second Closed Session

### 16.1 Public Employee Performance Evaluation GC 54957 - Superintendent Chief Learning Officer

### 16.2 Public Employment Certificated, Classified, Confidential, and Management

### 16.3 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**

**17.0 Report out Action from Closed Session**

**18.0 Adjournment**

There being no further business, the meeting was adjourned at 6:18 p.m.