

DRAFT MINUTES

REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, October 18, 2023 (4:30 PM)

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 4:29 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 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Gov. Code, § 54956.9, subd. (d)(2) or (3)); dispute with American Insurance Company (also known as CHUBB)

The Board will consider a settlement agreement with American Insurance Company (also known as CHUBB).

Recommendation: Approve the settlement agreement with American Insurance Company (also known as CHUBB).

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve settlement agreement with American Insurance Company

(also known as CHUBB).’ 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

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

No reportable action was taken in closed session.

6.0 Approval of Agenda

6.1 Approve October 18, 2023, Board Meeting Agenda

Recommendation: Approve October 18, 2023, Board Meeting Agenda

ORIGINAL - Motion

Member **(Denyelle Nishimori)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve October 18, 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.

No public comment

8.0 School Showcase

8.1 Donner Trail Elementary School Showcase

Amy King, Principal of Donner Trail Elementary School, provided an update to the board.

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.

10.0 Recognition of Contribution to Educational Community

10.1 Superintendent CLO will Recognize Placer County Library and its Contributions to the Tahoe Truckee Educational Community

11.0 Donation

11.1 Accept Donation from Truckee Optimist Club for Early Learning Fall Family Enrichment

The Truckee Optimist Club generously donated \$2,000.00 for the STEPP Program. This donation will be used for a STEPP Fall family enrichment pumpkin patch field trip.

Recommendation: Accept Donation from Truckee Optimist Club for Early Learning Fall Family Enrichment

ORIGINAL - Motion

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept Donation from Truckee Optimist Club for Early Learning Fall Family Enrichment.' 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

11.2 Accept Donation from Child Advocates of Nevada County for Child Development Conference Supplies

The Child Advocates of Nevada County have generously donated \$1,000.00 to our Early Learning to help pay for supplies for the 2023 Child Development Conference

Recommendation: Accept Donation from Child Advocates of Nevada County for Child Development Conference

ORIGINAL - Motion

Member **(Patrick Mooney)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept Donation from Child Advocates of Nevada County for Child Development Conference.' 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 Grant

12.1 Accept Grant from Nevada County Quality Counts to the STEPP Program for Quality Improvements

This is a grant for participation in Quality Counts California. This will be used for quality improvements in the STEPP infant/toddler program.

Recommendation: Accept the grant from Nevada County Quality Counts to the STEPP Program for quality improvements.

ORIGINAL - Motion

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept the grant from Nevada County Quality Counts to the STEPP Program for quality improvements.' 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

12.2 Accept Grant from Nevada County Quality Counts to the Next STEPP Program for Play Yard Shade

This is a grant for participation in Quality Counts California. This will be used for quality improvements in the STEPP infant/toddler program.

Recommendation: Accept Grant from Nevada County Quality Counts to the STEPP Program for Play Yard Shade

ORIGINAL - Motion

Member **(Denyelle Nishimori)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept Grant from Nevada County Quality Counts to the STEPP Program for Play Yard Shade.' 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

12.3 Accept Grant from Tahoe Truckee Community Foundation for Child Development Conference Supplies

The Tahoe Truckee Community Foundation has generously granted \$2,500.00 to our Early Learning to help pay for supplies for the 2023 Child Development Conference

Recommendation: Accept Grant from TTCF for Child Development Conference Supplies

ORIGINAL - Motion

Member **(Patrick Mooney)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Accept Grant from TTCF for Child Development Conference Supplies.' 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

13.0 Consent Agenda

13.1 Approve Personnel Action Report for October 18, 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 18, 2023

ORIGINAL - Motion

Member (**Kirsten Livak**) Moved, Member (**Patrick Mooney**) Seconded to approve the **ORIGINAL** motion 'Approve Personnel Action Report for October 18, 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

13.2 Approve Memorandum of Understanding Between Tahoe Truckee Unified School District and Town of Truckee for School Resource Officer

The Memorandum of Understanding between the district and the Town of Truckee clarifies the duties and responsibilities of the School Resource Officer. The School Resource Officer has been a valuable asset to our Truckee schools and continues to enhance the positive relationship between the district and the Town of Truckee.

Recommendation: Approve the Memorandum of Understanding between Tahoe Truckee Unified School District and the Town of Truckee for the School Resource Officer.

ORIGINAL - Motion

Member (**Kirsten Livak**) Moved, Member (**Patrick Mooney**) Seconded to approve the **ORIGINAL** motion 'Approve the Memorandum of Understanding between Tahoe Truckee Unified School District and the Town of Truckee for the School Resource Officer.' 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

13.3 Approve Proposed Job Description for Director of Educational Services

The proposed job description is presented to the Board for review and approval.

Recommendation: Approve the proposed job description for the Director of Educational Services.

ORIGINAL - Motion

Member (**Kirsten Livak**) Moved, Member (**Patrick Mooney**) Seconded to approve the **ORIGINAL** motion 'Approve the proposed job description for the Director of Educational Services.' 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

13.4 Approve Proposed Revisions for the Job Description of Chief Technology Officer

Proposed revisions to the job description are presented to the Board for review and approval.

Recommendation: Approve the proposed revisions for the job description of Chief Technology Officer.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions for the job description of Chief Technology Officer.' 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

13.5 Approve Proposed Revisions to Job Description Confidential Administrative Assistant Human Resources

Revisions to the job description are presented to the Board for review and approval. **Recommendation:** Approve the proposed revisions to the job description of the Confidential Administrative Assistant Human Resources.

ORIGINAL - Motion

Member **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** Seconded to approve the **ORIGINAL** motion 'Approve the proposed revisions to the job description of the Confidential Administrative Assistant Human Resources.' 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

13.6 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 **(Kirsten Livak)** Moved, Member **(Patrick Mooney)** 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

14.0 Consent Items Pulled for Discussion/Approval

15.0 Personnel

15.1 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 **(Denyelle Nishimori)** 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: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

15.2 Approve the Memorandum of Understanding Between Tahoe Truckee Unified School District and California School Employees Association Chapter No. 383 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 California School Employees Association Chapter No. 383 Compensation for Extra Duty Interpretation

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve the Memorandum of Understanding between Tahoe Truckee Unified School District and California School Employees Association Chapter No. 383 Compensation for Extra Duty Interpretation.' 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

16.0 Business Services

A) Facilities

16.1 Declare List of Equipment to be Surplus and Estimated Values Staff

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

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 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

18.2 Public Employment Certificated, Classified, Confidential, and Management

18.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Gov. Code, § 54956.9, subd. (d)(2) or (3)); dispute with American Insurance Company (also known as CHUBB)

The Board will consider a settlement agreement with American Insurance Company (also known as CHUBB).

Recommendation: Approve the settlement agreement with American Insurance Company (also known as CHUBB).

19.0 Report out Action from Closed Session

20.0 Adjournment

There being no further business, the meeting was adjourned at 6:33 p.m.