

APPROVED MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT
Wednesday, July 10, 2013 (4:30 PM)

THE MEETING OF THE BOARD OF TRUSTEES OF THE TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT, WAS CALLED TO ORDER BY Kim Szczurek

ROLL CALL

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

BOARD MEMBERS:

Dianna Driller

Gaylan Larson

Kim Szczurek

Randy Hill

ABSENT:

Kirsten Livak

ALSO IN ATTENDANCE:

Superintendent Chief Learning Officer Robert Leri, Executive Director Administrative Services

Tom Gemma, Executive Director of Student Services Corine Harvey, Executive Assistant Milan

Slikkerveer, Director of Facilities John Britto

Call to Order, Pledge of Allegiance and Roll Call

President Szczurek called the meeting to order at 4:30pm

Public Comment on Closed Session Agenda Items

2.1 General Public Comment on Closed Session Item

No Public Comment

Closed Session

3.1 Public Employment Certificated, Classified, Confidential, Management

Open Session/Report out Action Taken in Closed Session

4.1 5:30 Open Session - President Will Report out any Action Taken in Closed Session

President Szczurek reported out no action taken in closed session

Approval of Agenda

5.1 Approve July 10, 2013 Board Agenda

RECOMMENDATION: Approve July 10, 2013 Board Agenda

Motion

Member **Dianna Driller** Moved, Member **Gaylan Larson** seconded to approve the motion 'Approve July 10, 2013 Board Agenda'. Upon a roll call vote being taken, the vote was:

Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Randy Hill	Yes

Public Comments

6.1

No Public Comment

Superintendent Report

7.1 Superintendent Chief Learning Officer - District Update for the Board

Dr. Leri visited the Aim High Summer Program, 101 middle school students are participating and the program is going very well. Dr. Leri visited the summer program at the Boys and Girls Club of North Lake Tahoe, 100 kids are participating daily, with a lot of students participating in the summer "feeding" program. Our Universal Kindergarten Camp and Summer Scholars programs start at TLE and TE with 207 students currently enrolled. There will be 128 Kinders participating in addition to the Summer Scholars program for grades 1 and 2 with 79 students. Thanks to Logan Mallone, all the teachers, Nanette Rondeau, transportation staff and Kat Soltanmorad in Food Services for this program.

Dr. Leri toured the Tahoe Safe Alliance facilities in Kings Beach and Truckee and learned more about the important work the alliance does to address domestic violence and child abuse. Dr. Leri noted the community is very fortunate to have this valuable resource.

The Computer Using Educators (CUE) association is hosting a summer training program for teachers here in TTUSD. Our own Rebecca Mass coordinated the event called Rock Star Tahoe which took place at ACMS. Dr. Leri was able to participate along with many TTUSD teachers. Dr. Leri welcomed John Carlson again who is officially on board at Truckee High School. On Friday the district will have our second Teaching and Learning Committee meeting to provide guidance on staff development plans and transition to Common Core work for next school year.

Grants

8.1 Approve Tahoe Truckee Community Foundation Grant for Kinder Ready Program - K Camp

Cover Letter from TTCF

Tahoe Truckee Community Foundation is celebrating their 15 year anniversary. As part of the celebration they are honoring 15 different donors and leaders in the community for their part of the 15 year story. As a way for TTCF to show their appreciation, they are giving 15 grants to the community in their honor. Alpine Winter Foundation is one of those selected groups of donors. When asked which organization they would like to direct the gift, "Kindergarten Ready Program" was selected. These funds will be used for K Camp

RECOMMENDATION: Approve Tahoe Truckee Community Foundation Grant for Kinder Ready Program

Motion

Member **Dianna Driller** Moved, Member **Gaylan Larson** seconded to approve the motion 'Approve Tahoe Truckee Community Foundation Grant for Kinder Ready Program'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Randy Hill	Yes

Consent Agenda

RECOMMENDATION: TTUSD Board approves the Consent Agenda Report for July 10, 2013.

Motion

Member **Dianna Driller** Moved, Member **Gaylan Larson** seconded to approve the motion ' Board approve the Consent Agenda Report for July 10, 2013.' Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. the motion **Carried. 4 - 0**

Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Randy Hill	Yes

9.1 Approve the Personnel Action Report for July 10, 2013

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 insure that the district schools, offices and facilities are properly staffed with quality personnel.

RECOMMENDATION: Human Resources Staff recommends the Board approve the Personnel Report for July 10, 2013.

9.2 Approve Warrants Dated 5/24/2013 - 6/28/2013

List of Bill Warrants for 5/24/2013 - 6/28/2013

List of Bill Warrants for 5/24/2013 - 6/28/2013

RECOMMENDATION: Approve the List of Bill Warrants for 5/24/2013 - 6/28/2013

9.3 Approve BP 4111 Recruitment and Selection - Personnel

BP4111

The board reviewed the changes to the board policy at the June 19th meeting and approved the changes as follows; Proposed change to this policy alters the specific reference to a single collective bargaining agreement (TTEA) to the more inclusive statement "in the collective bargaining agreements." When a vacancy occurs, the Superintendent Chief Learning Officer or designee shall review the job description for the position to ensure that it accurately describes the major functions and duties of the position. He/she also shall disseminate job announcements to ensure a wide range of candidates, unless specified in TTEA contract in the collective bargaining agreements.

RECOMMENDATION: Approve BP 4111 Recruitment and Selection - Personnel

9.4 Approve Quarterly Report on Williams Uniform Complaints

Williams Quarterly July 2013

The Williams Act requires all districts in California to submit a public report for approval by the school board on a quarterly basis. The report includes any complaints that have been filed regarding textbooks and instructional materials, facilities, teacher vacancies or miss-assignments and the condition of facilities. In the last quarter, October, November, and December of 2012, there have been no reports filed. Once the board approves the report, a copy is sent to the Superintendent at Placer County Office of Education.

RECOMMENDATION: Approve Quarterly Report on Williams Uniform Complaints

9.5 Approve Dannis Woliver Kelley (DWK) Agreement for Professional Legal Services

Agreement for services

This agreement for professional services is not an annual contract, rather it allows Tahoe Truckee Unified School District to use DWK for legal services at the rates provided in the agreement. Historically TTUSD has used DWK for facility, election and other general school district legal issues.

RECOMMENDATION: Approve Dannis Woliver Kelly (DWK) professional services agreement for the 2013/14 school year.

9.6 Approve Lozano Smith Agreement for Professional Legal Services

Cover letter and legal services agreement

This agreement for professional services is not an annual contract, rather it allows Tahoe Truckee Unified School District to use Lozano Smith for legal services at the rates provided in the agreement. Historically TTUSD has used Lozano Smith for certificated legal issues.

RECOMMENDATION: Approve Lozano Smith professional services agreement for the 2013.14 school year.

9.7 Approve Kronich, Moskovich, Tiedeman & Girard Agreement for Professional Legal Services

Agreement for legal services

This agreement for professional services is not an annual contract, rather it allows Tahoe Truckee Unified School District to use Kronich, Moskovich, Tiedeman & Girard for legal services at the rates provided in the agreement. Historically we have used Kronich Moskovitz Tiedeman and Girard for general legal counsel and personnel.

RECOMMENDATION: Approve Kronich, Moskovich, Tiedeman & Girard Agreement for professional legal services for the 2013/14 school year

9.8 Approve Agreement with Better Flooring Inc. to Remove and Replace Carpeting in Two Portable Classrooms at the SELS Campus.

Contract

This agreement is for the contractor to remove and replace the carpeting and coved base in 2 portable classrooms on the SELS campus. The carpeting in one of the portables from South Lake Tahoe is in poor condition and needs to be replaced. TTUSD is responsible for the cost of architectural improvements to the SELS portables deemed necessary by TTUSD, such as casework, wall coverings, and ceilings. These improvements will be made under separate contracts after the portable are in place and reassembled. The carpeting in one of the existing SELS portables is in really poor condition and needs to be replaced.

RECOMMENDATION: Approve Agreement with Better Flooring Inc. to remove and replace carpeting in two Portable Classrooms at the SELS Campus. Staff has determined this project to be: Complex Project (10%) Not Complex Project (5%) X N/A

9.9 Approve Board Minutes May 28, 2013, June 5, June 19 and June 26, 2013

May 28, 2013, June 5, June 19 and June 26, 2013 minutes

Board Minute Recap

RECOMMENDATION: Approve Board Minutes May 28, 2013, June 5, June 19 and June 26, 2013

Consent Items Pulled for Discussion

No items pulled from the consent agenda report

Association Reports and Comments

11.1 TTEA - Tahoe Truckee Education Association

No report

11.2 CSEA - California School Employees Association

No report

Personnel

12.1 Approval of the Declaration of Need for Fully Qualified Educators

Declaration of Need for Fully Qualified Educators

School districts are required by the Commission on Teacher Credentialing to file an annual Declaration of Need for Fully Qualified Educators. This allows the District to hire a limited number of certificated staff who have established minimum credential requirements but have not completed all requirements for a specific position (this would include teachers who are not earning credits toward an additional credential). The teachers hired under this Declaration are required to make progress toward fully meeting all credential requirements, with the District providing necessary assistance. TTUSD has been advised by PCOE to file in a manner that allows us sufficient flexibility should need arise over the course of the school year.

RECOMMENDATION: It is recommended the Board approve the attached Declaration of Need of Fully Qualified Educators.

Motion

Member **Dianna Driller** Moved, Member **Gaylan Larson** seconded to approve the **ORIGINAL** motion 'It is recommended the Board approve the attached Declaration of Need of Fully Qualified Educators.' Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. the motion **Carried. 4 - 0**

Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Randy Hill	Yes

Facilities

13.1 TTUSD District-Wide Sustainability and Energy Conservation Program

PowerPoint Presentation Provided at the Board Meeting

The Energy Conservation Guidelines were adopted by the Board on May 6th, 2009. Board Policy #3511.2 and Administrative Regulations #3511.2. The current Board Policy and Administrative Regulations for Energy and Water Management are 3511. The current Board Policy and Administrative Regulations for Integrated Waste Management are 3511.1. Since their implementation, many capital improvement projects have been completed, multiple staff trainings have occurred, building usage and controls are being more thoroughly monitored, and through the Honeywell Energy Manager, systems are being monitored for unusual use or activity. The District's efforts continue to focus on gas and electricity. However sustainable practices have been implemented in the District's water use, disposal costs, and purchasing practices. This past year brought a collaborative effort with the Food Service Department by greening our school's cafeterias. Rebates for capital program projects and others have been pursued and received. Additionally, the community is getting involved by providing donations and grant awards to further the District's efforts. Staff will provide an update to the board on the current energy conservation and sustainability program, the savings to the District to date, projected savings, projected rate increases, projects completed, and projects planned. Staff will also provide an information summary of what is known to date of the Proposition 39 legislation and pending funding.

RECOMMENDATION: Review the information presented.

Project Manager Anna Klovstad presented and reviewed a PowerPoint presentation for the board. She reviewed the guidelines, goals, strategy, programs, benchmark, yearly savings on gas and electric as well as increases in electric kilowatts, future opportunities and partnerships in our community. The board thanked her for the presentation.

13.2 Authorize the Superintendent, or his designee, to complete contract negotiations with AMS.net and proceed with initial phases of the district-wide network infrastructure upgrade project.

AMS.net proposal

This project is the first step needed to solve several District-wide network/ communication problems. There are problems with the phone system, the intercom systems, surveillance camera systems, a shortage of data ports and an inadequate Wi-Fi system to meet the needs of our students and staff. This project will provide 1 gigabit backbone to the Donner Pass Rd. (DPR) sites Truckee HS, Sierra HS, Truckee Elementary, the D.O., and the Old D.O. and provide the backbone for installation of phones, speakers, cameras, additional data ports and Wi-Fi to the the DPR sites and other TTUSD sites in the future. The District wide phone system is obsolete, and is no longer supported by the manufacturer. This project will provide the backbone for the district wide phone system, and new handsets to the DPR sites. The intercom/speaker system at some of our sites are in poor condition or inadequate to provide proper communication on the campuses. This project will provide a working intercom/speaker system throughout each of the DPR sites. The cameras at our sites are providing limited coverage. This project will provide additional cameras as well as video storage capabilities for the additional cameras at the DPR sites. All three of the components listed above (phones, PA, and cameras) are the safety concerns that were the initial driver of this project. Some of our sites do not have an adequate amount of data ports to allow each phone and computer to be "seen" remotely by the IT department. This project will add data ports to allow remote trouble shooting and repair of phones and computers by the IT department. The Wi-Fi system is currently not able to provide the level of service our students and staff need. This project will provide high speed Wi-Fi to the DPR sites and the back bone for future expansion to other TTUSD sites. This will provide access for wireless devices such as laptops, tablets, mobile devices, mobile (laptop/tablet) carts for seamless roaming from classroom-to-classroom and school-to-school. This will be a high-speed Wi-Fi system that will support the District's Wireless LAN needs now, and for many years to come. It can be upgraded to 10 Gigabit if needed in the future. Staff has received a proposal for the full project scope of approx. \$1.3M. However, this amount could be 10% to 15% more or less, once final component details and scope are resolved, and contingency costs are added. Due to the need to start some of the initial work during the summer, staff has asked the provider (AMS.net) to provide a quote for an initial phase of work so that the project can get underway while details of the full project are negotiated to get the best value for the District. The initial phase will provide the fiber backbone and main switching equipment for the DPR sites. This portion of the work will also serve the entire district (long-term under separate contract). Contracts for the first, and subsequent phases to complete the DPR sites will be brought back for ratification by the Board. The first phase contract is expected to be approx. \$400,000. This is a negotiated contract using a "piggyback" agreement originally negotiated by the County of Merced.

RECOMMENDATION: Authorize the Superintendent/CLO or his designee to negotiate and execute phased project contracts with AMS.net Staff has determined this project to be: X Complex Project (10%)

Motion

Member **Gaylan Larson** Moved, Member **Dianna Driller** seconded to approve the motion 'Authorize the Superintendent/CLO or his designee to negotiate and execute phased project contracts with AMS.net. Staff has determined this project to be: X Complex Project (10%)'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. the motion **Carried. 4 - 0**

Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Randy Hill	Yes

First Reading Board Policies

14.1 Board Policy 5000 Series

Summary of Board Policy Revisions, BP5121 Grades Evaluation of student achievement and BP 5112.5 Open Closed Campus

On January 23, 2013, the Board of Education adopted in total all new board policies for the school district. In addition to the new board policies, all administrative regulations have been replaced in order to implement the new

board policies. In preparation for this adoption, the district organized a three day policy development workshop Sept 17, 18 and 19th. A consultant facilitated the review and customization of the CSBA template policies. Our district policy review team, consisting of the Superintendent/CLO, Executive Director of Administrative Services, Executive Director of Educational Services, Executive Director of Student Services, Director of Facilities, Budget Manager Payroll and Executive Assistant to the Superintendent/CLO, reviewed all policies and administrative regulations and made changes to reflect current practice or recently revised board policies. The Board reviewed and revised the 0000 and 9000 series in governance workshops. Until this adoption, the majority of the board policies and administrative regulations dated back to 1994. As part of this adoption, the board will have the opportunity to further review the different policies in each of the series on an established schedule through September 2013. Each member of the board has reviewed the 5000 series related to Students. Questions and possible changes have either been addressed or are being presented for further consideration as part of this information item.

RECOMMENDATION: First reading, request the policies be brought back on the consent agenda for approval at the next regular meeting

14.2 BP 6153 School Sponsored Field Trips

BP/AR 6153 School Sponsored Trips

The board policy for school-sponsored trips, or field trips, is being presented with simple revisions addressing the approval process to include the Superintendent Chief Learning Officer and to better address "out of state" travel to Nevada. The CSBA sample policy includes the requirement for Board of Education approval for all "out of state" travel. On the advice of legal counsel, we can make provisions for Nevada as "in state" travel based on our proximity and participation in Nevada Interscholastic Athletics. We also propose removing the requirement for Board approval for all overnight trips again based on the distances involved for many of our trips. We are presenting this policy at this time in order to highlight the numerous academic and enrichment excursions our scholars participated in during the 2012-13 school year.

RECOMMENDATION: First reading, request it be brought back to the board on the consent agenda at the next regular meeting.

Resolutions

15.1 Resolution #1 2013.14 Authorize Superintendent to Sign Child Development Contract and Approve Contract for California State Preschool Program, CSPP-3340

Resolution, and Summary of Changes from State, Contract for California State Preschool Program and Certification for contract

TTUSD provides a pre-school program at Truckee Elementary School and Sierra High School through funding from the State of California. Each year the school board is required to pass a resolution to authorize entering a transaction with the California Department of Education for the purpose of providing child care and development services and to authorize specific district personnel to sign contract documents for the next fiscal year. This resolution authorizes the Superintendent, Executive Director of Administrative Services to sign the documents. The amount of funding expected to be received is \$125,099

RECOMMENDATION: Approve Resolution #1 2013.14 Authorize Designated Personnel to Sign Child Development Contract and Approve Contract for California State Preschool Program, CSPP-3340

Motion

Member **Dianna Driller** Moved, Member **Gaylan Larson** seconded to approve the motion 'Approve Resolution #1 2013.14 Authorize Designated Personnel to Sign Child Development Contract and Approve Contract for California State Preschool Program, CSPP-3340'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. the motion **Carried. 4 - 0**

Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Randy Hill	Yes

Instruction/Curriculum Department

16.1 School Sponsored Trips Summary for 2012.13

Summary of 2012.13 Field Trips

The Superintendent Chief Learning Officer reviewed the summary of 2012-13 field trips for the district. The list highlights the numerous academic and enrichment excursions our scholars participated in during the 2012-13 school year.

16.2 First Read of Proposed Business Algebra Course

In collaboration with University of California Curriculum Integration (UCCI), this course will offer students an opportunity to pursue academic study of Algebra 1 foundations and concepts while exploring potential career pathways in the Finance and Business Sector. This course fulfills a student's Algebra 1 requirement for graduation. This course is approved for use at all high schools, but will be offered only at Sierra High School in the fall of 2013. Instructional material approvals will follow.

RECOMMENDATION: Review and provide direction on course adoption. Board gave direction to bring back the course on the consent agenda at the next regular meeting.

16.3 First Read of Proposed Designing the American Dream: English 11 Course

In collaboration with University of California Curriculum Integration (UCCI), this course will offer students an opportunity to pursue English concepts in academics while exploring potential career pathways in the Arts, Media, and Entertainment Sector. Students will analyze and reflect upon collections in literature and film of "The American Dream" across time, regions, and cultures. This course fulfills the English 11 requirement for graduation. This course is approved for use at all high schools, but will be offered only at Sierra High School in the fall of 2013. Instructional material approvals will follow.

RECOMMENDATION: Review and provide direction on course adoption. Board gave direction to bring back the course on the consent agenda at the next regular meeting.

16.4 First Read of Proposed Biological Connections to Energy and the Environment Course

In collaboration with University of California Curriculum Integration (UCCI), this course will offer students an opportunity for hands-on academic study of biological laboratory sciences while exploring potential career pathways in the Energy and Utilities Industry Sector. This course will fulfill the Life Science requirement for graduation. These course are approved for use at all high schools, but will be offered only at Sierra High School in the fall of 2013. Instructional material approvals will follow.

RECOMMENDATION: Review and provide direction on course adoption. Board gave direction to bring back the course on the consent agenda at the next regular meeting.

16.5 First Read of Proposed Forensic Science Course

In collaboration with University of California Curriculum Integration (UCCI), this course will offer students an opportunity to pursue academic study in science, math and English while exploring potential career pathways in the Public Services Industry Sector. This course is designed to spark student interest in the sciences by applying science to real life situations. It will fulfill a student's Vocational Technology elective credits for graduation. These course are approved for use at all high schools, but will be offered only at Sierra High School in the fall of 2013. Instructional material approvals will follow.

RECOMMENDATION: Review and provide direction on course adoption. Board gave direction to bring back the course on the consent agenda at the next regular meeting.

16.6 First Read of Proposed US History Through Film Course

In collaboration with University of California Curriculum Integration (UCCI), this course will allow students to study United States History through film, engaging students with two elements- film as a popular medium and history on film. This course will count as an elective. This course is approved for use at all high schools, but will be offered only at Sierra High School in the fall of 2013. Instructional material approvals will follow.

RECOMMENDATION: Review and provide direction on course adoption. Board gave direction to bring back the course on the consent agenda at the next regular meeting.

16.7 First Read of Proposed "LAKER Pathways" Advisory Course

In effort to increase student accountability, promote academic achievement, and emotional/social growth of all students at North Tahoe High School, the "LAKER Pathways" advisory course will meet regularly, twice a week to discuss campus issues, NTHS core values, high school success, graduation goals, post-secondary options, community service and develop key life skills.

RECOMMENDATION: Review and provide direction on course adoption. Board gave direction to bring back the course on the consent agenda at the next regular meeting.

Board Business

17.1 Comments of Board Members

Board Member Larson stated he regrets missing the June 19th board meeting. He attended multiple graduation and award ceremonies in the district. Board Member Szczurek is recovering from graduation and enjoyed the ceremonies she attended.

Second Closed Session

President Szczurek noted there was not a need for the second closed session.

18.1 Public Employment Certificated, Classified, Confidential, Management

Report Out Action Taken In Closed Session

19.1 President Will Report out any Action Taken in Closed Session

No report

Adjourn

President Szczurek adjourned the meeting at 6:55pm

Secretary to the Board
Robert J. Leri

Clerk to the Board
Randy Hill