

TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

Phone (530) 265-9052 ♦ Fax (530) 265-3049 ♦ www.twinridgeselementary.com

BOARD OF TRUSTEES REGULAR MEETING AGENDA

Tuesday August 5th, 2025

4:00 PM

GRIZZLY HILL SCHOOL-Room 4

	1.	CALL TO ORDER:			
	2.	ROLL CALL			
		Aubrey Puetz Jonathan Farrell Lorien Whitestone Malik Goodman Jennifer Jensen	President Clerk Member Member Member		
	3.	ATTENDEES:			
Action	4.	APPROVAL OF THE August 5th , 2025 REGULAR AGENDA – Aubrey Puetz			
	5.	PUBLIC COMMENT The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on the agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322, Government Code 54954.3)			
Action	6.	CONSENT ITEMS. <i>These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent agenda for discussion.</i>			
Action	A.	Shall the Board approve July Warrants? <i>(white backup)</i>			
Action	B.	Shall the Board approve the June 10th, 2025 Regular Meeting Minutes? <i>(see red text backup)</i>			
Action	C.	Shall the Board approve June 13th, 2025 Regular Meeting Minutes? <i>(see blue text backup)</i>			

Action		D.	Shall the Board approve the June 25th Special Meeting Minutes? <i>(See purple text backup)</i>																											
Action		E.	Shall the Board approve the Personnel Change Report for TRESD ● Karina Williams-Community Liaison ● EIOP Employees ○ Rachel Umpress ○ Raya Searls ○ Zoey Stepp ● STIPENDS ○ Cori Hobbs-Mentor Teacher for Induction Program:\$1800 ○ Cori Hobbs- Mentor teacher for Intern Program:\$1500																											
	7.	REPORTS																												
Report		A.	Owens Financial- <i>Peter Ketchand</i>																											
Report		B.	Little Acorns- <i>Alicia Lauder</i>																											
Report		C.	Superintendent/Principal Report - <i>Dr. Erik Crawford</i>																											
Report		D.	PTC Report- <i>Aubrey Puetz</i>																											
Report		E.	Board Report																											
Report		F.	Current Enrollment- Little Acorns Preschool <table border="1"><tr><td>Age Groups</td><td>Age 2</td><td>Age 3</td><td>Age 4</td><td>Age 5</td><td colspan="2">Total</td></tr><tr><td>Students</td><td>3</td><td>4</td><td>5</td><td>0</td><td colspan="2">12</td></tr></table>						Age Groups	Age 2	Age 3	Age 4	Age 5	Total		Students	3	4	5	0	12									
Age Groups	Age 2	Age 3	Age 4	Age 5	Total																									
Students	3	4	5	0	12																									
Report		G.	Current Enrollment - Grizzly Hill School <table border="1"><tr><td>Grade</td><td>TK/K</td><td>1/2</td><td>3/4</td><td>5/6</td><td>7/8</td><td>Total</td></tr><tr><td>Students</td><td>0/2</td><td>7/12</td><td>11/7</td><td>8/16</td><td>11/10</td><td>84</td></tr><tr><td>Teacher</td><td>Hinrichs</td><td>E.Matteri</td><td>Hobbs</td><td>Pearcy</td><td>B.Matteri</td><td></td></tr></table>						Grade	TK/K	1/2	3/4	5/6	7/8	Total	Students	0/2	7/12	11/7	8/16	11/10	84	Teacher	Hinrichs	E.Matteri	Hobbs	Pearcy	B.Matteri		
Grade	TK/K	1/2	3/4	5/6	7/8	Total																								
Students	0/2	7/12	11/7	8/16	11/10	84																								
Teacher	Hinrichs	E.Matteri	Hobbs	Pearcy	B.Matteri																									
	8.	DISCUSSION/ACTION ITEMS																												

Disclosure	A.	Williams Q4 Quarterly Complaint - <i>Dr. Crawford</i>	
Discussion/Action	B.	Shall the Board approve the contract renewal with Summit 17 Solutions for security camera licensing- <i>Dr. Crawford/Sunshine Bender</i>	
Discussion/Action	C.	Shall the Board approve the quote form “All about Play” for wood fiber playground material for Grizzly Hill School? - <i>Dr. Crawford</i>	
Discussion/Action	D.	Shall the Board approve the MOU (Memorandum of Understanding) with CSEA(California School Employees Association) regarding the updated Salary Schedule? - <i>Dr. Crawford</i>	
Discussion/Action	E.	Shall the Board approve the MOU with NCSOS (Nevada County Superintendent of Schools) for school nursing services?- <i>Dr. Crawford</i>	
Discussion/Action	F.	Shall the Board approve the Pre-Construction Agreement with Core? <i>Dr. Crawford</i>	
Discussion/Action	G.	Board Policy Updates, first read- <i>Dr. Crawford (hand out)</i>	
Discussion/Action	H.	Transportation Discussion- <i>Dr. Crawford</i>	
Discussion/Action	I.	Washington School- <i>Dr. Crawford</i>	
Discussion/Action		1. RFP(Request for Proposals) for the Operation and Stewardship of the Historic Washington Schoolhouse	
Discussion/Action	J.	Facilities Master Plan Ongoing Project Discussions- <i>Dr. Crawford</i>	
Discussion/Action	K.	Fiscal stabilization- <i>Dr. Crawford</i>	
	9.	Future Agenda Items Discussion:	
	10.	UPCOMING MEETINGS: September 9th, 2025	
	11.	PUBLIC COMMENT ON CLOSED SESSION ITEMS	
	12.	CLOSED SESSION:	
	A.	Public Employee Discipline/Dismissal/Release (Government Code § 54957)	
	B.	Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Twin Ridges Teachers Association, California School Employees Association, SJR Chapter, Non-Represented Classified; Agency Negotiator: Superintendent Dr. Erik Crawford	

		C.	Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	13.	RECESS /RECONVENE - Report Out on Closed Session – <i>Aubrey Puetz</i>		
		A.	Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release (Government Code § 54957(b))	
		B.	Reportable Action Taken Regarding Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Dr. Erik Crawford	
		C.	Reportable Action Taken Regarding Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	14.	ADJOURNMENT:		

This agenda was posted at least 72 hours prior to the meeting at 16661 Old Mill Rd. Nevada City, CA 95959 and on the website at TRES.D.ORG

NOTICE:

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, contact the Twin Ridges Elementary School District office at 530.265-9052 ext. 201 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate your needs. {G.C. §54953.2, §54954.2(a) (1); Americans with Disabilities Act of 1990, §202 (42 U.S.C. §12132)}

8/5/2025

Aubrey Puetz, Board President

Date

08/05/2025

Dr. Erik Crawford, Superintendent/Principal

Date

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
			CRAWFORD, ERIK (000258) 4624 ASHEVILLE CT CARMICHAEL, CA 95608							
@	2024/25	06/26/25	MILEAGE	EC 6-26-25 MILEAGE (916378)	07/09/25	Paid	Printed	41.30		41.30
			2025 01- 0000- 5220- 00- 000- 0- 0000- 7150- 000- 0000							
Check #	26-469604			BatchId AP07102025A		Check Date 07/11/25	PO#		Register # 000309	
Total Invoice Amount								41.30		
			LANGLEY, MATTHEW (000197) 17537 Sunrise Rd. Nevada City, CA 95959							
@	2024/25	06/25/25	HOSE FOR CARPET CLEANER	ML 6-25-25 (916378)	07/09/25	Paid	Printed	13.45		13.45
			2025 01- 0000- 4300- 00- 005- 0- 0000- 8100- 000- 0000							
Check #	26-469605			BatchId AP07102025A		Check Date 07/11/25	PO#		Register # 000309	
Total Invoice Amount								13.45		
			MARTINES, SHELLINE (000200) 14491 BOQUEST DR. NEVADA CITY, CA 95959							
@	2024/25	06/30/25	ELOP FIELD TRIP	SM 6-30-25 ELOP (916378)	07/09/25	Paid	Printed	116.34		116.34
			2025 01- 2600- 5871- 00- 000- 0- 8100- 5000- 000- 0000							
Check #	26-469606			BatchId AP07102025A		Check Date 07/11/25	PO#		Register # 000309	
@	2024/25	06/30/25	PL MILEAGE	SM 6-30-25 PL (916378)	07/09/25	Paid	Printed	40.46		40.46
			2025 01- 6331- 5220- 00- 005- 0- 0000- 2700- 000- 0000							
Check #	26-469606			BatchId AP07102025A		Check Date 07/11/25	PO#		Register # 000309	
Total Invoice Amount								156.80		
			MARTINES, SHELLINE (000200) 14491 BOQUEST DR. NEVADA CITY, CA 95959							
@	2024/25	06/23/25	FISH TANK WELLNESS SPACE	SM 06-23-25 CS (921655)	07/16/25	Paid	Printed	440.65		440.65
			2025 01- 6331- 4300- 00- 005- 0- 8100- 5000- 000- 0000							
Check #	26-469896			BatchId AP07172025		Check Date 07/18/25	PO#		Register # 000310	
Total Invoice Amount								440.65		

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
SEARLS, RAYA S (000274) 17678 GREEN RAVINE RD NEVADA CITY, CA 95959										
@	2024/25	06/10/25	FINGERPRINTS	RS 6-10-25 (926401)	07/23/25	Paid	Printed	30.00		30.00
2025 01- 0000- 5840- 00- 000- 0- 0000- 7400- 000- 0000										
Check #	26-470224			BatchId	AP07242025	Check Date	07/25/25	PO#		Register # 000311
Total Invoice Amount								30.00		
STEPP, ZOE B (000273) P.O. BOX 92 NORTH SAN JUAN, CA 95960										
@	2024/25	06/04/25	FINGERPRINTS	ZS 6-4-25 (926401)	07/23/25	Paid	Printed	30.00		30.00
2025 01- 0000- 5840- 00- 000- 0- 0000- 7400- 000- 0000										
Check #	26-470225			BatchId	AP07242025	Check Date	07/25/25	PO#		Register # 000311
Total Invoice Amount								30.00		
AT&T (000010/1) PO BOX 9011 CAROL STREAM, IL 60197-9011										
@	2024/25	06/22/25	BAN 9391080849	000023663356 (916378)	07/09/25	Paid	Printed	56.08		56.08
2025 01- 0000- 5930- 00- 000- 0- 0000- 8100- 000- 0000										
Check #	26-469607			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
Total Invoice Amount								56.08		
AT&T (000010/1) PO BOX 9011 CAROL STREAM, IL 60197-9011										
@	2024/25	07/06/25	BAN 9391001368	000023730473 (921655)	07/16/25	Paid	Printed	61.65		61.65
2025 01- 0000- 5930- 00- 000- 0- 0000- 8100- 000- 0000										
Check #	26-469897			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
@	2024/25	07/06/25	BAN 9391007879	000023730697 (921655)	07/16/25	Paid	Printed	487.62		487.62
2025 01- 0000- 5930- 00- 000- 0- 0000- 8100- 000- 0000										
Check #	26-469897			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
@	2024/25	07/06/25	BAN 9391007881	000023730698 (921655)	07/16/25	Paid	Printed	98.43		98.43

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

ERP for California

Page 2 of 14

ReqPay05a

Payment Register

Scheduled 07/09/2025 - 07/23/2025								Bank Account COUNTY - AP Account		
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Vendor		AT&T (000010/1)		(continued)		(continued)				
@	2024/25	07/06/25	BAN 9391007881	000023730698 (921655) (continued)	07/16/25	Paid	Printed	(continued)		
2025 01-0000-5930-00-004-0-0000-8100-000-0000										
Check #	26-469897			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
@	2024/25	07/06/25	BAN 9391007882	000023730699 (921655)	07/16/25	Paid	Printed	127.64		127.64
2025 01-0000-5930-00-000-0-0000-8100-000-0000										
Check #	26-469897			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
Total Invoice Amount								775.34		
B & C HOME CENTERS (000073/1) 2032 NEVADA CITY HIGHWAY GRASS VALLEY, CA 95945										
2025/26	07/03/25		MAINT	624696 (916399)	07/09/25	Paid	Printed	56.88		56.88
2026 01-0000-4300-00-005-0-0000-8100-000-0000										
Check #	26-469608			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
Total Invoice Amount								56.88		
BEAM SECURITY SYSTEMS INC dba ADMIRAL ALARM & ELEC (000082/1) PO BOX 1803 GRASS VALLEY, CA 95945										
2025/26	07/01/25		JULY - SEPT FIRE AND ALARM	R 259932 (921643)	07/16/25	Paid	Printed	252.00		252.00
2026 01-0000-5800-00-005-0-0000-8300-000-0000										
Check #	26-469898			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
Total Invoice Amount								252.00		
CAITLIN SHELTON (000424/1) 2527 EL VITA WAY CARMICHAEL, CA 95608										
@	2024/25	06/13/25	MAY PSYCH SERVICES	JUNE 25 CS (916378)	07/09/25	Paid	Printed	2,000.00		2,000.00
2025 01-6500-5800-00-000-0-5760-3120-000-0000										
Check #	26-469609			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
@	2024/25	06/13/25	MAY PSYCH SERVICES	MAY 25 CS (916378)	07/09/25	Paid	Printed	2,000.00		2,000.00
2025 01-6500-5800-00-000-0-5760-3120-000-0000										
Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)										
								ERP for California		
Page 3 of 14										

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

ERP for California

Page 3 of 14

ReqPay05a

Payment Register

Scheduled 07/09/2025 - 07/23/2025								Bank Account COUNTY - AP Account		
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
CAITLIN SHELTON (000424/1) (continued)								(continued)		
Check #	26-469609			BatchId	AP07102025A	Check Date	07/11/25	PO#	Register #	000309
Total Invoice Amount								4,000.00		
COMPUTER TECHNOLOGY LINK CORP (000402/2) P.O. BOX 740826 LOS ANGELES, CA 90074-0826										
2025/26	07/02/25		CHROMEBOOKS	INV400556 (921643)	07/16/25	Paid	Printed	13,894.45		13,894.45
2026 01-0100-6400-00-000-0-1110-1000-000-0000										
Check #	26-469899			BatchId	AP07172025	Check Date	07/18/25	PO#	Register #	000310
Total Invoice Amount								13,894.45		
CRANMER ENGINEERING INC (000035/1) PO BOX 1240 GRASS VALLEY, CA 95945										
@	2024/25	06/30/25	DW / DROUGHT REPORT	GHG0162 (916378)	07/09/25	Paid	Printed	30.00		30.00
2025 01-0000-5800-00-005-0-0000-8100-000-0000										
Check #	26-469610			BatchId	AP07102025A	Check Date	07/11/25	PO#	Register #	000309
@	2024/25	06/30/25	DW / DROUGHT REPORT	GHG0163 (916378)	07/09/25	Paid	Printed	716.00		716.00
2025 01-0000-5800-00-005-0-0000-8100-000-0000										
Check #	26-469610			BatchId	AP07102025A	Check Date	07/11/25	PO#	Register #	000309
@	2024/25	06/30/25	DW / DROUGHT REPORT	GHG0164 (916378)	07/09/25	Paid	Printed	450.00		450.00
2025 01-0000-5800-00-001-0-0000-8100-000-0000										
Check #	26-469610			BatchId	AP07102025A	Check Date	07/11/25	PO#	Register #	000309
Total Invoice Amount								1,196.00		
DEBRA ASKLOCK DUGAN (000382/1) 15617 OLD DOWNIEVILLE HWY. NEVADA CITY, CA 95959										
@	2024/25	07/15/25	FAMILY FORUMS	DD FFCS 25 (921655)	07/16/25	Paid	Printed	250.00		250.00
2025 01-6331-5800-00-005-0-8100-5000-000-0000										
Check #	26-469900			BatchId	AP07172025	Check Date	07/18/25	PO#	Register #	000310
@	2024/25	07/15/25	HEALTH CLASS 7-8	DD HEALTH CLASS 25 (921655)	07/16/25	Paid	Printed	2,500.00		2,500.00
Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)										
								ERP for California		
								Page 4 of 14		

ReqPay05a

Payment Register

Scheduled 07/09/2025 - 07/23/2025										Bank Account COUNTY - AP Account
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
DEBRA ASKLOCK DUGAN (000382/1) (continued)										(continued)
@	2024/25	07/15/25	HEALTH CLASS 7-8	DD HEALTH CLASS 25 (921655) (continued)	07/16/25	Paid	Printed	(continued)		
2025 01-0100-5800-00-005-0-0000-3110-000-0000										
Check #	26-469900			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
Total Invoice Amount								2,750.00		
DEPARTMENT OF JUSTICE (000096/1)										
PO BOX 944255										
SACRAMENTO, CA 94244-2550										
@	2024/25	06/30/25	FINGER PRINTS	827958 (921655)	07/16/25	Paid	Printed	147.00		147.00
2025 01-0000-5840-00-000-0-0000-7400-000-0000										
Check #	26-469901			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
Total Invoice Amount								147.00		
HUNT AND SONS INC (000044/1)										
PO BOX 277670										
SACRAMENTO, CA 95827-7670										
@	2024/25	06/30/25	FUEL	539401 (916378)	07/09/25	Paid	Printed	270.15		270.15
2025 01-0000-4390-00-000-0-0000-8100-000-0000						180.29				
2025 01-2600-4390-00-000-0-1110-1000-000-0000						89.86				
Check #	26-469611			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
Total Invoice Amount								270.15		
HUNT AND SONS INC (000044/1)										
PO BOX 277670										
SACRAMENTO, CA 95827-7670										
@	2024/25	07/15/25	FIELDTRIP FUEL	550624 (926401)	07/23/25	Paid	Printed	121.29		121.29
2025 01-2600-4390-00-000-0-1110-1000-000-0000										
Check #	26-470226			BatchId	AP07242025	Check Date	07/25/25	PO#		Register # 000311
Total Invoice Amount								121.29		
IZZY TOOINSKY (000004/1)										
10726 DEVONSHIRE CIRCLE										
PENN VALLEY, CA 95946										
@	2024/25	06/16/25	IZZI SHOW AND WORKSHOP	IT 6-16-25 (916378)	07/09/25	Paid	Printed	500.00		500.00
2025 01-2600-5800-00-005-0-8100-5000-000-0000										
Check #	26-469612			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)										

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
& Employee Also						Total Invoice Amount		500.00		

NEVADA CITY SCH OF ARTS (000127/1)
13032 BIITNEY SPRINGS ROAD
NEVADA CITY, CA 95959

@ 2024/25 06/30/25 24/25 APR- JUNE IN APR- JUNE IN LIEU 07/09/25 Paid Printed 38,925.00 38,925.00
LIEU TAX (916378)

2025 01- 0000- 8096- 00- 000- 0- 0000- 0000- 000- 0000

Check # 26-469613 Batchld AP07102025A Check Date 07/11/25 PO# Register # 000309

Total Invoice Amount 38,925.00

NEVADA COUNTY SUPT OF SCHLS (000015/1)
380 CROWN POINT CIRCLE
GRASS VALLEY, CA 95945

@ 2024/25 07/14/25 CHILD CARE FOR INV25-00370 07/16/25 Paid Printed 647.28 647.28
FFCS (921655)

2025 01- 6331- 5800- 00- 005- 0- 8100- 5000- 000- 0000

Check # 26-469902 Batchld AP07172025 Check Date 07/18/25 PO# Register # 000310

@ 2024/25 07/14/25 CHILD CARE FOR INV25-00371 07/16/25 Paid Printed 36.21 36.21
FFCS (921655)

2025 01- 6331- 5800- 00- 005- 0- 8100- 5000- 000- 0000

Check # 26-469902 Batchld AP07172025 Check Date 07/18/25 PO# Register # 000310

@ 2024/25 07/14/25 CHILD CARE FOR INV25-00372 07/16/25 Paid Printed 36.21 36.21
FFCS (921655)

2025 01- 6331- 5800- 00- 005- 0- 8100- 5000- 000- 0000

Check # 26-469902 Batchld AP07172025 Check Date 07/18/25 PO# Register # 000310

Total Invoice Amount 719.70

NEW DIRECTION SOLUTIONS, LLC (000428/1)
P.O. BOX 846759
LOS ANGELES, CA 90084-6759

@ 2024/25 06/15/25 COUNSELOR 21234315 07/09/25 Paid Printed 1,260.00 1,260.00
SERVICES (916378)

2025 01- 3010- 5800- 00- 005- 0- 0000- 3110- 000- 0000

Check # 26-469614 Batchld AP07102025A Check Date 07/11/25 PO# Register # 000309

Total Invoice Amount 1,260.00

PARS ADMIN (000016/1)
4350 VON KARMAN AVE
NEWPORT BEACH, CA 92660-2080

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

ERP for California

Page 6 of 14

ReqPay05a

Payment Register

Scheduled 07/09/2025 - 07/23/2025								Bank Account COUNTY - AP Account		
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
			PARS ADMIN (000016/1)	(continued)						
@	2024/25	03/07/25	PARS FEES	57500 (926401)	07/23/25	Paid	Printed	269.05		269.05
2025 01-0000-5800-00-000-0-0000-7200-000-0000										
Check #	26-470227	BatchId			AP07242025	Check Date	07/25/25	PO#	Register # 000311	
Total Invoice Amount								269.05		
			PETERS DRILLING AND PUMP SRVC (000114/1)							
			PO BOX 1546							
			GRASS VALLEY, CA 95945							
	2025/26	07/21/25	WELL HOUSE PUMP REPAIR	45560331 (926402)	07/23/25	Paid	Printed	206.50		206.50
2026 01-0000-5640-00-005-0-0000-8100-000-0000										
Check #	26-470228	BatchId			AP07242025	Check Date	07/25/25	PO#	Register # 000311	
Total Invoice Amount								206.50		
			PG&E (000050/1)							
			BOX 997300							
			SACRAMENTO, CA 95899-7300							
@	2024/25	06/30/25	6931227577-4	6931227-577-4 JUN 25 (916378)	07/09/25	Paid	Printed	22.63		22.63
2025 01-0000-5520-00-004-0-0000-8100-000-0000										
Check #	26-469615	BatchId			AP07102025A	Check Date	07/11/25	PO#	Register # 000309	
Total Invoice Amount								22.63		
			PG&E (000050/1)							
			BOX 997300							
			SACRAMENTO, CA 95899-7300							
@	2024/25	07/03/25	7588441545-8	JUN-JUL02- 25 PR (921655)	07/16/25	Paid	Printed	365.15		365.15
2025 01-0000-5520-00-001-0-0000-8100-000-0000										
Check #	26-469903	BatchId			AP07172025	Check Date	07/18/25	PO#	Register # 000310	
@	2024/25	07/03/25	0588820133-1	JUN-JUL02- 25 PS (921655)	07/16/25	Paid	Printed	498.54		498.54
2025 01-0000-5520-00-001-0-0000-8100-000-0000										
Check #	26-469903	BatchId			AP07172025	Check Date	07/18/25	PO#	Register # 000310	
@	2024/25	07/03/25	4640442670-5	JUN-JUL02-25 GH (921655)	07/16/25	Paid	Printed	1,516.01		1,516.01
2025 01-0000-5520-00-005-0-0000-8100-000-0000										
Check #	26-469903	BatchId			AP07172025	Check Date	07/18/25	PO#	Register # 000310	
Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)										
									ERP for California	
Page 7 of 14										

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
		PG&E (000050/1)	(continued)							(continued)

@	2024/25	07/03/25	0390455458-5	JUN-JUL02-25 LIB (921655)	07/16/25	Paid	Printed	94.02		94.02
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2025 01-0000-5520-00-001-0-0000-8100-000-0000

Check # 26-469903

BatchId AP07172025

Check Date 07/18/25

PO#

Register # 000310

Total Invoice Amount 2,473.72

SCHOOLS EXCESS LIABILITY FUND (000290/1)
1531 I STREET SUITE 300
SACRAMENTO, CA 95814

2025/26	05/28/25	25/26 SELF INVOICE	AB218-2966415-A4 (916399)	07/09/25	Paid	Printed	19,527.46		19,527.46
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2026 01-0000-5450-00-001-0-0000-7200-000-0000

Check # 26-469616

BatchId AP07102025A

Check Date 07/11/25

PO#

Register # 000309

Total Invoice Amount 19,527.46

SCHOOLS INSURANCE GROUP (000052/1)
550 HIGH STREET SUITE 201
AUBURN, CA 95603

2025/26	07/01/25	50 % WORKMANS COMP	514444 (916399)	07/09/25	Paid	Printed	17,199.50		17,199.50
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2026 01- -9516-

Check # 26-469617

BatchId AP07102025A

Check Date 07/11/25

PO#

Register # 000309

2025/26	07/01/25	25 % PROPERTY/ LIABILITY	51472 (916399)	07/09/25	Paid	Printed	7,079.75		7,079.75
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2026 01-0000-5450-00-000-0-0000-7200-000-0000

Check # 26-469617

BatchId AP07102025A

Check Date 07/11/25

PO#

Register # 000309

Total Invoice Amount 24,279.25

SCHOOLS INSURANCE GROUP (000179/1)
550 HIGH STREET SUITE 201
AUBURN, CA 95603-4712

2025/26	07/01/25	JULY 25 BENEFITS	JULY 25 BENEFITS (916402)	07/09/25	Paid	Printed	22,297.85		22,297.85
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2026 01- -9514-

Check # 26-469618

BatchId AP07102025A

Check Date 07/11/25

PO#

Register # 000309

Total Invoice Amount 22,297.85

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
			SIERRA STREAMS INSTITUTE (000018/1) 117 NEW MOHAWK RD STE. H NEVADA CITY, CA 95959							
@	2024/25	06/30/25	EDUCATION SERVICES	SS 6-30-25 (916378)	07/09/25	Paid	Printed	1,060.00		1,060.00
			2025 01-2600-5800-00-005-0-8100-5000-000-0000							
Check #	26-469619		BatchId		AP07102025A	Check Date 07/11/25		PO#	Register # 000309	
Total Invoice Amount								1,060.00		
			SMALL SCHOOL DISTRICT ASS. (000320/1) 925 L ST STE 1200 SACRAMENTO, CA 95814							
	2025/26	07/01/25	SSDA DUES	01385 (916399)	07/09/25	Paid	Printed	500.00		500.00
			2026 01-0000-5300-00-000-0-0000-7150-000-0000							
Check #	26-469620		BatchId		AP07102025A	Check Date 07/11/25		PO#	Register # 000309	
Total Invoice Amount								500.00		
			SPD SAW SHOP INC (000118/1) 120 ARGAIL WAY NEVADA CITY, CA 95959							
@	2024/25	06/09/25	ROPE	131028 (916378)	07/09/25	Paid	Printed	3.81		3.81
			2025 01-0000-4300-00-005-0-0000-8100-000-0000							
Check #	26-469621		BatchId		AP07102025A	Check Date 07/11/25		PO#	Register # 000309	
Total Invoice Amount								3.81		
			SYNERGIA LEARNING ADVENTURES (000138/1) 18441 RAINBOW'S END RD NEVADA CITY, CA 95959							
@	2024/25	06/26/25	FIELD TRIP ROPES COURSE	RC254 (916378)	07/09/25	Paid	Printed	3,000.00		3,000.00
			2025 01-2600-5871-00-000-0-8100-5000-000-0000							
Check #	26-469622		BatchId		AP07102025A	Check Date 07/11/25		PO#	Register # 000309	
Total Invoice Amount								3,000.00		
			SYSCO SACRAMENTO (000022/1) PO BOX 138007 SACRAMENTO, CA 95813-8007							
	2025/26	07/16/25	ELOP FOOD	531862434 (926402)	07/23/25	Paid	Printed	428.56		428.56
			2026 01-2600-4300-00-005-0-8100-5000-000-0000							

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
SYSCO SACRAMENTO (000022/1)			(continued)							
Check #	26-470229			BatchId	AP07242025	Check Date	07/25/25	PO#		Register # 000311
Total Invoice Amount								428.56		
UBEO WEST LLC (000104/2)										
P.O. BOX 301062										
LOS ANGELES, CA 90030-1062										
@	2024/25	06/20/25	COPIES	4929774	(916378)	07/09/25	Paid	Printed	76.52	76.52
2025 01- 0000- 5600- 00- 005- 0- 1110- 1000- 000- 0000										
Check #	26-469623			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
Total Invoice Amount								76.52		
UPFRONT HEATING & AIR (000352/1)										
P.O. BOX 404										
NORTH SAN JUAN, CA 95960										
@	2024/25	07/01/25	ECOBEE THERMOSTAT INSTALL 6/24	1515	(916378)	07/09/25	Paid	Printed	477.00	477.00
2025 01- 0000- 5640- 00- 004- 0- 0000- 8100- 000- 0000										
Check #	26-469624			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
Total Invoice Amount								477.00		
US BANK CORPORATE PMT SYS (000057/1)										
PO BOX 790428										
ST LOUIS, MO 63179-0428										
@	2024/25	06/16/25	ELOP SUPPLIES	EC CC 7-15-25 (926401)	07/23/25	Paid	Printed	145.67		145.67
2025 01- 2600- 4300- 00- 005- 0- 8100- 5000- 000- 0000										
Check #	26-470230			BatchId	AP07242025	Check Date	07/25/25	PO#		Register # 000311
@	2024/25	06/17/25	NCSOS GRANT GARDEN	SB CC 06-17-25 (926401)	07/23/25	Paid	Printed	198.34		198.34
2025 01- 0808- 4300- 00- 000- 0- 1110- 1000- 000- 0000										
Check #	26-470230			BatchId	AP07242025	Check Date	07/25/25	PO#		Register # 000311
@	2024/25	06/18/25	ELOP FOOD SUPPLIES	SB CC 06-18-25 (926401)	07/23/25	Paid	Printed	138.48		138.48
2025 01- 2600- 4300- 00- 005- 0- 8100- 5000- 000- 0000										
Check #	26-470230			BatchId	AP07242025	Check Date	07/25/25	PO#		Register # 000311
@	2024/25	06/27/25	PBIS SUPPLIES ATTENDACE AWARD	SB CC 06-27-25 (926401)	07/23/25	Paid	Printed	75.39		75.39

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
US BANK CORPORATE PMT SYS (000057/1)				(continued)						(continued)
@	2024/25	06/27/25	PBIS SUPPLIES	SB CC 06-27-25	07/23/25	Paid	Printed	(continued)		
			ATTENDACE AWARD	(926401) (continued)						
			2025 01-0100-4300-00-005-0-1110-1000-000-0101							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	
@	2024/25	06/16/25	NCSOS GRANT	SB CC 6-16-25	07/23/25	Paid	Printed	107.49		107.49
			GARDEN STORAGE	(926401)						
			2025 01-0808-4300-00-000-0-1110-1000-000-0000							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	
@	2024/25	06/17/25	YEAR BOOKS	SB CC 6-17-25	07/23/25	Paid	Printed	2,054.36		2,054.36
				(926401)						
			2025 01-9062-4300-00-000-0-0000-2700-000-0000							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	
@	2024/25	06/18/25	FIELD TRIP ELOP	SB CC 6-18-25	07/23/25	Paid	Printed	500.00		500.00
				(926401)						
			2025 01-2600-5871-00-000-0-8100-5000-000-0000							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	
@	2024/25	06/20/25	ELOP SUPPLIES	SB CC 6-20-25	07/23/25	Paid	Printed	105.48		105.48
				(926401)						
			2025 01-2600-4300-00-005-0-8100-5000-000-0000							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	
@	2024/25	06/23/25	TRUCK REPAIR	SB CC 6-23-25	07/23/25	Paid	Printed	1,189.05		1,189.05
				(926401)						
			2025 01-0000-5640-00-005-0-0000-8100-000-0000							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	
@	2024/25	06/27/25	ELOP SUPPLIES	SB CC 6-27-25	07/23/25	Paid	Printed	10.54		10.54
				(926401)						
			2025 01-2600-4300-00-005-0-8100-5000-000-0000							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	
	2025/26	06/30/25	25/26 CASBO DUES	SB CC 6-30-25	07/23/25	Paid	Printed	850.00		850.00
				(926402)						
			2026 01-0000-5300-00-000-0-0000-7200-000-0000							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	
	2025/26	06/30/25	CLASS FOLDERS	SB CC 6-30-25	07/23/25	Paid	Printed	32.10		32.10
			FOR HR	(926402)						
			2026 01-0000-4300-00-000-0-0000-7200-000-0000							
Check #	26-470230			BatchId AP07242025		Check Date 07/25/25	PO#		Register # 000311	

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

ERP for California

Page 11 of 14

ReqPay05a

Payment Register

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Total Invoice Amount								5,406.90		
US BANK EQUIPMENT FINANCE (000056/1) PO BOX 790448 ST LOUIS, MO 63179-0448										
@	2024/25	06/26/25	COPY LEASE + COPIES	558769204 (916378)	07/09/25	Paid	Printed	373.36		373.36
2025 01-0000-5600-00-005-0-1110-1000-000-0000										
Check #	26-469625			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
Total Invoice Amount								373.36		
WASHINGTON COUNTY WATER DIST (000063/1) PO BOX 34 WASHINGTON, CA 95986										
@	2024/25	06/30/25	JUNE WATER	JUNE 25 WATER (916378)	07/09/25	Paid	Printed	165.42		165.42
2025 01-0000-5540-00-004-0-0000-8100-000-0000										
Check #	26-469626			BatchId	AP07102025A	Check Date	07/11/25	PO#		Register # 000309
Total Invoice Amount								165.42		
WASTE MGMT OF NEVADA COUNTY (000059/1) PO BOX 541065 LOS ANGELES, CA 90054-1065										
	2025/26	07/03/25	TRASH SERVICE JULY	3475564-0536-8 (921643)	07/16/25	Paid	Printed	341.93		341.93
2026 01-0000-5570-00-005-0-0000-8100-000-0000										
Check #	26-469904			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
Total Invoice Amount								341.93		
AUTO-CHLOR (000011/1) 3000 ACADEMY WAY #100 SACRAMENTO, CA 95815										
	2025/26	07/03/25	DISHWASHER LEASE	253305600447 (921643)	07/16/25	Paid	Printed	239.80		239.80
2026 13-5310-5600-00-000-0-0000-3700-000-0000										
Check #	26-469905			BatchId	AP07172025	Check Date	07/18/25	PO#		Register # 000310
Total Invoice Amount								239.80		

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

ERP for California

Page 12 of 14

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
			CA DEPT OF TAX & FEE ADMINISTRATION (000145/1) PO BOX 942879 SACRAMENTO, CA 94279-7072							
@	2024/25	06/30/25	TR 24-25 USE TAX	24-25 USE TAX (926401)	07/23/25	Paid	Printed	146.70		146.70

2025 13- 5310- 9508- - - 0- - - -
 Check # 26-470231 BatchId AP07242025 Check Date 07/25/25 PO# Register # 000311

Total Invoice Amount 146.70

EXPENSES BY FUND - Bank Account COUNTY			
Fund	Expense	Cash Balance	Difference
01	146,546.05	727,429.68	580,883.63
13	386.50	18,700.53	18,314.03
Total	146,932.55		

Scheduled 07/09/2025 - 07/23/2025

Bank Account COUNTY - AP Account

Number of Payments	66	
Number of Checks	41	\$146,932.55
Number of ACH Advice	0	
Number of vCard Advice	0	
Total Check/Advice Amount	\$146,932.55	
Total Unpaid Sales Tax	\$0.00	
Total Expense Amount	\$146,932.55	

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 - \$99	9
\$100 - \$499	15
\$500 - \$999	4
\$1,000 - \$4,999	7
\$5,000 - \$9,999	1
\$10,000 - \$14,999	1
\$15,000 - \$99,999	4
\$100,000 - \$199,999	
\$200,000 - \$499,999	
\$500,000 - \$999,999	
\$1,000,000 -	

***** ITEMS OF INTEREST *****

* Number of payments to a different vendor

! Number of Prepaid payments

@ Number of Liability payments 52

& Number of Employee Also Vendors 1

? denotes check name different than payment name

F denotes Final Payment

Report Totals -	Payment Count	66	Check Count	41	ACH Count	0	vCard Count	0	Total Check/Advice Amount	\$146,932.55
									\$146,932.55	

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 7/1/2025, Ending Schedule Date = 7/31/2025, Page Break by Check/Advice? = N, Zero? = Y)

ERP for California

Page 14 of 14

TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

Phone (530) 265-9052 ♦ Fax (530) 265-3049 ♦ www.twinridgeselementary.com

BOARD OF TRUSTEES REGULAR MEETING AGENDA TUESDAY June 10th, 2025 4:00 PM GRIZZLY HILL SCHOOL-Room 4

	1.	CALL TO ORDER: 4:05			
	2.	ROLL CALL			
		Aubrey Puetz Jonathan Farrell Lorien Whitestone Malik Goodman Jennifer Jensen	President Clerk Member Member Member	present present Absent present present	
	3.	ATTENDEES: Sunshine, Marisol , Dianna, Nancy, Sandi, Charity, Alicia			
Action	4.	APPROVAL OF THE June 10TH , 2025 REGULAR AGENDA – Aubrey Puetz			
		Aubrey seeks a motion to approve the June 10th Regular Meeting agenda Trustee Goodman makes a motion, Trustee Farrell seconds the motion. Vote Carries as follows:(4/0/1/0) Trustee Farrell-YES Trustee Jensen-YES Trustee Puetz-YES Trustee Whitestone-Absent Trustee Goodman-YES			
	5.	PUBLIC COMMENT The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on the agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322, Government Code 54954.3)			

		Sandi Amell: - Address the board to let them know that her husband is a refrigerator repair tech. and can help fix the current fridge. - Weeds and general clean up need to be addressed before it is ready for rental. Sandi expresses her husband is a qualified vendor and is willing to help address the repairs as well as construction needs. - She hopes the district will consider these changes.	
Action	6.	CONSENT ITEMS. <i>These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent agenda for discussion.</i>	
Action	A.	Shall the Board approve the May Warrants (<i>white backup</i>)	
Action	B.	Shall the Board approve the May 13th, 2025 Regular Meeting Minutes? (<i>see red text backup</i>)	
		Aubrey seeks a motion to approve consent agenda items A&B, Trustee Farrell makes a motion to approve both consent items, Trustee Goodman seconds the motion. The vote carries as follows. (4/0/1/0) Trustee Farrell-Yes Trustee Jensen-YES Trustee Puetz-YES Trustee Whitestone-Absent Trustee Goodman-YES	
	7.	REPORTS	
Report	A.	End of year wrap up/signatures- <i>Peter Ketchand</i>	
		Peter is not in attendance.	

Report	B.	Family Resource Center Report - <i>Diana Pasquini</i>	
		Diana- Shares a report/ presentation on the history of the NSJ Family Resources center. Diana shares a brief history of the origination of the FRC in 2005 to the present. She shares the people involved and programs that were available in the beginning. She shares details on how the family resource center has grown and the various programs that have been facilitated over the years at the FRC. Both Nancy and Dianna share the explicit need for the food pantry and feel this is a non-negotiable for the ridge and district, people depend on us to supply their food needs. Funding for Adult yoga, dance classes, as well as the food pantry are among the top priorities. She wants to continue to serve the community however she can. Aubrey thanks Diana for her report and assures Diana these issues will be an ongoing discussion. The Board thanks Diana for all of her work.	
Report	C.	TRTA - <i>Adam Percy</i>	
		Not in attendance	
Report	D.	Little Acorns- <i>Alicia Lauder</i>	
		Alicia shares a short slide show presentation of the year's events. She shares the growth of the students, various activities, and volunteers that have come through the pre-school to facilitate activities.	
Report	E.	Superintendent/Principal Report - <i>Dr. Erik Crawford</i>	
		Dr. Crawford- shares some of the updates on the end of the school year. Graduation for our 8th graders as well as our preschool and kindergarten growing away ceremonies. Shares updates regarding facilities planning, and meetings that have happened with CORE in preparing for the modernization and building projects. Also updates the board regarding playground upgrades. Next Dr. Crawford moves to teachers and staff. He gives an update on negotiation and teacher training that will happen before the end of the school year. Our newest teacher will also be attending a training session before the start of the school year. Gives Kudos to the various staff members that have helped lead our students and staff through some of the end of year events including, open house, Superintendent counsels meeting catered by our own Erin, annual 7/8 trip, science camp, Water safety assembly, SEL team presentation, all school bowling trip. Overall a strong close to a successful year.	

Report	F.	Little Acorns Preschool																						
		<table><tr><td>Age Groups</td><td>Age 2</td><td>Age 3</td><td>Age 4</td><td>Age 5</td><td>Total</td></tr><tr><td>Students</td><td>4</td><td>4</td><td>6</td><td>1</td><td>15</td></tr></table>	Age Groups	Age 2	Age 3	Age 4	Age 5	Total	Students	4	4	6	1	15										
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Students	4	4	6	1	15																			
Report	G.	Community Schools- <i>Kristin Snell</i> (see light Green backup)																						
		Dr. Crawford reads Kristin's report in her absence. Refers the board to the community schools implementation plan. The board can reach out directly with any comments or concerns. Family Forums and Circles of support last meeting will be held this month. Babysitting certification was a huge success. 10 students from Grizzly Hill attended and all had great pride in taking the course. It was a great success and our students represented Grizzly Hill well. Moves to ELOP-gives highlights on the number of students, new staff members, as well as the various activities that are planned for the summer. Also some in house events where various visitors will come to facilitate activities with the kids. The kids will also have the opportunity to participate in activities in cooking, stem, animation etc.																						
Report	H.	Parent Teacher Club Report - <i>Aubrey Puetz</i>																						
		Aubrey- Shares some highlights of the color run as well as meeting plans going into next year. She shares the process of planning school events, and ways for people to get involved next year. Always looking for more help and support! Aubrey closes her report with highlighting some of the special items that were given for the 8th grade graduates.																						
Report	I.	Current Enrollment - Grizzly Hill School																						
		<table><tr><td>Grade</td><td>TK/K</td><td>1/2</td><td>3/4</td><td>5/6</td><td>7/8</td><td>Total</td></tr><tr><td>Students</td><td>3/7</td><td>13/11</td><td>7/8</td><td>16/10</td><td>10/6</td><td>91</td></tr><tr><td>Teacher</td><td>Clemens</td><td>Matteri</td><td>Hobbs</td><td>Pearcy</td><td>Hinrichs</td><td></td></tr></table>	Grade	TK/K	1/2	3/4	5/6	7/8	Total	Students	3/7	13/11	7/8	16/10	10/6	91	Teacher	Clemens	Matteri	Hobbs	Pearcy	Hinrichs		
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Teacher	Clemens	Matteri	Hobbs	Pearcy	Hinrichs																			
Report	J.	Board Report - <i>Trustees</i>																						
		Jonathan Farrell- Goal of 10K for the food forest. Just met the goal and is now looking for contractors for fence building																						
	8.	DISCUSSION/ACTION ITEMS																						

Discussion/Action	A.	Washington School-Dr. Crawford	
		Dr. Crawford- Shares a handout that reflects the annual cost analysis for the Washington School Facility. The handout reflects all costs associated with the general operational costs of Washington School. Starlink is available for install but we need to find someone to install it. Aubrey asks who is currently using the space? Sandi and Charity both respond that the water board are the only group currently using the space. Malik asks some clarifying questions regarding the projected costs. Sunshine offers clarification on her budgeting process and how these figures are calculated. Aubrey would like to address the questions from Sandi during public comment and does so. Sandi will email issues to be addressed, as well as a quote for the refrigeration repair. There is further discussion around grounds upkeep for weeds and brush clearing. Scheduling as well as staff who will be responsible for this are discussed. Trustee Goodman asks when we can further address the maintenance schedule and accountability of the maintenance issues that need to be ongoing at Washington. Dr. Crawford will take this into consideration and bring this to the board at a later date. Discussion moves into the other possibilities for the campus. Dr. Crawford states It would take approx 22 students K-8 to re-open as a school. Dr. Crawford addresses the board with some choices that need to happen to make the campus net neutral to the district. They are the following: • Rentals would have to come to 2800 per month to make it net neutral • Lease the facility to cover the average annual cost of the facility • divest from the property and use the proceeds to go towards modernization for Grizzly Hill Trustee Farrell- Feels it is important to get multiple bids to make the most cost effective decision for the district. The engineering needs to take place before we can go out to bid again for the retaining wall. The engineering is scheduled to be completed next week. Trustee Goodman asks what the general consensus of the board is once engineering is complete. Trustee Farrell feels that in order to get the best deal it is important to go back out to bid once engineering is complete. Dr. Crawford- explains the CUPCAA (California Uniform Public Construction Cost Accounting Act) strategy and that the Board has already approved that as a route to hire contractors. Not using CUUPCA and going out to bid for every project may cause us to not be able to meet deadlines, as it delays the process. Trustee Goodman and Farrell both agree to go out to RFQ. Sunshine clarifies that we can go out for up to 3 bids for the wall still using CUPCCA. Dr. Crawford- Once engineering is complete we will go out for new bids. Dr. Crawford will touch base with Jordan. Sandi will talk to her husband to possibly go out for bid Charity- Asks if the district is legally obligated to spend a certain amount of bond money on Washington. The short answer is no, but the district will be	

		addressing some repairs, such as the retaining wall. Trustee Goodman would like to see a monthly maintenance report to address the maintenance needs and review what work has been completed at each of the district campuses.	
Discussion/Action	B.	Public Hearing 25/26 - <i>Dr. Crawford (see yellow backup)</i>	
		Aubrey reads the public hearing aloud and asks if there is any public comment	
Discussion/Action		1. Public Hearing regarding the Twin Ridges Elementary School District 25/26 LCAP.- <i>Dr. Crawford (see white back up)</i>	
		Dr. Crawford- reviews that LCFF budget overview first. Gives a brief overview of the process of writing the LCAP and what will be presented to the board. Dr Crawford shares a slideshow presentation that highlights the most important data from the LCAP. This includes academic achievement, facilities/infrastructure, and staffing. Some other highlights of the report include Parent participation, school events, and community engagement. Summary and next steps, include continuing the focus on ELA intervention, teacher recruitment and credentialing, and prioritizing interior surface upgrades. Aubrey asks that the Site Council be more involved going forward on their input on the LCAP as well as general reporting. Malik would like to see them reporting again.	
Discussion/Action		2. Public Hearing regarding the Twin Ridges Elementary School District 25/26 Adopted Budget.- <i>Sunshine Bender</i>	
		Aubrey wants to publicly thank Sunshine for her hard work on the budget. Sunshine gives an overview of her budgetary reporting. This includes expenditures, revenue, and governors' May Revise. Highlights different categorical funds, and some explanation of that spending. Talks about budgetary costs for our additional sites such as Little Acorns pre-school programs and Washington school. Also covers Sped costs and employment increases which are not 100% complete due to negotiations with the bargaining units not being complete. Sunshine covers specific cost amounts for operational costs of each of our campuses in her report to the board. Staff recommendation is to have a budget workshop over the summer to dive deeper into some of these numbers and discuss expenditures more precisely. Sunshine will also complete a 45 day revision in order to reflect increased salary cost once negotiations are complete. Sunshine shares that there are not any grants available at this time but she will continue to look. Brief discussion on enrollment projections and ELOP.	
Disclosure	C.	NCSOS Second Interim Fiscal Review- <i>Sunshine Bender (See Gold Backup)</i>	

		Board acknowledges letter from NCSOS	
Discussion/Action	D.	Shall the Board approve the K-2 reader screener “Multitudes”- <i>Dr. Erik Crawford (see pink backup)</i>	
		Dr. Crawford briefly explains the reader screener requirements for the district and why multitudes is our choice as a district. He had teacher input to make the choice of multitudes. Aubrey seeks approval for Multitudes as our K-2 reader screener. Trustee Goodman makes a motion, Trustee Jensen seconds the motion. Vote Carries as follows: (4/0/1/0) Trustee Farrell-YES Trustee Jensen-YES Trustee Puetz-YES Trustee Whitestone-Absent Trustee Goodman-YES	
Discussion/Action	E.	Shall the Board approve the CDW-G Quote for a Chromebook Charging Station- <i>Sunshine Bender (see Blue backup)</i>	
		Sunshine gives background information on why the charging cart is a necessity and how it will help keep the chromebooks in working condition. Aubrey seeks a motion to approve the purchase. Trustee Farrell makes a motion, Trustee Jensen seconds the motion. The vote carries as follows: ((3/0/2/0) Trustee Farrell-YES Trustee Jensen-YES Trustee Puetz-YES Trustee Whitestone-Absent Trustee Goodman-not present	
Discussion/Action	F.	Shall the Board approve addendum #4 with Durham School Services- <i>Dr. Erik Crawford (see Lavender Backup)</i>	
		Dr. Crawford gives a brief overview of the addendum and asks if there are any questions. The increase is pretty standard at approximately 2%. Trustee Farrell asks about the possibility of electric buses. Dr. Crawford shares that the consensus is for rural hilly areas it is not ready for implementation. Trustee Farrell would like the district to look into possible grants for electric buses. Would like to see an additional item “transportation” on the next agenda Aubrey seeks a motion to approve addendum #4 with Durham School Services. Trustee Jensen makes a motion, Trustee Goodman seconds the motion. The vote carries as follows: (4/0/1/0)	

		Trustee Farrell-YES Trustee Jensen-YES Trustee Puetz-YES Trustee Whitestone-Absent Trustee Goodman-YES	
<i>Discussion/Action</i>	G.	Shall the Board approve the Lozano Smith agreement for Legal Services renewal- <i>Dr. Erik Crawford (see lime green backup)</i>	
		Dr. Crawford shares this is price for price, we are happy with their service, we use their services on an “at needed” basis. Aubrey seeks a motion to approve the legal agreement renewal with Lozano Smith. Trustee Goodman makes a motion, Trustee Farrell seconds the motion. The vote carries as follows:(4/0/1/0) Trustee Farrell-YES Trustee Jensen-YES Trustee Puetz-YES Trustee Whitestone-Absent Trustee Goodman-YES	
<i>Discussion/Action</i>	H.	Shall the Board approve the 2025-2026 Consolidated Application- <i>Sunshine Bender (see orange backup)</i>	
		Sunshine explains this is the application to apply for federal funding. Trustee Goodman asks for clarification around the “protected prayer” section. Dr. Crawford gives a back story. The short answer is if a student wants to pray on campus we do not have a policy in place that stops that from happening. Trustee Goodman asks for the breakdown of federal funding Title 1- 113,585 Title 2- 10,746 Title 3- 361K Title 4-10k Title 5-9,182 Roughly 6% Aubrey seeks a motion to approve the Consolidated Application. Trustee Jensen makes a motion to approve, Trustee Farrell seconds the motion. The Vote Carries as follows: (4/0/1/0) Trustee Farrell-YES Trustee Jensen-YES Trustee Puetz-YES	

		Trustee Whitestone-Absent Trustee Goodman-YES	
<i>Discussion/Action</i>	I.	Shall the Board approve the T.R.E.S.D Instructional Continuity Plan- <i>Dr. Crawford (see purple backup)</i>	
		Dr. Crawford gives an overview of the purpose of this document. This is embedded into the safety plan in the case there is a long term closure as we saw with covid. The plan gives a systematic breakdown with phases that should be followed should there be a long time closure. Aubrey seeks a motion to approve the TRES D Instructional Continuity Plan. Trustee Goodman makes a motion, Trustee Jensen seconds the motion. The vote carries as follows:(4/0/1/0) Trustee Farrell-YES Trustee Jensen-YES Trustee Puetz-YES Trustee Whitestone-Absent Trustee Goodman-YES	
<i>Disclosure</i>	J.	Certified Playground Safety Inspection for Grizzly Hill School- <i>Dr. Crawford (see white backup)</i>	
		Sunshine explains that SIG (Schools Insurance Group) came out and did a safety inspection. We get safety credits for changes that have been made. Dome structure taken down, wood chips being replaced. We will also have an all staff PD around active supervision on the playground that will take place before the start of the school year.	
<i>Discussion/Action</i>	K.	Compost Committee Update	
		Dr. Crawford shares that we have composting bins on campus. Black soldier flies will kick off at the start of the year. Sunshine will work on building the bins in order to house them. Trustee Farrell feels we need to quantify how much we produce in waste to create a facility for the black soldier flies that matches our waste disposal needs. Dr. Crawford asks that the board let us begin the quantification at the beginning of the new school year to have a clearer picture of how much waste we produce. There is further discussion regarding the process of when and how this plan will be implemented at the beginning of the 25/26 school year. Trustee Goodman asks how the administration can communicate progress towards goals prior to meetings so that both parties are in agreement of what the potential needs are or potential outcomes. Would like suggestions of other avenues of volunteers, PTC etc. so as not to overload staff.	
<i>Discussion/Action</i>	L.	Facilities Master Plan Ongoing Project Discussions- <i>Dr. Crawford</i>	
		Dr. Crawford- Much of this is contingent on CORE coming up with their GMP(Guaranteed Maximum Price) and seeing what modernization projects can be embedded in that. The other major component is coming up with a facilities master plan. There is a possibility to hire out for creating a facilities master plan. Dr. Crawford mentions moving the preschool to the Grizzly Hill	

		Campus as a goal. Trustee Goodman asks what the cost of the preschool is for operational costs. Sunshine shares it is roughly 83K just for the operational costs, not including program needs. There is further discussion around how the funds from the bond can be spent. There is also a contingency of building the classrooms in order to imbed some of the modernization into that project. Trustee Goodman clarifies that if we did not build the classrooms we would potentially have enough money to repair all of the district's campuses. Dr. Crawford clarifies what the next steps will be with bids for siding, roofing, etc. He recommends we get the GMP from Core to see how much repair, as well as modernization can be embedded in their cost and how much the total will be. Dr. Crawford clarifies the difference between modernization and new construction. Wants to be clear that the list he referred the board to was about only modernization projects and did not include the new classroom build. Trustee Farrell's opinion is that we should complete modernization projects with the bond money and then if there was left over dollars building the new classroom that provides the matching TK/K grant money would then be a consideration. States that this is the time for the board to be clear on what their priorities are in terms of modernization vs. new construction. Aubrey states having a full board as well as having the GMP from Core are two components of this discussion that she feels are necessary to make an educated decision. Trustee Goodman- reminds the board of the agreed threshold of how much would be spent on the classrooms which has already been surpassed and feels that the modernization projects have always been a priority for all 3 campuses. Dr. Crawford explains the procedure that Core will go through to potentially put their GMP together. Trustee Goodman wants clarification on where the money to address the deferred maintenance on the Oaktree Campus as well as the Washington Campus will come from. Since Core is not going to the other campuses he would like to see the CUPPCCA bids for the other two campuses to see what the total cost for all 3 campuses would be. The Board would like CUPPCCA bids for the siding, roofing, fascia etc./ modernization before August when GMP from Core is brought to the board. They would like all of the information up front in order to make an educated guess. This is due to additional funds needing to be spent at the Oaktree and Washington campus since Core's GMP will no include those campuses and will only include the Grizzly Hill modernization projects.	
Discussion/Action	M.	Fiscal stabilization <i>Dr. Crawford</i>	
		Discussion around Oaktree. NCSOS does not want to contribute financially going forward. There will be 20 hours a week total, that includes a 6 hour per week place based specialist. There will be a community liaison position to help facilitate food pantry, clothes closet and food distribution. Dr. Crawford does not feel that with that amount of hours we have available it will be able to be run to the same capacity. The place based specialist is not currently a negotiated position.	

		Dr. Crawford hopes to give access to the food pantry as much as possible and will facilitate the monthly food distribution. The Board asks when this plan can be put into place. The job description must be voted on and ratified before this plan could take effect. Dr. Crawford will bring it to the board in a potential special meeting to approve the job description. Trustee Farrell suggests having volunteers run the food bank in the interim, the administration states volunteers are a good path to keep it open.	
	9. Future Agenda Items Discussion: Retreat topic- Board communication with administration / accountability for requested projects or progress of initiatives. Regular Meeting- August 5th • Transportation item • maintenance report (ongoing), • Evaluation of safety on Washington playground and Oaktree playground. potential special: - for Community Liaison job description -celebration for Mindi Morton		
	10. UPCOMING MEETINGS: June 13th, 2025		
	11. PUBLIC COMMENT ON CLOSED SESSION ITEMS		
	No one present for public comment		
	12. CLOSED SESSION:		
	A.	Public Employee Discipline/Dismissal/Release (Government Code § 54957)	
	B.	Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Twin Ridges Teachers Association, California School Employees Association, SJR Chapter, Non-Represented Classified; Agency Negotiator: Superintendent Dr. Erik Crawford	
	C.	Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	13. RECESS /RECONVENE - Report Out on Closed Session – Aubrey Puetz		

	A.	Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release (Government Code § 54957(b))	
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	B.	Reportable Action Taken Regarding Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Dr. Erik Crawford	
	C.	Reportable Action Taken Regarding Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3)).	
	14.	ADJOURNMENT: 8:52PM	

This agenda was posted at least 72 hours prior to the meeting at 16661 Old Mill Rd. Nevada City, CA 95959 and on the website at TRES.D.ORG

NOTICE:

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, contact the Twin Ridges Elementary School District office at 530.265-9052 ext. 201 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate your needs. {G.C. §54953.2, §54954.2(a) (1); Americans with Disabilities Act of 1990, §202 (42 U.S.C. §12132)}

6/10/2025

Aubrey Puetz, Board President

Date

06/10/2025

Dr. Erik Crawford, Superintendent/Principal

Date



TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

Phone (530) 265-9052 ♦ Fax (530) 265-3049 ♦ www.twinridgeselementary.com

BOARD OF TRUSTEES REGULAR MEETING MINUTES Friday June 13th, 2025 4:00 PM

GRIZZLY HILL SCHOOL-Room 4

	1.	CALL TO ORDER: 4:16			
	2.	ROLL CALL			
		Aubrey Puetz Jonathan Farrell Lorien Whitestone Malik Goodman Jennifer Jensen	President Clerk Member Member Member	present present Absent Absent present	
	3.	ATTENDEES: Charity , Sandi , Marisol , Dr. Crawford			
Action	4.	APPROVAL OF THE June 13TH , 2025 REGULAR AGENDA – Aubrey Puetz			
		Aubrey seeks a motion to approve the June 13th regular meeting agenda. Trustee Farrell makes a motion, Trustee Jensen seconds the motion. The vote carries as follows: (3/0/0/2) Trustee Puetz-YES Trustee Farrell-YES Trustee Whitestone-Absent Trustee Goodman-Absent Trustee Jensen-YES			
	5.	PUBLIC COMMENT The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on the agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322, Government Code 54954.3)			
		No Public Comment			

	6. REPORTS																												
Report	A.	Superintendent/Principal Report - <i>Dr. Erik Crawford</i>																											
		Dr. Crawford gives a very brief report on the last day of school, as well as training going on for our expanded learning staff. Also shared the Home visit training that our certificated staff attended, This is not a wellness check style home visit, but rather a way for the school staff to connect with our families, community and students.																											
Report	B.	Little Acorns Preschool																											
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Report	D.	Board Report - <i>Trustees</i>																											
		Aubrey- Workshop should include-discussion around evaluations for both the board as well as the superintendent.																											
	8. DISCUSSION/ACTION ITEMS																												
Discussion/Action	A.	Public Hearing 25/26 - <i>Dr. Crawford</i>																											
		Aubrey reads the final public hearing notice aloud.																											
		Charity- Comments on the Fiscal review letter from NCSOS. Comments that the topic seemed to not be addressed in the manner it should have for such a serious notice. Encourages the board to take the financials and spending of the district more seriously.																											
Discussion/Action		1. Shall the Board Approve the Twin Ridges Elementary School District 25/26 LCAP & LCFF Budget Review for Parents.- <i>Dr. Crawford</i>																											

		Dr. Crawford asks the board if there are any questions regarding the 25/26 LCAP. Aubrey speaks to the LCAP in regards to making sure that what is written in the LCAP we are able to follow through on and make sure the information is available and accurate. Also to make sure we have the site council input on the LCAP and making sure those meetings happen as it is stated they will be. Dr. Crawford states the school can do a better job of communicating with the community in regards to important district information and will work with the cabinet staff to ensure we are addressing this concern moving forward. Aubrey seeks a motion to approve the 25/26 LCAP and LCFF Budget Review. Trustee Farrell makes a motion to approve, Trustee Jensen seconds the motion. The vote carries as follows: (3/0/0/2) Trustee Puetz-YES Trustee Farrell-YES Trustee Whitstone-absent Trustee Goodman-absent Trustee Jensen-YES	
Discussion/Action		2. Shall the Board Approve the Twin Ridges Elementary School District 25/26 Adopted Budget.- <i>Dr. Crawford</i>	
		Aubrey offers some insight on her conversations with Sunshine and feels confident in the budget she is bringing to the board. Charity- Comments on the Fiscal review letter from NCSOS. Again wants to reiterate her concern with the fiscal review of the district not being further discussed in previous meetings. . Encourages the board to take the financials and spending of the district more seriously. Aubrey wants to make sure the public is aware that we do take these letters seriously and the gravity of the situation is not lost on us. The board thanks Charity for her input. Aubrey seeks a motion to approve the 25/26 TRESA Adopted Budget. Trustee Farrell makes a motion to approve, Trustee Jensen seconds the motion. The vote carries as follows: (3/0/0/2) Trustee Puetz-YES Trustee Farrell-YES Trustee Whitstone-Absent Trustee Goodman-Absent Trustee Jensen-YES	
Discussion/Action	B.	Shall the Board approve the 25/26 TRESA School Calendar- <i>Dr. Crawford</i>	
		Dr. Crawford explains the calendar ratification process to the board and highlights some of the important dates on the 25/26 calendar. The	

		calendar can be found posted on the website as well as the school office, and will be distributed at the start of the school year. Aubrey seeks a motion to approve the 25/26 academic calendar. Trustee Jensen makes a motion to approve, Trustee Farrell seconds the motion. The vote carries as follows: (3/0/0/2) Trustee Puetz-YES Trustee Farrell-YES Trustee Whitstone-Absent Trustee Goodman-Absent Trustee Jensen-YES	
Discussion/Action	C.	Consideration/Approval of the "Public Disclosure Statement" of the Costs of the Tentative Agreement for 24/25 & 25/26 Certificated Salary Schedules and the 24/25 Classified Salary Schedules-<i>Dr. Crawford</i>	
		Aubrey reads the public disclosure statement aloud. Aubrey seeks a motion to approve, Trustee Farrell makes a motion, Trustee Jensen Seconds the motion. The vote carries as follows: (3/0/0/2) Trustee Puetz-YES Trustee Farrell-YES Trustee Whitstone-Absent Trustee Goodman-Absent Trustee Jensen-YES	
Discussion/Action	D.	Shall the Board approve the ratified 24/25 Certificated Salary Schedule-<i>Dr. Crawford</i>	
		Aubrey seeks a motion to approve, Trustee Farrell seconds the motion, Trustee Jensen seconds the motion. Trustee Puetz-YES Trustee Farrell-YES Trustee Whitstone-Absent Trustee Goodman-Absent Trustee Jensen-YES	
Discussion/Action	E.	Shall the Board approve the ratified 25/26 Certificated Salary Schedule-<i>Dr. Crawford</i>	
		Dr. Crawford gives some background on the most recent negotiations meeting on why the benefit cap was increased and how the negotiated increased pay was agreed upon. Aubrey seeks a motion to approve, Trustee Jensen makes a motion to approve, Trustee Farrell seconds the motion. The vote carries as follows: (3/0/0/2)	

		Trustee Puetz-YES Trustee Farrell-YES Trustee Whitstone-Absent Trustee Goodman-Absent Trustee Jensen-YES	
Discussion/Action	F.	Shall the Board approve the ratified 24/25 Classified Salary Schedule- <i>Dr. Crawford</i>	
		Dr. Crawford gives background on the negotiation procedures and how this salary schedule was negotiated. Jonathan wants to make sure it is stated that this does not include the Admin Salary schedule. Dr. Crawford clarifies that is correct. Aubrey seeks a motion to approve. Trustee Farrell makes a motion to approve. Trustee Farrell makes a motion, Trustee Jensen seconds the motion. The vote carries as follows: (3/0/0/2) Trustee Puetz-YES Trustee Farrell-YES Trustee Whitstone-Absent Trustee Goodman-Absent Trustee Jensen-YES	
Discussion/Action	H	Board Retreat Scheduling	
		Aubrey- Would like to change verbiage to workshop, a way for new board members to get acclimated. The goal is to gain information from possible county partners including but not limited to the budget, legal practice, board protocol, policy, etc. needed to move forward as a functioning board. Procedure for evaluations will be another topic that should be included in the workshop. Black out dates- Aubrey 7/8 ,7/10-16, 7/26-end of month Aubrey, Jennifer Jonathan July 21-24, Also works for Dr. Crawford Marisol will reach out to all board members to continue scheduling efforts.	
Discussion/Action	I.	Facilities Master Plan Ongoing Project Discussions- <i>Dr. Crawford</i>	
		SSDA- Small school districts can use an ADA based fee structure, and write a facilities master plan without contracting out. Dr. Crawford offers some insight of what components have to be included in the facilities master plan. Dr. Crawford will follow up regarding Core coming to a board meeting.	
Discussion/Action	J.	Fiscal stabilization- <i>Dr. Crawford</i>	
		Dr. Crawford will spend time going through the budget line by line and see what cuts can be made. Need to have Darlene here for our board Budget	

		Workshop to have specifics on ways that TRESA can navigate our need for fiscal stabilization. Trustee Farrell wants to make sure we give Darlene a clear picture of what we need from her prior to the board workshop. Suggestion is to send questions to Admin ahead of time. Marisol will take questions ahead of time in order to best prepare for what may be asked during the workshop.	
	9.	Future Agenda Items Discussion:	
	10.	UPCOMING MEETINGS: August 5th, 2025	
	11.	PUBLIC COMMENT ON CLOSED SESSION ITEMS- 5:16pm open session over	
		No one present for public comment.	
	12.	CLOSED SESSION:	
	A.	Public Employee Discipline/Dismissal/Release (Government Code § 54957)	
	B.	Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Twin Ridges Teachers Association, California School Employees Association, SJR Chapter, Non-Represented Classified; Agency Negotiator: Superintendent Dr. Erik Crawford	
	C.	Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	13.	RECESS /RECONVENE - Report Out on Closed Session – Aubrey Puetz	
	A.	Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release (Government Code § 54957(b))	
	B.	Reportable Action Taken Regarding Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Dr. Erik Crawford	
	C.	Reportable Action Taken Regarding Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	14.	ADJOURNMENT: 6:00PM	

This agenda was posted at least 72 hours prior to the meeting at 16661 Old Mill Rd. Nevada City, CA 95959 and on the website at TRESA.ORG

NOTICE:

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, contact the Twin Ridges Elementary School District office at 530.265-9052 ext. 201 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate your needs. {G.C. §54953.2, §54954.2(a) (1); Americans with Disabilities Act of 1990, §202 (42 U.S.C. §12132)}

6/13/2025

Aubrey Puetz, Board President

Date

06/13/2025

Dr. Erik Crawford, Superintendent/Principal

Date



TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

Phone (530) 265-9052 ♦ Fax (530) 265-3049 ♦ www.twinridgeselementary.com

BOARD OF TRUSTEES **SPECIAL MEETING AGENDA** Wednesday June 25, 2025 9:00 AM Grizzly Hill School Room-4

	1.	CALL TO ORDER 9:01AM			
	2.	ROLL CALL			
		Aubrey Puetz Jonathan Farrell Jennifer Jensen Lorien Whitestone Malik Goodman	President Clerk Member Member Member	Present Present Present Present Present	
	3.	ATTENDEES: Colin, Matt, Sandi			
Action	4.	APPROVAL OF THE June 25, 2025 SPECIAL AGENDA – Aubrey Puetz			
		Aubrey Seeks approval of the June 25th Special Meeting Agenda, Trustee Goodman makes a motion to approve, Trustee Whitestone seconds the motion. The Vote Carries as follows: (5/0/0/0) Trustee Farrell-Yes Trustee Jensen-Yes Trustee Puetz-Yes Trustee Whitestone-Yes Trustee Goodman-Yes			
	5.	PUBLIC COMMENT The Board of Trustees welcomes comments from the public regarding matters on the special meeting agenda. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322, Government Code 54954.3)			
		Aubrey reads public comment verbiage outloud. NO public comment			
	6.	DISCUSSION/ACTION ITEMS			

Discussion/Action	A.	Shall the Board Approve the Community Liaison Job Description/Placement	
		Dr. Crawford gives an overview of the job description, the funding source for the position which will be out of the Community Schools Grant. He shares highlights on the duties of the position as well as when the employee may be able to start. The goal of the district is to not have a lapse in service at the FRC. There will be a message to the community regarding the future of the FRC so the public is made aware of the transition period. Aubrey has been receiving messages from community members who would like to volunteer in the case there is a lapse in service. Ideally there will be someone in place to prevent this but in the case of not being able to place someone immediately we will not lapse in service. Aubrey wants the board to be clear on the messaging that will be put out and asks for input if they have any. The Board takes a moment to read the message to the public. NCSOS will support one employee through the First Five Grant for one year, which will help prevent a lapse in services. The foodbank distribution will be the primary focus while other services such as the food pantry and clothes closet also being of importance to keep up with. Jonathan has a concern Oaktree not having a person on campus with the transition. Once the job description is approved we can post, interview and onboard. Due to time the board moves to the next items on the agenda and would like to revisit this conversation later in the meeting. Continuation: Jonathan asks what they are doing in the interim for grounds keeping while the FRC is in transition. Concerns about community members not knowing the schedule of the food pantry as well as loitering concerns. Lorien suggests a paper copy for the hours of operation for the FRC. Malik asks what is the Maintenance schedule for the future to make sure our campus's grounds are kept up with. Malik asks for clarification on when Matt can be utilized to help with grounds keeping. The board would like to see more presence on the campus while we are in the transition period. Aubrey seeks approval for the Community Liaison Job Description and Position Step Placement. Trustee Whitestone makes a motion, Trustee Goodman seconds the motion. The Vote Carries as follows: (5/0/0/0) Trustee Farrell-Yes Trustee Jensen-Yes Trustee Puetz-Yes Trustee Whitestone-Yes Trustee Goodman-Yes	
Discussion/Action	B.	Shall The Board Approve the flooring quotes from Youngs Carpet One	

		Dr. Crawford goes over the quotes and the funding source for the flooring. Explains the materials and types of flooring that will be used. Clarification that the polished concrete will be in Room 3 not 2 per the quote. He then explains the differences between the two carpet options. Jonathan asks if we have an MSDS for the carpet. Malik asks about the CUPCCAA process, he is aware that we have signed up for it but do we have any flexibility with how or when we use it? There is some discomfort not going out for multiple bids and with the process of CUPCCAA. Feels this process does not ensure the best price and does not seem transparent enough for the community prospective. Jonathan feels we don't have any other comparable bids to make sure we have the best price. Malik also questions why they have not seen the bid until now, Dr. Crawford does not have an answer. Jenny asks if it is worth it to pay a bit more for durability. Also who is doing the prep work, the answer is Mike and Matt. Jonathan would like to see the health implications of the carpet squares before moving forward. Aubrey seeks approval for polished concrete only: Trustee Jensen makes a motion to approve the polished concrete in Room 3. Trustee Whitestone seconds the motion. The Vote Carries as Follows: (5/0/0/0). Trustee Farrell-Yes Trustee Jensen-Yes Trustee Puetz-Yes Trustee Whitestone-Yes Trustee Goodman-Yes Aubrey seeks approval for rooms 4&6 carpet squares for LUCKY BREAK Trustee Jensen makes a motion, Trustee Whitestone seconds the motion. The vote carries as follows: (3/2/0/0) Lorien-Yes Aubrey-Yes Malik-NO Jenny-Yes Jonathan- NO	
Discussion/Action	c.	Shall the Board Approve the Pre-Construction Proposal from CORE	
		Dr. Crawford gives an overview of the process of how this list came about and How Core was able to incorporate modernization projects into the classroom Build. Invites Collin and Matt to speak to the board. Matt gives an overview of their process moving forward, their partnership with Aedis (Our Architectural firm) as well as how bids will happen throughout the	

process. Their process will make it possible for them to bring a GMP (Guaranteed Maximum Price) that fits the scope of work, quality of services, and the district's priorities. Matt explains the process of how they go out for bid and what they look for when interviewing potential candidates.

Malik asks for clarification on how the list addresses the issues at Oak Tree and Washington. Matt explains that if priorities change they can reach out to Core to "Pick and choose" off of our Menu. Some of the work will come down to economy of scale as well. Core is confident they can provide a level of detail and communication to the board during this process that will make these decisions more clear.

Upon approval today they will work to put a package together in the next 3 weeks.

Matt explains how he goes about picking the bids. Core will be acting as our liaison for bids and bring recommendations to the board. Jonathan asks what happens if the board does not agree with the recommendation. Matt answers that it could be a liability to the district. Jonathan also asks if they are watching the overall budget? Yes, if our budget is beginning to be exceeded the board will have the opportunity to remove priorities. The board will receive communication throughout the process of bids and proposals. They do their best to mitigate change orders. Matt goes through Core's job function through pre-construction services.

Malik asks who is responsible for permitting, Matt answers that it is done through Aedis and DSA (Division of the State Architect). Malik asks who is liable for this entire project. Core would be liable.

Malik questions the price- Core has already put in hours of work and pre-work for the project. They will not make money on pre-construction services. They want to earn the trust of the board and feel the price is fair for the amount of work.

Jonathan asks if we can eliminate items without it causing a change in the GMP. Asks if we decide to not go forward with the classrooms do we still have the ability to bid out the other modernization items.

Matt- we may have efficiency and economy of scale/scope of work that would go hand in hand with the class the classroom build, therefore eliminating that could change the economy of scale pricing and therefore change the overall cost.

Malik asks if it is possible to reach out to AEDIS for additional plans and DSA process for Bathrooms and ADA compliance at Oaktree and Washington.

Core could potentially bid that out as a separate project. If we need to wait for the DSA approval process.

Retaining wall ADA compliance at Washington to be addressed, make sure both retaining walls are addressed. The board would also like to add ADA compliance on all campuses for the bathrooms. Core will be able to add these services at a later date at no additional cost to the district.

AUBREY would like to seek a motion to approve the pre-construction proposal from Core. Trustee Whitestone makes a motion, Trustee Farrell seconds the

		Motion. The Vote carries as follows: (5/0/0/0) Trustee Farrell-Yes Trustee Jensen-Yes Trustee Puetz-Yes Trustee Whitestone-Yes Trustee Goodman-Yes	
	7.	FUTURE AGENDA ITEMS DISCUSSION	
		Workshop dates, July 23rd 9am- Fiscal Stabilization, Board Protocol on Evaluations, Board internal communications, Community Updates and Transparency	
	8.	UPCOMING MEETINGS: August 5 ,2025	
	9.	ADJOURNMENT: 11:45 AM	

This agenda was posted at least 24 hours prior to the “special” meeting at 16661 Old Mill Rd. Nevada City, CA 95959 and on the website at TRES.D.ORG

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■

6/25/2025

Aubrey Puetz, Board President

Date

6/25/2025

Dr. Erik Crawford, Superintendent/Principal

Date



Twin Ridges Elementary School District

SUBJECT: PERSONNEL ASSIGNMENT ORDER NO. 2526-01

The following action is recommended by the Superintendent:

NEW HIRE

Name: Karina Williams
Position: Paraprofessional
Terms: .5 FTE
Salary Placement: A4
Effective: 7/30/2025
Site: Grizzly Hill School / Oak Tree

Name: Racheal Umpress
Position: ELOP
Terms: Hourly
Salary Placement: \$30 an hour
Effective: 6/01/2025
Site: Grizzly Hill School

Name: Raya Searls
Position: ELOP
Terms: Hourly
Salary Placement: \$30 an hour
Effective: 6/01/2025
Site: Grizzly Hill School

Name: Zoey Step
Position: ELOP
Terms: Hourly
Salary Placement: \$30 an hour
Effective: 6/01/2025
Site: Grizzly Hill School

Stipends

Name: Cori Hobbs
Term: Mentor teacher for Induction Program (Sam Hinrichs)
Amount: \$1,800.00

Name: Cori Hobbs
Term: Mentor teacher for Intern Program (Emily Matteri)
Amount: \$1,500.00

Twin Ridges Elementary School District
202/42025 Williams Uniform Complaint Summary
(Prepared in accordance with the provisions of Ed. Code 35186{d}.)

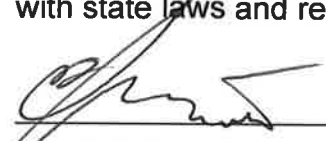
Quarter Four: April 1, 2025 – June 30, 2025

Number of Complaints:

Nature of Complaints:

Resolution of Complaints:

I hereby certify that, to the best of my knowledge and belief, this report is true and correct, and that all data has been compiled with the reported in accordance with state laws and regulations.



Dr. Erik Crawford Superintendent/Principal

7/30/2025
Date



Quote Number: 10004926
Created Date: 06/17/2025
Expiration Date: 06/24/2025

Twin Ridges Elementary School District - Renewal

Prepared For:

Customer: Twin Ridges Elementary School District
Primary Contact: Sunshine Bender
Email: sbender@tresd.org

Billing Address: 16661 Old Mill Rd. Nevada City, CA 95959
Shipping Address: 16661 Old Mill Rd. Nevada City, CA 95959
Shipping Method: Ground

Prepared By:

Summit 17 Solutions
1915 NW 27th Ave.
Portland, OR 97210

Marc Tonkel
marc.tonkel@summit17solutions.com
(408) 348-3792

Renewal Options

1 Year Option

Brand	Model	Description	List Price	Discount (%)	Unit Price	Qty	Total Price
Verkada	LIC-CAM-1Y-RNW	1-Year Camera License, Renewal	\$199.00	15%	\$169.55	25	\$4,238.70
Verkada	LIC-SV-1Y-RNW	1-Year Sensor License, Renewal	\$249.00	15%	\$212.15	5	\$1,060.74
Total Renewal							\$5,299.44

3 Year Option

Brand	Model	Description	List Price	Discount (%)	Unit Price	Qty	Total Price
Verkada	LIC-CAM-3Y-RNW	3-Year Camera License, Renewal	\$549.00	18%	\$451.28	25	\$11,281.95
Verkada	LIC-SV-3Y-RNW	3-Year Sensor License, Renewal	\$599.00	18%	\$492.38	5	\$2,461.89
Total Renewal							\$13,743.84

5 Year Option

Brand	Model	Description	List Price	Discount (%)	Unit Price	Qty	Total Price
Verkada	LIC-CAM-5Y-RNW	5-Year Camera License, Renewal	\$899.00	20%	\$722.80	25	\$18,069.90
Verkada	LIC-SV-5Y-RNW	5-Year Sensor License, Renewal	\$999.00	20%	\$803.20	5	\$4,015.98
Total Renewal							\$22,085.88

10 Year Option

Brand	Model	Description	List Price	Discount (%)	Unit Price	Qty	Total Price
Verkada	LIC-CAM-10Y-RNW	10-Year Camera License, Renewal	\$1,799.00	23%	\$1,392.43	25	\$34,810.65
Verkada	LIC-SV-10Y-RNW	10-Year Sensor License, Renewal	\$1,999.00	23%	\$1,547.23	5	\$7,736.13
Total Renewal							\$42,546.78

Terms

1. Invoices issued upon the customer receiving their product.
2. Due on receipt of invoice.
3. Sales Tax is not included unless otherwise stated.
4. Shipping and handling subject to change based on shipping rates at time of order.
5. For simplicity, the discount is rounded to the nearest percentage.
6. Installation is not included in this estimate.

Accepted By

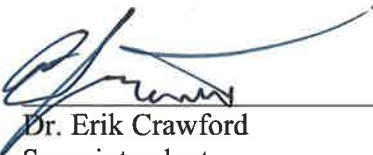
Accepted Date

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS SAN JUAN RIDGE
CHAPTER #744 (together, "CSEA")
AND THE
TWIN RIDGES ELEMENTARY SCHOOL DISTRICT ("District")**

This Memorandum of Understanding ("Agreement") is made and entered into by and between the California School Employees Association and its San Juan Ridge Chapter #744 (together "CSEA") and the Twin Ridges Elementary School District ("District"), (together "Parties"), regarding CSEA's parity clause with other bargaining unit groups in the District for 2024-2025 successor negotiations.

1. The Parties agree that an additional 0.50% increase will be applied to all cells of the classified salary schedule, effective July 1, 2024. The updated salary schedule is attached as Appendix A.
2. The Parties agree to increase the amount the District contributes for health and welfare benefits from \$11,000 to \$11,500 annually. The Parties agree to language changes to Article XII Benefits of the collective bargaining agreement as attached as Appendix B.

This Agreement is subject to ratification by both parties.



Date: 7/21/2025

Dr. Erik Crawford
Superintendent
Twin Ridges Elementary School District



Date: 7-30-25

Judy Stead
Chapter President
San Juan Ridge #744



Date: 7-30-25

Kim Howell
Labor Relations Representative
California School Employees Association

Twin Ridges Elementary School District
Classified CSEA Salary Schedule
7/1/2024 - 6/30/2025

Classification/Step	1	2	3	4	5	6	7	8	9	10	11	12	15	18
Cook														
Custodian														
Kitchen Aide														
Lunch Aide														
Maintenance I														
Office Assistant														
Paraprofessional														
School Secretary														
Teacher Aide	16.50	17.03	17.88	18.78	19.72	20.70	21.74	22.82	23.97	25.16	26.42	27.74	28.58	29.43
Maintenance II														
Special Education Aide	17.05	17.90	18.80	19.74	20.73	21.76	22.85	23.99	25.19	26.45	27.78	29.16	30.04	30.94
District Secretary	17.60	18.48	19.40	20.37	21.39	22.46	23.59	24.77	26.00	27.30	28.67	30.10	31.01	31.94
Parent Liaison														
Community Liaison														
Kitchen Manager	18.69	19.62	20.60	21.63	22.71	23.85	25.04	26.29	27.61	28.99	30.44	31.96	32.92	33.91
Registered Behavior Technician	20.29	21.30	22.37	23.49	24.66	25.90	27.19	28.55	29.98	31.48	33.05	34.70	35.74	36.82
Maintenance III	21.21	22.27	23.39	24.56	25.79	27.07	28.43	29.85	31.34	32.91	34.55	36.28	37.37	38.49
Superintendent Secretary	23.78	24.97	26.22	27.53	28.91	30.35	31.87	33.46	35.14	36.89	38.74	40.67	41.89	43.15

5.00% Increase between Steps 1 through 12, 3.00% for 15 and 18

*Classification A 3.16% between step 1 & 2

Annual Stipends:

AA Degree

Bachelors Degree

Credential

One-Time Off Schedule Longevity Payments After Completion of Years Prorated by FTE:

Four (4)

Eight (8)

Twelfth (12) & Sixteenth (16)

Twentieth (20)

Twenty-Fourth (24)

Annual Health and Welfare Benefit Contribution

Board Approved 2/13/2024 for 6.5% Raise to all Classification
Board Approved 6/13/2025 for 1 % Raise to all Classification

APPENDIX B

ARTICLE XII – BENEFITS

1. Health Insurance

- a. Effective July 1, 2022, the District shall contribute the sum of ~~Eleven Thousand Dollars (\$11,000)~~ **Eleven Thousand Five Hundred Dollars (\$11,500)** annually for medical, dental, vision, life insurance coverage for full-time classified employees. The plan shall be determined through negotiation.

12.1.b through the remainder of article *status quo*

**Memorandum of Understanding
Between the
Nevada County Superintendent of Schools
and
Twin Ridges Elementary School District**

This Memorandum of Understanding (MOU) is entered into between the Nevada County Superintendent of Schools (County) and the Twin Ridges Elementary School District (District) for the term of July 1, 2025, through June 30, 2026, for School Nurse services.

Background:

The District is in need of specialized services provided by a School Nurse. The County employs a School Nurse that can provide needed services to the District.

Scope of Work:

The District will utilize the services of NCSOS employee, Jennie Mason as a School Nurse for 12.5 days in the 25-26 fiscal year. The District will reimburse NCSOS all actual related costs incurred for this assignment including salary, benefits, mileage and other expenses directly related to services provided that are necessary for the nurse to perform the duties. NCSOS will submit invoices during the year to request reimbursement from the District. The total amount of this agreement will not exceed \$10,420.

Superintendent: Scott W. Lay
Nevada County Superintendent of Schools
380 Crown Point Circle
Grass Valley, CA 95945
Phone: (530) 478-6400

Date: _____

Superintendent: Erik Crawford
Twin Ridges Elementary School District
16661 Old Mill Road
Nevada City, CA 95959
Phone: (530) 265-9052

Date: 7/30/2025

Signatory Page



Christine McCormick



Darlene Waddle



Lisa LaHue

PRE-CONSTRUCTION SERVICES AGREEMENT

This Contractor Pre-Construction Services Agreement ("Agreement") is made and entered into effective June 25th, 2025, by and between the Twin Ridges School District, a California school district organized and operating under the laws of the State of California (hereinafter "District") and CORE West, Inc. a licensed California building contractor (hereinafter "Contractor") in relation to the Two TK Classrooms, Facility Repairs and Modernizations ("Project").

RECITALS

WHEREAS, District conducted a best value selection process through a competitive request for sealed proposals to select a contractor to provide both pre-construction services and lease-leaseback construction services pursuant to and in accordance with Education Code section 17406, which resulted in the selection of Contractor as the successful respondent.

WHEREAS, Contractor and District desire to enter into a lease-leaseback arrangement for construction of the Project pursuant to Education Code section 17406, which arrangement will be documented by a Lease and Sublease with attachments, including, but not limited to, a Construction Services Agreement (collectively, "Lease-Leaseback Agreements").

WHEREAS, Education Code section 17402 states that the District must have adopted the plans and specifications for the Project after approval of those documents by the Division of the State Architect ("DSA"), which must occur prior to entering into the Lease-Leaseback Agreements.

WHEREAS, Contractor desires to provide consulting services to the District with respect to reviewing the plans and specifications to identify and call out all deficiencies, incongruities and inconsistencies that may affect constructability of the Project including, but not limited to, design and specification omissions, incomplete and/or inconsistent plans, details and specifications, and any lack of coordination, together with all other appropriate, necessary and/or required services in accordance with the applicable standard of care, excluding only responsibility for the professional negligence of any licensed engineer or architect in the preparation of the plans and specifications ("Services" or "Pre-Construction Services") to facilitate, and in preparation for, the successful development and construction of the Project.

WHEREAS, this is not an agreement for design-build services.

WHEREAS, Contractor represents that it has the knowledge and experience necessary to perform the Services set forth in this Agreement.

WHEREAS, the parties acknowledge that the Contractor and District anticipate negotiating and entering into Lease-Leaseback Documents which utilize a guaranteed maximum

sum for complete construction of the Project, which guaranteed maximum sum will include the fee provided herein, and the parties also acknowledge that the District may opt not to enter into Lease-Leaseback Agreements or otherwise proceed with the Project with or without Contractor, for any reason or no reasons, in District's sole and absolute discretion.

NOW, THEREFORE, the parties agree as follows:

ARTICLE 1 **DEFINITIONS**

1.1 **DEFINITIONS**. As used in this Agreement, the following terms shall have the meanings specified herein unless the context requires otherwise.

"Architect" shall mean the Architect of Record for the design of the Project, currently Aedis Architects, or any successor architect of record approved and appointed by the Board for the design of the Project.

"Board" shall mean the Board of Education of the Twin Ridges Elementary School District.

"Construction Budget" shall mean the amount of money that the District has allocated for all construction.

"Construction Cost" shall mean the cost to perform all Work pursuant to the Construction Documents.

"Consultant(s)" includes an architect, engineer, planner, landscape architect, inspector or other professional/advisor with whom the District contracts with directly or indirectly to perform Project-related services.

"Construction Documents" shall mean those documents which are required for the actual construction of the Project as accepted and approved by DSA and the District's Governing Board, including not limited to the complete final working drawings and specifications setting forth in detail the work to be done and the materials, workmanship, finishes and equipment required, as well as all related correspondence providing additional direction as to the design intent, including RFIs, reviewed submittals, CCDs, change orders, etc.

"Contractor" shall mean the licensed Contractor performing the professional services under this Agreement, as authorized by Government Code sections Government Code 4525, 4526, 4529.5.

"Day" shall mean a calendar day unless otherwise specifically designated.

"District Representative" shall mean Dr. Erik Crawford, Superintendent, or his designee, and any successor appointed by District.

“DSA Laws and Regulations” shall mean, in connection with each construction phase, the laws and regulations relating to the jurisdiction and authority of the Division of the State Architect in effect at the time construction is approved and the applicable permits, if any, are obtained, including, without limitation, the Field Act, Education Code sections 17280 et seq., and the California Disabled Access Law, Government Code sections 4450, et seq., along with all related laws, regulations rules and policies.

“Educational Specifications” shall mean the District’s approved educational specifications for school facility construction and incorporated herein by this reference and approved by the Board.

“General Conditions” shall mean the agreed upon overhead, temporary utilities, trailers, equipment and other on Site and off Site costs borne by the Contractor during Construction Phase of the Project.

“GMP” shall mean the Guaranteed Maximum Price” as that term is defined by State law for purposes of the Lease Leaseback delivery method of public school construction.

“Master Project Schedule” shall mean the Project schedule and any Master Project Schedule presented to, and approved by, the Board at a later date.

“Project” shall mean the pre-construction and construction of the facilities that will comprise New School Administration Building.

“Project Budget” shall mean the budget for the Project, prepared and revised by the Program Manager and the Contractor and approved by District during the pre-construction phase and approved by the Board.

“Program Manager” shall mean Robert Rudd, Architect of Aedis Architects, the District Board of Education’s approved Program Manager, and any successor appointed by the District, if any.

“Reimbursable Expenses” shall mean any item of expense approved by the District as a reimbursable expense in connection with this Agreement and as detailed in Exhibit B.

“Site” shall mean the 16661 Old Mill Road, Nevada City CA, 95959.

“Work” shall mean all the construction, work, labor, materials, machinery, equipment, tools, supplies, services and other items that the Contractor is to perform or provide in connection with the Project pursuant to the Construction Documents.

ARTICLE 2

BASIC SERVICES AND RESPONSIBILITIES

Contractor represents to the District that: (i) it has previously acted as a Contractor; (ii) it has the necessary license(s) required by law for the Services set forth in this Agreement, (License No. 1092404); and (iii) it has expertise and experience in constructability reviews, cost

estimating, value engineering, construction supervision, bid preparation, evaluation of construction projects, project scheduling, cost benefit analysis, claims review and negotiation, and general management and administration of construction projects.

Contractor covenants to provide its best skill and judgment in furthering the interests of the District in the performance of its obligations under this Agreement. Contractor agrees to furnish efficient business administration and management services and to perform in an expeditious and economical manner consistent with the interests of the District. Contractor shall provide all services with respect to the Project as set forth in this Agreement and the attached exhibits (the "Services").

It is understood and agreed that time is of the essence in connection with the funding plan and the design and construction of the Project and Contractor agrees to use its best efforts to ensure that the Project is submitted to DSA for approval by no later than March 13th 2025.

Unless directed otherwise by the District, the District's Representative, and/or the Program Manager, the Contractor shall direct all communication, correspondence, and other interactions with the District through the Program Manager, including communication with the District's personnel, the Architect, the District's Consultants, and any other agencies, organizations, or outside entities.

21 BASIC SERVICES. The Basic Services shall include Project design review and evaluation, planning for construction mobilization and supervision, Construction Cost estimating and analysis, Project scheduling, and cost-benefit analysis, including, but not limited to, the tasks identified below.

2.1.1 Contractor shall communicate and coordinate with the District and the Architect to ascertain the requirements of the Project and shall arrive at a mutual understanding of such requirements with the District.

2.1.2 Contractor shall provide a preliminary evaluation of the District's schedule and Construction Budget, each in terms of the other.

2.1.3 The Architect's agreement with the District may include numerous phases of services described in such agreement. During the Architect's services, Contractor shall coordinate with the Architect as necessary to deliver the Services and support the schematic design, design development, construction documents, DSA submittal development and approval, and development of proposed guaranteed maximum price ("GMP").

2.1.4 Contractor shall perform the Pre-Construction Services as defined in the Recitals and further detailed in this Article 2 in accordance with the applicable standard of care for a licensed contractor, excluding only responsibility for the professional negligence of any licensed engineer or architect in the preparation of the plans and specifications:

(1) Perform an ongoing review of the Architect's programming plan including the size of space, proposed finishes, ceiling heights, building height, exterior finishes, circulation

spaces, any necessary ancillary spaces, and any anticipated site work. Contractor shall submit to the Program Manager, at each document review phase, an analysis of the Architect's program in comparison to the District's approved Educational Specifications, including quantified cost and time impacts associated with each variance;

(2) Perform an ongoing analyses and review of the Construction Documents during their development and advise and make recommendations on proposed Site use and improvements, facility improvements, selection of materials, building systems and equipment, constructability reviews, value engineering and related quality assurance/quality control consulting, scheduling, and methods of Project delivery.

(3) Contractor shall advise and provide recommendations on relative feasibility of construction methods, availability of materials and labor, time requirements for procurement, installation and construction, and factors related to Construction Cost and scheduling including, but not limited to, costs of alternative designs or materials, preliminary budgets, and possible economies;

(4) Regularly revise and update a Project Scope of Work document in coordination with the Architect to:

(i) Identify, quantify, and delineate the trade-specific scopes of work, how they are separate from each other, and where coordination is required to deliver a complete system for all components of the Project Scope of Work;

(ii) Identify potential scope gaps, or scope overlaps between trades and present such findings to the Architect and the Program Manager in a timely manner for review and consideration;

(iii) Identify long lead procurement items and approval activities required for each trade's scope of work;

(iv) Identify submittal requirements, agency approvals, permit requirements, licensing requirements, and any other necessary items that are required for timely completion of each trade's scope of work; and

(v) Ensure that all Construction Documents submitted to DSA shall be constructible by a competent general building contractor duly licensed by the State of California, without need for any Requests for Information, Supplemental Instructions, Change Orders or similar inquiries or changes in order to complete construction of the full Scope of Work within a Construction Cost, including all contingencies and allowances, not to exceed 90% of the Construction Budget and to form the basis of the Guaranteed Maximum Price for the Project.

(5) Coordinate actively with the Architect to provide trade coordination input into the design process to ensure that all Construction Documents are fully coordinated and that all clashes and inconsistencies are identified and remedied through, or to the equivalent extent of Building Information Management clash detection analysis;

(6) Perform ongoing and accurate Construction Cost estimating to confirm

that cost to perform the Work does not exceed the Construction Budget, including regular reconciliation reports between Architect's and Contractor's cost estimates, including square foot pricing at schematics, detailed line item quantities and costs at conceptual design, and regular cost estimate updates at design development, construction documents, DSA submittal, and further phases as needed;

(7) Prepare an ongoing and accurate, and periodically update, Master Project Schedule for the Architect's review and the District's acceptance showing major construction milestones including but not limited to: start of construction, mobilization, demolition, abatement, site work, foundations, structure, mechanical/electrical/plumbing/fire sprinkler (MEPF) systems, building envelope, exterior finishes, interior finishes, landscaping/hardscaping, and Project completion. The Master Project Schedule must include the following information: detailed work activities properly sequenced for trade coordination planning as needed to ensure that the Project can be completed within the allotted construction schedule, long lead items are identified, curing times are identified, procurement schedule requirements are defined, submittal schedule requirements are defined, and other timeline and schedule planning as necessary to ensure that the Project can be constructed within the allotted timeframe. Contractor coordinate and collaborate with the Architect as necessary to prepare, and shall prepare accordingly the portion of the preliminary Project schedule relating to the performance of the Architect's services in accordance with the Architect's agreement(s) with the District. In the Master Project Schedule, Contractor shall coordinate and integrate Contractor's Services, the Architect's services, the construction of the Project, the District's responsibilities, inspection requirements, document review periods, and all other activities required for Project completion, highlighting critical and long-lead-time items;

(8) Develop a list of recommended contingencies, allowances, and estimated escalation;

(9) Develop proposed General Conditions and all proposed markups including but not limited to: fee, insurance, and bonding. Develop Site logistics and safety plan showing laydown areas, construction traffic flow and construction personnel parking;

(10) Develop a list of potential subcontractors and confirm subcontractors that must be prequalified under Public Contract Code section 20111.6 are prequalified;

(11) Develop proposed GMP with full detail and notes, all contingencies and allowances, and any approved alternates and associated pricing; and

(12) Confirm the Construction Documents comply with applicable DSA Laws and Regulations.

2.1.5 Further, Contractor shall provide ongoing advice to the District and the Architect in a team effort to assure that the Project is delivered on time and on budget. To provide such ongoing support and consulting, the Contractor shall:

(1) Participate in Project progress meetings, as scheduled by the Program Manager, with Architect and Program Manager to provide ongoing updates of status of items set

forth in 2.1.4 above, and to discuss any and all issues that arise that may affect the Project;

(2) Prepare a monthly progress report and provide weekly updates as needed to include, but not be limited to, the following information:

- (i) Status of all required deliverables in progress, and required within 4 weeks of date of report;
- (ii) Design intent and scope questions;
- (iii) Programming status;
- (iv) Coordination reviews;
- (v) Regulatory and agency review updates;
- (vi) Progress on any required studies and deliverables;
- (vii) Contract administration;
- (viii) Budget and value engineering; and
- (ix) Schedule status;

(3) Provide support to the Program Manager as requested and or required to provide accurate and complete monthly updates to the Board and the Citizen's Bond Oversight Committee, including, but not limited to: (i) attending meetings with Program Manager, (ii) preparing reports and presentations to demonstrate Project progress, (iii) coordinating with Architect and Consultants to ensure complete and accurate information is provided at all times to the Board and Citizens' Bond Oversight Committee.

2.1.6 Following the District's approval of each phase of the development of Construction Documents, Contractor shall update and submit the latest estimate of the Construction Cost and the Master Project Schedule, and all other phase deliverables.

22 ADDITIONAL SERVICES

Services in addition to those set forth in this Agreement will require written request or pre-authorization in writing by the District following specific approval of such services by the Board. It is understood and agreed that Contractor shall not perform any services in addition to those set forth in this Agreement unless and until Contractor receives specific written approval for such additional services from the Board. It is understood and agreed that if Contractor performs services in addition to those set forth in this Agreement without receiving prior written approval from the Board, Contractor shall not be paid for such services.

23 TIME

2.3.1 Contractor shall perform the Services set forth in this Agreement as

expeditiously as is consistent with reasonable skill and care and the orderly progress of the Project. Time is of the essence in connection with the Project and with all of Contractor's Services.

2.3.2 Contractor shall be entitled to an extension of time for the time of completion for delay which may arise due to an act of God, such as an earthquake, flood or fire, or an act of a public enemy or act of war, if such act results in delays on any approvals necessary for completion of the Project, but Contractor shall have no claim for any other compensation for such delay.

2.3.3 Should the schedule for the construction of the Project be extended due to an added scope of work as directed by the District and approved by the Board or an extension of the schedule related to governmental agency approvals necessary for completion of the Project, the time for performance under this Agreement shall be extended and Contractor may be compensated for this extension as mutually agreed by the parties.

ARTICLE 3

THE DISTRICT'S RESPONSIBILITIES

3.1 The District shall provide all information actually known to District, without obligation or duty to undertake any investigation, research, inspection, inquiry, regarding the requirements of the Project including the District's objectives, constraints and criteria.

3.2 The District shall designate a District Representative to act on the District's behalf with respect to the Project. The District, or the District Representative, if authorized, shall render decisions promptly to avoid unreasonable delay in the progress of Contractor's Services.

3.3 The District shall furnish tests, inspections and reports as required by law or the Construction Documents.

3.4 If the District observes or otherwise becomes aware of any fault or defect in the Project, or nonconformance with the Construction Documents, prompt notice thereof shall be given by the District to Contractor. District has no obligation or duty to undertake any investigation, research, inspection, inquiry or other steps to discover any fault or defect in the Project, or nonconformance with the Construction Documents, but only the obligation to inform Contractor of any specific fault, defect or non-conformance of which the District actually becomes aware.

3.5 The District reserves all rights regarding the Project and any development, progress or Work thereon, including the right to cease any or all Work on or related to the Project, the right to perform Work related to the Project with the District's own forces and/or whether to award any contracts to any person or entity in connection with the Project. Contractor understands and acknowledges that this Agreement contains no promise to enter into or negotiate any further agreement, Work or engagement with or for District by and between the District and Contractor.

3.6 The District shall retain the Architect whose services, duties and responsibilities are described in the agreement between the District and the Architect. The District-Architect agreement shall be furnished to Contractor upon request.

ARTICLE 4

CONSTRUCTION COST

4.1 Construction Cost shall not include the compensation of Contractor for the Services performed under this Agreement, nor all services of the Architect and Consultant, the cost of land, rights-of-way and other costs that are the responsibility of the District.

4.2 Contractor shall consult with the Architect and the District to suggest reasonable adjustments in the scope of the Project, and to suggest revisions in the Construction Documents to adjust the Construction Costs so that it does not exceed the allowable Construction Budget indicated in the attached Exhibit "A".

4.3 Contractor shall provide for the District's review and acceptance, a monthly report showing the status of the Project. With the District's assistance, and in accordance with District procedures, Contractor shall provide all construction related Board agenda items. Examples: change orders, notices to proceed, notice of completion, use of contingencies and allowances, etc.

ARTICLE 5

BASIS OF COMPENSATION AND PAYMENT

5.1 COMPENSATION AMOUNT. The Contractor shall perform the Services as set forth in this Agreement for a fee not to exceed Ten Thousand Seven Hundred Sixty-Five and no/100's \$10,765.00 (the "Pre-construction Services Fee") which shall otherwise be invoiced and paid in accordance with this Article. In any event that Contractor invoices the Pre-construction Services Fee prior to completion of all Services required of Contractor herein, Contractor shall continue to perform all Services required herein through completion for the Pre-construction Services Fee received as good and sufficient consideration of all Services required of Contractor herein.

Reimbursable expenses, other than Approved Charges, as designated in Exhibit "B," are included in the Pre-construction Services Fee. Approved Charges, as designated in Exhibit "B," shall be reimbursed by the District as described in this Article 5.

5.2 METHOD OF PAYMENT. Contractor shall submit for the District's approval a proposed Schedule of Values ("SOV") within 14 Days of receipt of executed Agreement, indicating the Contractor's distribution of the Pre-construction Services Fee among the various Services for use in determining the billable amounts to be invoiced by the Contractor to the District. The District approval of the SOV shall not be unreasonably withheld.

Contractor shall allocate in the SOV a minimum of 5% of Pre-construction Services Fee

to the DSA approval of the Project, and 5% of the Pre-construction Services Fee to the completion of Construction Documents review/preparation of the proposed GMP.

53 INVOICING FOR SERVICES. Following completion of the Services applicable to each phase set forth in the SOV, or agreement by the District to consider an interim invoice, Contractor shall submit an invoice in form and substance satisfactory to the District in an amount not to exceed the amount specified as the portion of the Pre-construction Services Fee to be paid for that phase set forth in the SOV for the Services identified in the invoice.

Contractor shall identify all Reimbursable Expenses or charges included in the invoice or request for payment as separate from Pre-construction Services Fee line items, and provide a cumulative total of Reimbursable Expenses billed to date, current reimbursable amount billed, and remaining amount for Reimbursable Expenses as provided for in this Agreement. All Reimbursable Expenses shall be identified using the categories agreed upon by the parties. Requests for Reimbursable Expenses shall be limited to the categories of charges listed in Exhibit "B", and any other categories of charges agreed to at a later date by the Board, and must be within the total amount allowable per this Agreement. A request for reimbursement of a reimbursable direct charge (General Conditions) is limited to the categories of Approved Charges listed in Exhibit "B", and any other categories of charges agreed to at a later date by the Board.

Each invoice or request for payment shall also be accompanied by a certificate from Contractor to the effect that invoice or request for payment is a true and accurate reflection of the Services performed by Contractor and that the items for which compensation is requested have not been previously paid for or denied compensation by the District.

54 TIMING OF PAYMENT. District shall pay Contractor for all undisputed amounts, which are approved by the District pursuant to this Agreement no later than thirty (30) calendar days from the date of receipt by the District of an approved invoice from Contractor.

ARTICLE 6

TERMINATION, ABANDONMENT OR SUSPENSION OF WORK

6.1 TERMINATION OF PRE-CONSTRUCTION SERVICES

6.1.1 The District may terminate all or any portion of this Agreement or the Services for cause in the event Contractor fails to promptly and efficiently perform the Services or otherwise fails to comply with the terms of this Agreement. The termination shall be effective if Contractor fails to fully cure such default within ten (10) Days following issuance of written notice thereof by the District. The District in its sole discretion may allow the Contractor more than ten (10) Days to fully cure such default. In the event of termination due to a breach of this Agreement by Contractor, the compensation due Contractor upon termination shall be reduced by the amount of damages sustained by the District due to such breach.

In the event a termination for cause is determined to have been made wrongfully

or without cause, then the termination shall be treated as a termination for convenience in accordance with Article 6.1.2 below, and Contractor shall have no greater rights than it would have had if a termination for convenience had been effected in the first instance. No other loss, cost, damage, expense or liability may be claimed, requested or recovered by Contractor.

6.1.2 District shall also have the right in its absolute discretion, without cause, to terminate this Agreement in the event the District is not satisfied with the working relationship with Contractor following ten (10) Days prior written notice from District to Contractor. In the event that District chooses to terminate this Agreement for convenience, without cause, Contractor shall be compensated for all approved Services performed and all Approved Charges incurred pursuant to this Agreement supported by documentary evidence, including payroll records, and expense reports up until the date of the termination for convenience plus any sums due the Contractor for approved extra services. In addition to the compensation described above, the Contractor will receive a payment equal the payment of: (1) 3% of the Pre-construction Services Fee incurred to date if less than 50% of the Pre-construction Services Fee has been paid; or (2) 3% of the remaining Pre-construction Services Fee if more than 50% of the Pre-construction Services Fee has been paid. This payment is agreed to compensate Contractor for any damages resulting from early termination and is consideration for entry into this termination for convenience clause.

6.2 CONTINUANCE OF WORK

In the event of a dispute between the parties as to performance of the Services by Contractor or the interpretation of this Agreement, or payment or nonpayment for Services performed or not performed, the parties shall attempt to resolve the dispute. The District and Contractor agree to seek, in good faith, a timely and equitable resolution of a dispute. All efforts will be made by both the District and Contractor to avoid any legal proceedings arising from a dispute.

However, pending resolution of a dispute, Contractor agrees to continue the Services diligently to completion and the District agrees to continue paying Contractor all undisputed compensation in accordance with Article 5. If the dispute is not resolved, Contractor agrees it shall neither terminate the Agreement nor stop the progress of its Services, but Contractor's sole remedy shall be to submit such controversy to determination by a court having competent jurisdiction of the dispute.

6.3 ABANDONMENT OF THE PROJECT

The District has the absolute discretion to suspend or abandon all or any portion of the Work on the Project and may do so upon fourteen (14) Days' written notice to Contractor. Upon notice of suspension or abandonment, Contractor shall immediately discontinue any further action on the Project or the abandoned portion of the Project, as applicable. If the entire Work to be performed on the Project is abandoned, the parties shall each be relieved of the remaining executory obligation of the Agreement, as it relates to the Project, but shall not be relieved of any obligations arising prior to said abandonment.

6.4 COMPENSATION IN THE EVENT OF TERMINATION, ABANDONMENT OR SUSPENSION

In the event the District terminates this Agreement for cause, abandons or suspends the Work on the Project, there shall be due and payable within thirty (30) Days following such termination, abandonment or suspension a sum of money sufficient to increase the total amount paid to Contractor to an amount which bears the same proportion to the Pre-construction Services Fee as the amount of Services performed or provided by Contractor prior to the time of such termination, suspension or abandonment of this Agreement bears to the entire Services Contractor is required to perform pursuant to this Agreement.

6.5 DELIVERY/OWNERSHIP OF DOCUMENTS

Upon termination, abandonment or suspension, Contractor shall deliver to the District all documents and materials related to the Project. It is agreed that the District is the sole owner of all documents, schedules and materials concerning the Project.

ARTICLE 7 **INDEMNIFICATION**

7.1 To the fullest extent permitted by law, Contractor shall indemnify, defend and save and hold the District, its Board, officers, employees, agents and authorized volunteers (the "Indemnitees") harmless from any and all liability arising out of:

7.1.1 Any and all claims under workers' compensation acts and other employee benefit acts with respect to Contractor's employees arising out of Contractor's performance of Services under this Agreement;

7.1.2 Liability for damages for: (1) death or bodily injury to person; (2) injury to, loss or theft of property; (3) any failure or alleged failure to comply with any provision of law or (4) any other loss, damage or expense arising under either (1), (2), or (3) above, sustained by the Indemnitees, or any person, firm or corporation employed by the Contractor or the Indemnitees upon or in connection with this Agreement or the Project, except for liability resulting from the sole or active negligence, or willful misconduct of the Indemnitees. The Contractor, at its own expense, cost, and risk, shall defend any and all claims, actions, suits, or other proceedings that may be brought or instituted against the Indemnitees, on any such claim or liability, and shall pay or satisfy any judgment that may be rendered against the Indemnitees in any action, suit or other proceedings as a result thereof; and

7.1.3 Any loss, injury to or death of persons or damage to property caused by any act, neglect, default or omission of the Contractor, or any person, firm or corporation employed by the Contractor, either directly or by independent contract, including all damages due to loss or theft, sustained by any person, firm or corporation including the Indemnitees, arising out of, or in any way connected with the Services under this Agreement, including injury or damage either on or off District property; but not for any loss, injury, death or damages caused by sole or active negligence, or willful misconduct of the Indemnitees.

72 Contractor's obligation to defend and indemnify as outlined above will be continuing and shall survive the term of this Agreement or any earlier termination of this Agreement.

ARTICLE 8
SUCCESSORS, SUCCESSORS AND ASSIGNS

This Agreement is binding upon and inures to the benefit of the successors, executors, administrators, and assigns of each party to this Agreement, provided, however, that Contractor shall not assign or transfer by operation of law or otherwise any or all rights, burdens, duties, or obligations without prior written consent of the District. Any attempted assignment without such consent shall be invalid.

ARTICLE 9
APPLICABLE LAW

The laws of the State of California shall govern this Agreement, however, in the event that the District receives any State funding for the Project from the State Allocation Board, this Agreement shall also be governed by any applicable laws and/or regulations relating to such State funding from the State Allocation Board (collectively the "Applicable Law"). To the extent that there is any inconsistency between this Agreement and the Applicable Law, or this Agreement omits any requirement of the Applicable Law, the language of the Applicable Law, in effect on the date of the execution of this Agreement, shall prevail.

ARTICLE 10
CONTRACTOR NOT AN OFFICER OR EMPLOYEE OF DISTRICT

While engaged in carrying out and complying with the terms and conditions of this Agreement, Contractor is an independent construction management consultant and not an officer or employee of the District.

ARTICLE 11
INSURANCE

11.1 Without in any way affecting the indemnity provided in or by Article 7, before commencement of any Services, Contractor shall procure and maintain at its own cost and expense for the duration of the Services, and longer as required by the District against claims for injuries to persons or damages to property which may arise from or in connection with the Services, the types and amounts of insurance set forth herein.

11.2 Minimum Limits of Insurance. Contractor shall procure and maintain the types and amounts of coverage as follows:

11.2.1 Comprehensive General Liability Insurance with a combined single limit per occurrence of not less than \$2,000,000 or Commercial General Liability Insurance with a limit of not less than \$1,000,000 each occurrence for bodily injury, personal injury and property

damage/\$2,000,000 annual aggregate.

1122 Automobile Liability Insurance (Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto)). Minimum of \$1,000,000 limit each accident.

1123 Workers' Compensation Insurance as required by the State of California (Division IV of the California Labor Code, and any amendatory acts or provisions thereto), but not less than \$1,000,000.

1124 Employer's Liability Insurance in an amount not less than \$1,000,000 per accident for bodily injury or disease.

11.3 Minimum Scope of Insurance.

113.1 Commercial General Liability insurance shall be written on Insurance Services Office Form CG 0001 (or a substitute form providing coverage at least as broad) and shall cover liability arising from bodily injury and property damage (broad form property damage), premises, operations, independent contractors, products-completed operations, personal injury and advertising injury liability (including the tort liability of another assumed in a business contract), contractual liability with respect to this Agreement, explosion, collapse and underground hazards.

113.2 Automobile Insurance shall cover liability arising out of any automobiles (including owned, hired and non-owned automobiles). Coverage shall be written on Insurance Services Office form CA 0001, or a substitute form providing liability coverage at least as broad. The policy may require deductibles acceptable to the Director of Risk Management of the District, but not self-insured retention without written approval from District.

113.3 If the Professional Liability Insurance policy is written on a claims made basis, it shall be maintained continuously for a period of no less than three (3) years after final completion of the Project to which it applies. The "retro date" must be shown and must be before the date of this Agreement.

11.4 Content and Endorsements: Each policy must contain, or be endorsed to contain, the following provisions:

114.1 The Commercial General Liability policy shall name District, the Board and each member thereof, its officers, employees, agents, and designated volunteers as named additional insureds ("Additional Insureds"). The coverage shall contain no special limitations on the scope of protection afforded to the Additional Insureds. Coverage shall be primary and not contributory with respect to the Additional Insureds. Any insurance or self-insurance maintained by the Additional Insureds shall be in excess of Contractor's insurance and shall not contribute with it.

114.2 On each policy of insurance, the insurer shall agree to waive all rights of

subrogation against the District, the Board and each member thereof, its officers, employees, agents, and volunteers.

11.43 Each insurance policy required by this Agreement shall be endorsed to state that coverage shall not be suspended, voided, reduced or canceled except after thirty (30) Days prior written notice has been given to the District by the carrier. In the case of cancellation for non-payment, ten (10) Days notice is acceptable. Qualified statements such as carrier "will endeavor" or that "failure to mail such notice shall impose no obligation and liability upon the company" shall not be acceptable.

11.44 The insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

11.5 General Insurance Matters: All insurance coverage required under this Agreement shall:

11.5.1 Be issued by insurance companies admitted to do business in the State of California, or permitted to do business under the Surplus Line Law of the State of California, with a financial rating of at least an A:VII as rated in the most recent edition of Best's Insurance Reports. Contractor shall notify District in writing if any of its insurer(s) have an A.M. Best rating of less than A:VII. At the option of District, either 1) District can accept the lower rating; or 2) Contractor shall be required to procure insurance from another insurer.

11.5.2 Except for professional liability policies, all insurance required by this Article shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its Board, its directors, officials, officers, employees and agents.

11.5.3 Contractor shall promptly notify the District of any materials change in the coverage, scope, or amount of any policy.

11.5.4 Except for professional liability policies for which primary coverage is not available, all such insurance shall be primary insurance. Any insurance of the District shall be excess coverage for benefit of the District only and non-contributory.

11.5.5 At all times while this Agreement remains in effect, Contractor shall maintain on file with the District valid and up to date certificates of insurance showing that the required insurance coverage is in effect in not less than the required amounts. If not contained on the face of the policy, endorsements signed by a person authorized by the insurer to bind coverage on its behalf, shall be separately provided. Each policy endorsement, copy, or a certificate of the policy executed by the insurance company, and evidence of payment of premiums for each policy shall be deposited with the District within twenty-one (21) Days of execution of this Agreement and prior to the commencement of Services, and on renewal of the policy, not less than twenty (20) Days before the expiration of the term of the policy.

11.5.6 If Contractor fails to provide or maintain the required insurance, the

District may, at its sole and absolute discretion, obtain such insurance at the Contractor's expense and deduct the premium from any fees or Reimbursable Expenses subsequently invoiced by Contractor.

11.5.7 Any deductibles or self-insured retentions in excess of \$100,000 must be declared to the District and must be reduced to a level deemed acceptable by the District in writing. Contractor agrees that, at the option of the District, it will either: (A) arrange for the insurer to reduce or eliminate such deductibles or self-insured retentions with respect to the District, its directors, officials, officers, employees and agents; or (B) procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

ARTICLE 12

EXTENT OF AGREEMENT

This Agreement represents the entire and integrated agreement between the District and Contractor and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the District and Contractor.

Contractor, in the performance of this Agreement, shall be and act as an independent construction management consultant. Contractor understands and agrees that Contractor and all of Contractor's employees, Contractor, subconsultants or other subcontractors shall not be considered officers, employees or agents of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation insurance. Contractor assumes full responsibility for the acts and/or omissions of Contractor's employees, agents, Contractor or subconsultants as they relate to the services to be provided under this Agreement. Contractor assumes full responsibility for payment of all federal, state and local taxes, and all contributions, including all employment benefits, unemployment insurance, social security and income taxes for Contractor's employees, Contractor, subconsultants or other subcontractors.

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against either the District or Contractor.

District and Contractor, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this Agreement with respect to the terms of this Agreement. Contractor shall not assign this Agreement without the express, written consent of District, which may be withheld by District for any reason or no reason, in District's absolute discretion.

This Agreement shall be governed by the laws of the State of California. Venue for any action or proceeding shall rest in Butte County. In the event of any claim or civil action between

District and Contractor to enforce this Agreement, each party will bear its own attorneys' fees.

While it is the intent of the parties that, if the Project continues, they will engage in good faith efforts to negotiate a further, separate and distinct set of agreements for construction of the Project, the District retains sole and complete discretion to cease the Project, suspend the Project, or engage any other person or firm to provide any or all further services related to the Project. Nothing in this Agreement obligates the District to engage the Contractor, or to attempt to negotiate with the Contractor to provide Services or Work in any further agreements or capacity, whatsoever.

The parties, through their authorized representatives, have executed this Agreement on the day and year first written above.

[SIGNATURES ON THE FOLLOWING PAGE]

CONTRACTOR:

DISTRICT:

CORE West, Inc.

Twin Ridges Elementary School District

By: _____

Name: Matt Wade

Title: Vice President

By:  _____

Name: Dr. Erik Crawford

Title: Superintendent

EXHIBIT "A"

PROJECT BUDGET

Twin Ridges Elementary School District Construction of Two TK Classrooms, Facility Repairs and Modernizations.

The anticipated construction budget (projected GMP) for required buildings, demolition, and site work is 4,200,000.00 inclusive of general conditions and requirements, contractor fees and overhead.

EXHIBIT "B"
BASIS OF COMPENSATION

Twin Ridges Elementary School District
Construction of Two TK Classrooms, Facility Repairs and Modernizations.

Pre-construction Services Fee Amount: Ten Thousand Seven Hundred Sixty-Five and no/100's (\$10,765.00) (100%)

Proposed Fee Payout:

The pre-construction contractor shall bill the District by an hourly basis. The fees invoiced shall not exceed the following percentages of the not to exceed amount, by phase.

Bidding and GMP Submission / Approval	100%
Pre-construction Services Fee	100%

Approved Charges*:

- Agency plan check fees, utility fees, permit fees, and other fees or costs associated with carrying out required approvals and permitting processes, if paid on behalf of the District.
- Expenses incurred on behalf of the District as directed in writing.

*Note: Approved Charges not explicitly listed above must be approved in writing by the District prior to invoicing for reimbursement.

Approved Hourly Rates for Services:**

	<u>Standard Rate</u>	<u>Overtime Rate</u>
Project Management:		
Project Executive	225	-
Sr. Project Manager	155	-
Project Manager	130	-
Asst. Project Manager	115	-
MPE/BIM Manager	135	-
Project Accountant	97	-
Contract Administrator	97	-
Construction Coordinator	97	-
Certified Payroll	97	-
Intern	45	65
Field Operations:		
General Superintendent	170	-
Sr. Superintendent	147	-
Superintendent	135	-
Asst. Superintendent	115	-
Carpenters	113	131
Water Truck Driver	115	170
Laborers	87	128

**Note: Additional services must be approved in writing by the District prior to proceeding with Work, or invoice for Services.

REQUEST FOR PROPOSALS (RFP)

Operation and Stewardship of the Historic Washington Schoolhouse

1 School Street, Washington, CA, 95986

Issued by: Twin Ridges Elementary School District (TRESA)

Issue Date: Aug 7, 2025

Proposal Due Date: Sep 8, 2025 4PM

1. Introduction

Twin Ridges Elementary School District (TRESA) invites proposals from qualified, community-oriented organizations or groups to operate and maintain the historic Washington Schoolhouse located in Washington, California. The District seeks to retain ownership of the property while transferring all responsibilities for its operation, programming, and maintenance to the selected proposer(s), with the goal of preserving the site as a vibrant community asset at no ongoing cost to the District.

2. Background

The Washington Schoolhouse is a treasured landmark in the historic town of Washington, California. With deep roots in the community and significant cultural value, the site offers a unique venue for public engagement, education, and historical preservation. TRESA is committed to ensuring the schoolhouse remains accessible and meaningful to the public while maintaining its historical integrity.

3. Objectives

- Ensure the site is actively used and maintained at no cost to the District.
- Encourage community-oriented and school aged programming and stewardship.
- Retain public ownership of the schoolhouse under TRESA.
- Preserve the historical and architectural integrity of the building.

4. Scope of Work

The selected proposer(s) will be responsible for:

- Day-to-day operations and programming.
- Routine and long-term maintenance and repairs.
- Utilities, insurance, and security.
- Community engagement and public access.
- Compliance with all applicable laws and standards.
- Regular communications and engagement with TRESA

5. Proposal Requirements

Proposals must include:

- Proposed Use: Description of intended activities, programs, and community benefits.
- Organizational Overview: Mission, history, and relevant experience.
- Operations Plan: Staffing, hours of operation, and management structure.
- Maintenance Plan: Approach to upkeep, repairs, and preservation.
- Financial Plan: Budget, funding sources, and sustainability strategy.
- Community Engagement: Strategies for involving local residents and stakeholders.
- References: At least three references from similar projects or partnerships.

6. Evaluation Criteria

Proposals will be evaluated at the sole discretion of the district based on the following criteria:

- Alignment with Community and Historical Values: How well the proposal reflects the cultural and historical significance of the schoolhouse and serves the local community.
- Organizational Capacity and Experience: Demonstrated ability to manage similar facilities or programs.
- Feasibility and Sustainability of the Proposed Plan: Practicality and long-term viability of the operational and programming approach.
- Fiscal Stability: Evidence of financial health and the ability to sustain operations and maintenance without reliance on District funding.
- Quality of Maintenance and Preservation Approach: Commitment to preserving the building's historical integrity and ensuring its upkeep.
- Community Benefit and Engagement Strategy: Plans to involve and serve the local community through inclusive and accessible programming.

7. Site Visit and Questions

A site visit will be held on **August 19, 2025 9AM**. Interested parties are required to attend. Questions may be submitted in writing to the contact above by September 3, 2025 4PM.

8. Submission Instructions

Submit proposals electronically or in hard copy to:

Dr. Erik Crawford

Superintendent

Twin Ridges Elementary School District

16661 Old Mill Rd, Nevada City, CA 95959

ecrawford@tresd.org

(530) 265-9052