

# 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, October 8, 2024 4:00 PM

### GRIZZLY HILL SCHOOL-Room 4

	<b>1. CALL TO ORDER: 4:04</b>	
	<b>2. ROLL CALL</b>	
	Aubrey Puetz Jonathan Farrell Mindi Morton Lorien Whitestone Malik Goodman	President Clerk NCSOS Representative Member Member
		Present arrival-4:07 absent present present
	<b>3. ATTENDEES:</b> Alicia Lauder Preschool Site Supervisor, Diana Pasquini, Kristin Snell, Jessica Gray, Josh Gray, Adam Percy, Katie Koheler	
<i>Action</i>	<b>4. APPROVAL OF THE OCTOBER 8 , 2024 REGULAR AGENDA – Aubrey Puetz</b>	
	Trustee Puetz seeks a motion, Trustee Whitestone makes a motion to approve, Trustee Goodman seconds the motion. Vote Carries as follows (3/0/0/2)  Trustee Puetz- Yes Trustee Whitestone- Yes Trustee Goodman -Yes Trustee Farrell- not present Trustee Morton- Absent	
	<b>5. PUBLIC COMMENT</b>	
	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 body for public comment	

Action	6.	<b>CONSENT ITEMS.</b> <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 September 10th ,2024 Regular Board Meeting Minutes (See RED text backup)	
		Trustee Puetz seeks a motion, Trustee Whitestone makes a motion to approve, Trustee Goodman seconds the motion. Vote Carries as follows (3/0/0/2)  Trustee Puetz- Yes Trustee Whitestone- Yes Trustee Goodman -Yes Trustee Farrell- not present Trustee Morton- Absent	
Action	B.	Shall the Board approve the September Warrants	
		Trustee Puetz seeks a motion, Trustee Goodman makes motion to approve, Trustee Whitestone seconds the motion. Vote Carries as follows (3/0/0/2)  Trustee Puetz- Yes Trustee Whitestone- Yes Trustee Goodman -Yes Trustee Farrell- not present Trustee Morton- Absent	
Action	C.	Shall the Board approve the Personnel Change Report for <ul style="list-style-type: none"> <li>● Karina Williams</li> <li>● Jenny Travers</li> <li>● Matt Langley</li> </ul> <i>(see salmon backup)</i>	
		Discussion to Clarify what movement is taking place on the campus. Dr. Crawford gives clarification. Sunshine gives clarification on cost and schedule of vendors.  Trustee Puetz seeks a motion for approval, Trustee Whitestone makes a motion to approve, Trustee Farrell seconds the motion.  Vote Carries as follows:(4/0/0/1)  Aubrey-Yes Jonathan-Yes Lorien-Yes Malik-Yes Mindi-Absent	

**7. REPORTS**

Report	<b>A.</b>	Family Resource Center Report - <i>Diana Pasquini</i>	
		<p>Food Pantry served 135 families plus snacks for children's programs. The Food Pantry serves over 500 people on the San Juan Ridge.</p> <p>Clothes closet- Summer clothes going fall/winter clothing is being made available Classes are staying full, Dance class is on a waitlist. Adult yoga is also doing well.</p> <p>Family Forums and Circles of Support- in conjunction with Grizzly Hill School. 9/26 first meeting, 15 parents were in attendance. Good feedback on the meeting and opportunity for support. Next one will be 10/24 with a guest speaker.</p> <p>Haunted FRC on October 31st. Fun for kids of all ages during open hours 10-4.</p> <p>Planning Babysitting classes more information will be announced ongoing. Discussion around FRC providing Adult CPR certification.</p> <p>Incorporating some activities for students for time in between school and dance.</p>	
Report	<b>B.</b>	TRTA - <i>Adam Pearcy</i>	
		<p>Adam Pearcy for TRTA- New school schedule is feeling exhausting. Shares concerns about not having daily prep. Teachers and himself were concerned that they were not informed about the changes ahead of time. Also asks why the Site Council was not brought in to approve these changes. Thankful to Dr. Crawford for his efforts to bring teachers in but wants to see these changes happen this year.</p> <p>Moves discussion to intervention time. Has been tried in the past and has not seemed to make a difference in student test scores. Shares a document from CTA regarding budget changes made without Site Council Approval. Adam will share these documents with the Site Council Directly.</p> <p>Concerns about the Library not yet being open- Shares suggestion of Room 4 turning into the Library- has an IFT(institute for teaching) grant available for renovations to the Library. Money for Books, tablets, furniture, etc. This would leave room 5 and 6 open for extra space.Would run with student and Parent volunteers. Adam provides handouts to attendees.</p>	
Report	<b>D.</b>	Little Acorns- <i>Alicia Lauder</i>	
		<p>Shares enrollment numbers and updates on new enrollments. Her goal is to reach 16 students. Working on enrollment through community engagement. Have attended multiple community events to connect with the local families. Has been working with Rosnina Dort- opportunity from 2k-8k for quality improvement of the preschool. Can spend funds on the playground, curriculum etc. Little Acorns hosting a Halloween party on 31st from 11:30-12:30. Would like a sign for the preschool at entrance and to direct parents.</p>	

Report	E.	<p>Little Acorns Preschool</p> <table border="1" data-bbox="409 151 1417 363"> <thead> <tr> <th data-bbox="409 151 522 273">Age Groups</th> <th data-bbox="522 151 695 273">Age 2</th> <th data-bbox="695 151 812 273">Age 3</th> <th data-bbox="812 151 953 273">Age 4</th> <th data-bbox="953 151 1094 273">Age 5</th> <th data-bbox="1094 151 1417 273">Total</th> </tr> </thead> <tbody> <tr> <td data-bbox="409 273 522 363">Students</td> <td data-bbox="522 273 695 363">3</td> <td data-bbox="695 273 812 363">6</td> <td data-bbox="812 273 953 363">2</td> <td data-bbox="953 273 1094 363">0</td> <td data-bbox="1094 273 1417 363">11- 10</td> </tr> </tbody> </table>	Age Groups	Age 2	Age 3	Age 4	Age 5	Total	Students	3	6	2	0	11- 10	
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Students	3	6	2	0	11- 10										
	F.	<p>Community Schools- <i>Kristin Snell</i></p> <p>Autumn addition of Ridge Connections is out, and also shares some highlights for Community Schools. Kristin shares details about the star party and its successful turnout, the Star Party also included a Guest speaker from the Forest service.</p> <p>Next, updates on family forums and circles of support. Good learning, more parents than anticipated. Exceeded expectation as far as engagement and interest in the group.</p> <p>Wellness space- updates: Currently taking 3 students twice per day, sometimes 3 for short 10-15 minute breaks and choosing a calm activity. Teacher has noticed a huge improvement with transitions back to class. The students who have been using this resource are more prepared to integrate back into the classroom. There are plans to expand on this as space becomes available on campus. The cabinet team will take a trip to Colfax Elementary to see the wellness space there.</p> <p>EIOP- Fall break is fast approaching. Two field trips are planned during the camp for the climbing gym and Synergia ropes course. Additional field trip on tuesday due to a power outage at our School Site. On campus activities as well, Tahoe national forest, lesson on owls.</p> <p>Nov. 1st camp will include baking, cooking activities and some art projects on campus.</p> <p>Gives a general update on clubs and what potential clubs may be included in the future.</p>													
Report	G.	<p>/Superintendent/Principal Report -<i>Dr. Erik Crawford</i></p>													
		<p>General Updates- PD days- Teacher had 1st day for planning time and Mrs. Browning having time with paraprofessionals. Second day was an in person UDL training at NCSOS. Engagement at the training was very good and staff was able to take a lot away from the training to be able to implement in classrooms.</p> <p>Joined the county consortium for mediCAL billing. Work in progress. Through Sutter county. Now have a contracted counselor on board. Has been able to put together a needs assessment, meeting with students, as well as small group components. Reminds the board that she is a contractor and if she would want to come on board there would be some additional steps. The counselor position is currently posted.</p>													

Coffee with the principal, still keeping the same time and day to build capacity and get the word out. Looking at possibly adding a different time or a second time.

Went into 7th and 8th- taught a civics lesson primarily highlighting bullying as well as cyber bullying.

Added positive character and Academic awards to the PBIS assembly. SEL team met and set goals. Decided to target empathy. Staff will make sure to be more diligent in circling the letters on bear bucks to begin to track moments of Empathy on campus.

Update on TOY celebration.

3 architectural firms came to walk our campus. We have only 2 spots left to fill on the oversight committee.

Teachers will begin to receive 1 hour of prep time. Mrs. Clemens offered to teach daily PE classes for each grade. This will adjust the programming for TK/K- ASES staff will support the TK/K class for the last hour of class which is currently play time and nap time. Will convey this change to the parents tomorrow. No changes will happen with classroom instruction.

7th and 8th grade will now be offered the opportunity to eat outside.

Wednesday 8th graders will be going with Shelline to the fairgrounds for a career technical exhibit. Will get experience seeing what is available for them in the future. 8th graders will be paired with another classroom one day a week for 45 minutes to support teachers in lower grades. Can help teachers in a TA type role.

Report

H.

Current Enrollment - Grizzly Hill School

Grade	TK/K	1/2	3/4	5/6	7/8	Total
Students	3/10	14/10	9/12	17/10	14/7	106
Teacher	Clemens	Matteri	Hobbs	Pearcy	Hinrichs	

Report

I.

Parent Teacher Club Report -*Aubrey Puetz*

Aubrey-Star party-Great feedback about the event! Good attendance at the last PTC meeting. PTC will make a sub committee for each event that comes up. There is currently a fundraiser for PTC with the annual Bulb sale.

Shindig is coming up. Grizzly Hill will have a presence at the Shindig this year with a Living Mandala exhibit. May move the day of the weekly PTC meeting . Next one on 10/21. Trunk or treat is on! Spots always fill up fast. Can also donate candy.

Report





J.




Board Report -*Trustees*




Jonathan- Harmony Health medical clinic. Portable clinic would like to come once a month and be stationed at the FRC. Provide all types of services, as well as acting as a liaison for other service requests. Potentially could grow more

often if it is something we want to consider. Seems to be a need in our community to have this service available to families and community members. Dr. Crawford requests a contact person to follow up. Perry ( martial arts) would like to volunteer his time to teach a class to our students. Martial arts can be beneficial for students in many ways.



**8. DISCUSSION/ACTION ITEMS**

<i>Discussion/Action</i>	<b>A.</b>	Shall the Board approve the Quote from Sacramento Refrigeration Inc.- <i>Sunshine Bender (see gold backup)</i>	
		<p>Sunshine gives an update on previous repairs and why. KIT funding, not open for reimbursement from our bond. We already have the funds and she would like to spend it on this. The quote is to repair the condenser.</p> <p>Trustee Puetz seeks a motion for approval, Trustee Whitestone makes a motion to approve, Trustee Farrell seconds the motion.</p> <p>Vote Carries as follows: (4/0/0/1)</p> <p>Aubrey-Yes Jonathan-Yes Lorien-Yes Malik-Yes Mindi-Absent</p>	
<i>Acknowledgement</i>	<b>B.</b>	FIT (Facility Inspection Tool)- <i>Dr. Erik Crawford</i>	
		<p>Would like to move it to the November agenda.</p> <p>Gives reasoning of needing to spend more time to complete the document Board agrees.</p>	
	<b>C.</b>	Public Hearing Sufficiency of textbooks and Instructional Materials <i>(see yellow backup)</i>	
		Jessica Gray- Question on how current the curriculum is? Sunshine clarifies that w on a 5 year cycle. Curriculum is current and up to date.	
<i>Discussion/Action</i>	<b>D.</b>	Shall the Board approve Resolution #24-11 Sufficiency of Textbooks and Instructional Materials- <i>Dr. Erik Crawford (see yellow backup)</i>	
		<p>Aubrey Seek a motion for approval, Trustee Goodman makes a motion to approve, Trustee Farrell seconds the motion.</p> <p>Vote Carries as follows: (4/0/0/1)</p> <p>Roll Call: Marisol Calls a roll call vote.</p> <p>Aubrey-YES Jonathan-Yes Lorien-Yes Malik-Yes</p>	

		Mindi-Absent	
	<b>E.</b>	Public Hearing Developer Fees-Level 1 Implementation- <i>Sunshine Bender</i> (see light green backup)	
		Sunshine gives background on Developer fees. District will receive a portion of such. Must be approved for state funding and state grants. TK/K facilities grant comes into play for this. Fees go into making sure schools in each district have resources available for modernization and upkeep. Same rate for the entire consortium. We would be outliers if not approved.	
<i>Discussion/Action</i>	<b>F.</b>	Resolution #24-12 Developer Fees Level 1 Implementation- <i>Dr. Erik Crawford</i> (see light green backup)	
		Aubrey Seek a motion for approval, Trustee Goodman makes a motion to approve, Trustee Farrell seconds the motion.  Vote Carries as follows: (3/0/1/1)  Roll Call: Marisol Calls a roll call vote.  Aubrey-Yes Jonathan-Yes Lorien-Abstain Malik-Yes Mindi-Absent	
<i>Discussion/Action</i>	<b>G.</b>	Shall the Board approve the Job Description for the Twin Ridges Elementary School District School Counselor Position- <i>Dr. Erik Crawford</i> (see dark green backup)	
		Gives Board time to re-read the job description-  Aubrey Seek a motion for approval, Trustee Whitestone makes a motion to approve, Trustee Goodman seconds the motion.  Vote Carries as follows:(4/0/0/1)  Aubrey-Yes Jonathan-Yes Lorien-Yes Malik-Yes Mindi-Absent	
<i>Discussion/Action</i>	<b>H.</b>	Shall the Board approve the Transfer of Funds from 01 to Funds 12 in the amount of \$53,360- <i>Sunshine Bender</i>	
		Sunshine explains that she needs to make these transfers in order to cover payroll costs.  Aubrey Seek a motion for approval, Trustee Whitestone makes a motion to approve, Trustee Goodman seconds the motion.	

		<p>Vote Carries as follows: (4/0/0/1)</p> <p>Aubrey-Yes Jonathan-Yes Lorien-Yes Malik-Yes Mindi-Absent</p>	
Discussion/Information	I.	<p>Shall the Board approve the Transfer of Funds from 01 to Funds 13in the amount of \$65,000-<i>Sunshine Bender</i></p>	
		<p>Sunshine- this is our kitchen funds to cover foods. Trustee Farrell asks about snacks. Fresh fruit snacks were from a grant that is no longer available. The previous grant was about 10-12k per year. We must be above 90% free and reduced, we do not meet the threshold.</p> <p>Aubrey Seek a motion for approval, Trustee Goodman makes a motion to approve, Trustee Whitestone seconds the motion.</p> <p>Vote Carries as follows: (4/0/0/1)</p> <p>Aubrey-Yes Jonathan-Yes Lorien-Yes Malik-Yes Mindi-Absent</p>	
Acknowledgement	J.	<p>Williams Quarterly Complaint- Q1-<i>Dr. Erik Crawford</i> (see blue backup)</p>	
		Acknowledged	
Acknowledgement	K.	<p>NCSOS letter approving the Twin Ridges Elementary School District LCAP and Adopted Budget-<i>Sunshine Bender</i> (see lavender backup)</p>	
		Acknowledged	
Discussion/Action	L.	<p>Shall the Board approve the Aya Contract for Counseling Services <i>Dr. Erik Crawford-</i> (See yellow backup)</p>	
		<p>Contract for AYA is shared with the Board, Dr. Crawford gives some background. Does stipulate we are the supervisors at the site. Goodman- Timeline? No time constant at this time. Crawford-(45 days) it was what was agreed on.</p> <p>Aubrey Seek a motion for approval, Trustee Whitestone makes a motion to approve, Trustee Goodman seconds the motion.</p> <p>Vote Carries as follows: (4/0/0/1)</p>	



		Aubrey-Yes Jonathan-Yes Lorien-Yes Malik-Yes Mindi-Absent	
<i>Discussion/Action</i>	<b>M.</b>	Shall the Board approve the Livestock RFQ and Vendor Bid for Oaktree Campus <i>Sunshine Bender (see purple/white backup)</i>	
		<p>Sunshine gave an update on contract details and referred to Jordan Koelher to see if it is something to move forward on. Tight timeline. Proposal to do Oaktree parks and rec as well as the leech field. Goats will be completely fenced off.</p> <p>Trustee Puetz- would like to see a clearer line of communication and presence from the board at the parks and rec board meeting. Trustee Farrell gives some background on his communication with regards to the project.</p> <p>Aubrey Seek a motion for approval, Trustee Whitestone makes a motion to approve, Trustee Goodman seconds the motion.</p> <p>Vote Carries as follows: (4/0/0/1) Aubrey-Yes Jonathan-Yes Lorien-Yes Malik-Yes Mindi-Absent</p>	
<i>Discussion/Action</i>	<b>N.</b>	Timeline for Board Meeting Documentation <i>Dr. Erik Crawford (see green backup)</i>	
		<p>Dr. Crawford- gives a brief explanation of why we have the governance calendar and what it is utilized for. Some discussion of when edits can be made to the documents and what items may need to be moved to accommodate readiness of data.</p> <p>Discussion around Minutes going out before the packet. Can not be separate from the packet. Trustee Farrell wants more time to be prepared.</p> <p>Discussion around possible change in deadline. Must be a collaborative agreement for everyone on getting it earlier. Discussion around putting the agenda out on Thursdays before the board meeting. The agreed upon Day is Thursday before the regularly scheduled board meeting.</p>	
<i>Discussion/Action</i>	<b>O.</b>	District Communication Facilitation/Responsibilities- <i>Dr. Erik Crawford</i>	
		Superintendent should be the primary recipient of all communication in regards to outside agencies. Discussion around who in the TRESA team should be responsible for the various avenues. Dr. Crawford works with internal communication practices as well. Cabinet members will share information that may be relevant to other people on the team. Sunshine gives more information	

on the guidelines of an RFQ, job walk component at a scheduled time per RFQ, Board members should not recommend candidates. District has some flexibility with who is chosen and if they are chosen for just the project or ongoing so that they can be used for other projects. Discussion around bond oversight committee, missing two members. Clarification around who can recommend members for the committee.

Discussion/Action

**P.** Compost Committee Updates-*Aubrey Puetz/ Jonathan Farrell*

Jonathan-NCRCD grant will be used to get supplies for the compost project. Bins, Signage, and other supplies needed to start the project. Trustee Farrell asks if it is possible to start the project before the grant is awarded. Dr. Crawford suggests we start with educating students on how the program will work, and making sure the pre-teaching is done to make sure the program is successful once it is fully put in place. Education can be tied in Next Generation Science standards. Request Jonathan put together some educational materials to present to students.

Trustee Farrell also reminds the group that M&O be utilized to help in the process.

Suggestion to do a composting assembly to educate everyone all at once. Currently two staff members are taking the compost. Suggestion to also have those staff members be a part of talking to students about the composting process. Trustee Goodman feels there is no structured plan of attack to move forward. Sunshine- there are bins and a designated area in the garden. Grant has been applied for.

Discussion around where the process stopped and why. Dr. Crawford will make sure to have a plan brought to the board.

Discussion/Action

**Q.** Washington School Updates-*Dr. Erik Crawford/ Sunshine Bender*

Dr. Crawford updates on Jordan's walkthrough. Retaining wall concerns. Have lost staffing due to family issues. Also internet billing that is owed in back payments. Wifi was auto renewed and now stands at \$480 per month back logged since March. Sunshine also provides a document that shows the estimated revenue from the bond. There is no way to know the exact tax rate, data does not exist for the tax revenue. Tax revenue is constantly changing so it is not data that can be reported accurately due to the constant change. Discussion around revenue from fees and delinquencies of taxes. Sunshine suggests that board members needing more information attend a tax assessors board meeting to gather more knowledge on that topic. Sunshine is working on what the possibilities are if we do not have Wifi or an after school program on the site.

No Surveys have been returned. Entertain a food bank or community center. Possibly hold a town hall meeting and invite the public. Trustee Farrell will be

		reaching out to FREED to see if there is some potential for partnership there. DR. Crawford sees it running as a community center. Aubrey will look into setting up/scheduling a town hall meeting.	
<i>Discussion/Action</i>	<b>R.</b>	Proposed Bus Stop at Mother Truckers Update	
		Lincoln Log engineering company, not a big enough company to donate the plans. Would do it for half the cost. Had some insight on other obstacles we may face. If the county was made aware of the danger to the students waiting for the bus, funding may be available via the county to have a safer place for students to be out of the weather. It may be a wiser choice to have the county facilitate the building of such a structure. Trustee Farrell asks if a sub committee should be formed for the bus stop. Trustee Goodman will facilitate the committee and Jonathan will be a part of the committee. For liability issues the District should not be a part of the building of this structure. District to send a reminder message regarding bus etiquette.	
<i>Discussion/Action</i>	<b>S.</b>	Fiscal Stabilization- <i>Dr. Erik Crawford/ Sunshine Bender</i>	
		Will move to closed session	
	<b>9.</b>	<b>FUTURE AGENDA ITEMS DISCUSSION</b>	
		Cow-Clinic on wheels, update on planning time for teachers, site council inclusion and teacher inclusion on program changes, bell schedule and budget items, Martial art program.	
	<b>10.</b>	<b>UPCOMING MEETINGS: November 12, 2024</b>	
	<b>11.</b>	<b>PUBLIC COMMENT ON CLOSED SESSION ITEMS</b>	
		no one for public comment open session ending at 7:15	
	<b>12.</b>	<b>CLOSED SESSION: 7:28pm</b>	
	<b>A.</b>	Public Employee Discipline/Dismissal/Release (Government Code § 54957)	
	<b>B.</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	
	<b>C.</b>	Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	<b>13.</b>	<b>RECESS /RECONVENE - Report Out on Closed Session – <i>Aubrey Puetz</i></b>	

	<b>A.</b>	Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release (Government Code § 54957(b))	
	<b>B.</b>	Reportable Action Taken Regarding Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Dr. Erik Crawford	
	<b>C.</b>	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)).	
	<b>14.</b>	<b>ADJOURNMENT: 8:38pm</b>	

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)}

■

10/8/2024

Aubrey Puetz, Board President

Date

10/8/2024

Dr. Erik Crawford, Superintendent/Principal

Date

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