

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 MINUTES TUESDAY, DECEMBER 12, 2023 4:00 PM GRIZZLY HILL SCHOOL - ROOM 4

	1. CALL TO ORDER 4:04																
	2. ROLL CALL																
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Malik Goodman</td> <td style="width: 33%;">President</td> <td style="width: 33%; text-align: center;">PRESENT</td> </tr> <tr> <td>Aubrey Puetz</td> <td>Clerk</td> <td style="text-align: center;">PRESENT</td> </tr> <tr> <td>Mindi Morton</td> <td>NCSOS Representative/Timekeeper</td> <td style="text-align: center;">PRESENT</td> </tr> <tr> <td>Lorien Whitestone</td> <td>Member</td> <td style="text-align: center;">PRESENT</td> </tr> <tr> <td>Jonathan Farrell</td> <td>Member</td> <td style="text-align: center;">PRESENT</td> </tr> </table>	Malik Goodman	President	PRESENT	Aubrey Puetz	Clerk	PRESENT	Mindi Morton	NCSOS Representative/Timekeeper	PRESENT	Lorien Whitestone	Member	PRESENT	Jonathan Farrell	Member	PRESENT	
Malik Goodman	President	PRESENT															
Aubrey Puetz	Clerk	PRESENT															
Mindi Morton	NCSOS Representative/Timekeeper	PRESENT															
Lorien Whitestone	Member	PRESENT															
Jonathan Farrell	Member	PRESENT															
	3. ATTENDEES: Superintendent Scott Mikal, CBO Sunshine Bender, EA Marisol Estrada, FRC Diana Pasquini, CSC Kristin Snell, Cindy Browning, Judy Stead,																
<i>Action</i>	4. APPROVAL OF THE DECEMBER 12th, 2023 REGULAR AGENDA –Malik Goodman																
	<p style="color: red;">Mindi makes a motion to approve the December 12th, 2023 Regular Agenda, Aubrey seconds, all in favor. Vote carries as follows (5/0)</p> <p style="color: red;">Malik-Yes Aubrey-Yes Mindi-Yes Lorien-Yes Jonathan-Yes</p>																
	<p>5. PUBLIC COMMENT</p> <p>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)</p>																
<i>Action</i>	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</i>																

or interested party may request that an item be removed from the consent agenda for discussion.

Action	A.	Approval of the November 14, 2023 Regular Board Meeting Minutes (see Red TEXT backup)	
		<p>Mindi makes a motion to approve November 14, 2023 Regular Agenda Minutes, Aubrey seconds, all in favor. Vote carries as follows (5/0)</p> <p>Malik-Yes Aubrey-Yes Mindi-Yes Lorien-Yes Jonathan-Yes</p>	
Action	B.	Approval of the November warrants (see white backup)	
		<p>Mindi makes a motion to approve November Warrants, Aubrey seconds, all in favor. Vote carries as follows (5/0)</p> <p>Malik-Yes Aubrey-Yes Mindi-Yes Lorien-Yes Jonathan-Yes</p>	
	7.	REPORTS	
Report	A.	Family Resource Center Report - <i>Diana Pasquini</i>	
		<p>Diana Pasquini Presents: Highlights staffing changes made at the FRC. Diana presents the schedule for the next year at the FRC. Talks about programs that will be continuing as well as new programs/ classes that will be added in the upcoming year. Diana also shared special events for the upcoming year at the FRC. Communicates the importance of camps that are held at the FRC.</p>	
Report	B.	Superintendent/Principal Report - <i>Scott Mikal-Heine</i>	
		<p>Scott Mikal Presents: Talks about sports Girls and Boys Basketball. He has secured a boys basketball coach and possibly will add a second.</p> <p>TRESD school advisory.</p> <p>Kristin will be working on an implementation grant. Invites Trustees to take part in the upcoming meeting Thursday December 14th. Partners in the community will be attending the meeting. Updates Board on one more task for the bond efforts. Labeled Measure "A". We have one allowable place to campaign, that is the ballot statement. Asks trustees for their help in writing the ballot statement.</p>	

California Healthy Kids survey closes the 15th. Office staff will share a link for parents.

We completed I-ready diagnostic 2 this week. Shares, there has been significant growth from diagnostic one to two.

Applying for a SEL grant, proposed use is to add hours for Allen and to bulk up the BEAR store. Shares progress made with the BEAR store. PBIS is positively impacting our students. Marisol and Scott will be attending the Breakthrough Coach this Thursday and Friday. (DEC 14th/15th)

Shares he will be proposing the use of a daily rate Teacher to support as a co-teacher/ master teacher. Teacher on special assignment. Aim will be supporting new teachers. Shares some details on qualifications and skill set of the potential candidate to bring on.

<i>Report</i>	C.	Current Enrollment - Grizzly Hill School						
		Grade	TK/K	1/2	3/4	5/6	7/8	Total
		Students	4/16	12/10	12/16	11/13	5/8	107
		Teacher	Caughey	Clemens	Hobbs	Pearcy	Hinrichs	

<i>Report</i>	F.	Teacher's Report/Staff -Judy Stead
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Judy Stead updates Board on basketball team. Shares the positive attitude the team has had and considers themselves winners. Shares how much the team has grown and their continued hard work. Shares the banner that was made and how proud the girls were of themselves. Aubrey makes sure to say how much the board appreciates us having a team and the start to growing our sports program. Malik shares the importance of sports on our campus. Board thanks coaches

<i>Report</i>	G.	Parent Teacher Club Report -Aubrey Puetz
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Aubrey Reports Tuesday 19th is craft day. Is excited to report the robust size of the parent teacher club. It is a huge benefit to our students to be able to provide these activities. Updates the Board and attendees on the Winter Dinner event. PTC is having a banner made. Shares that Scott coming to the PTC meeting was beneficial to all parties. Parents were able to be updated on various topics. Trustee Morton asks for details on schedule and crafts being done for craft day.

<i>Report</i>	H.	Student Services Report -Cindy Browning
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Cindy updates the board that she does not have too much to report. Talks a little about I-Ready. Excited to share the teachers buy -in with I-ready. Will have more information after the holidays after the second diagnostic is complete.

<i>Report</i>	I.	Board Report -Trustees
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Nothing to report

8. DISCUSSION/ACTION ITEMS

Discussion/Action

A.

Shall the Board approve the '22-'23 Audit Report (Lavender cover) - *Michelle Hans*



District Auditor Michelle Hansen Reporting: Shares she will not go over the entire report, however, will keep it to pertinent information for the Board. Board must accept the report by the end of January. This is a favorable audit. Once adjustment to approve 4th quarter of developer fees. The audit itself should mirror what was approved in September. Talks about the process and participants of which the report was made. Darlene will be the backup in the future when Sunshine goes through the journal independently. Everything will be available online.

Moves to state compliance letter. Immunization findings. 9 students started the year 7 have received at least one vax by the end of year. Loss of attendance comes up in findings due to following vaccination guidelines.

All other findings were accepted and implemented. Highlighted various areas of the Points out one mistake of a dollar amount in regards to the kitchen.

An audit finding is an opportunity for improvement.

Discussion/Action

B.

Shall the Board approve the '23-'24 1st Interim Budget - *Sunshine*

Sunshine Reporting: Reads letter presented to the Board which highlights from the budget. (see letter for full report)

- Clarifies that the increase in classified staff salary has been paid for by funds
- If we lose 5 students we will not be on basic aid, but with enrollment where it is projected we should stay on basic aid status.

Trustee Morton comments on the length of time funds seem to be lasting through. Not what was originally projected. Asks how long we can run on reserve funds.

Scott Mikal answers, that is a complicated question due to varying factors. We have to learn to live within our means. Scott shares his future efforts regarding equity for our district. There are multiple efforts ongoing to tighten our belt.

- Initially moving a title 22 moving into a title 5.
 - Trustee Farrell asks for clarification on how to meet Title 5 requirements, Sunshine shares some of the additional work/information that will be required by staff and parents.
 - Sunshine shares her process
 - Board shares their appreciation for her reporting

<i>Discussion/Action</i>	C.	Shall the Board approve the transfer of funds, from fund 17 to fund 1 - <i>Sunshine Bender</i>	
		<p>\$739,184 from fund 17 to fund 1. Wants the board to acknowledge. Call for a vote by the board. Aubrey makes a motion to approve the transfer of funds, Lorien seconds, all in favor, vote carries as follows: (5/0)</p> <p>Malik-yes Mindi -yes Jonathan-yes Aubrey-yes Lorien-yes</p>	
<i>Discussion/Action</i>	D.	Shall the Board approve the donation of 25 microscopes from Nevada Union - <i>Scott Mikal</i>	
		<p>Cindy Browning shares details about donation and the future use. Trustee Farrell shares a parent who may be able offer training or insight into the use of the microscopes</p> <p>Mindi Morton makes a motion to approve the donation, Aubrey seconds the motion, vote carries as follows: (5/0)</p> <p>Malik-yes Jonathan-yes Mindi-yes Aubrey-yes Lorien-yes</p>	
<i>Discussion/Action</i>	E.	Annual Organizational Meeting/Board Organization	
		Scott shares overview of process, various steps of the AOM meeting. Trustee Goodman proposes we review the governance calendar in January.	
<i>Discussion/Action</i>	E.1.	Internal Board Elections	
		<p>We do not have guidelines on how to handle the vote itself. Morton says she believes it's by seniority, however Lorien states that bylaw was removed. Board discussion on who will take on future positions. Board discusses Aubrey president and Jonathan as clerk. Scott shares job descriptions of each position.</p> <p>Scott Mikal shares various support and training available for Board President and clerk. Discussion amongst Board members on logistics of position and duties for each role.</p>	

Lorien makes a motion to elect Trustee Puetz for the position of Board President
Trustee Farell seconds the motion. Vote carries as follows (5/0) all in favor.

Malik-YES
Aubrey-YES
Lorien-YES
Mindi-YES
Jonathan-YES

Mindi makes a motion to elect Jonathan Farrell as clerk, Lorien seconds, vote
carries as follows (5/0) all in favor.

Malik-YES
Aubrey-YES
Lorien-YES
Mindi-YES
Jonathan-YES

Mindi Morton makes a motion to elect Lorien as Timekeeper,
Malik Goodman seconds the motion. The vote carries as follows (5/0)

Malik-YES
Aubrey-YES
Lorien-YES
Mindi-YES
Jonathan-YES

Discussion/ Action



E.2.

Establish Regular Meetings Days and Times (Board Meeting Calendar)

Scott Mikal hands out a proposed calendar document. Shares his thoughts on
possibly moving the meeting to Wednesday. Aubrey shares that Wednesday is
not a good day because of a conflict with her weekly dance class. Discussion
regarding day of the week for Regular Board Meeting.
Trustee Morton likes tuesday.

Lorien makes a motion to keep Regular Board meetings to second Tuesday of the m
Trustee Morton seconds the motion, the vote carries as follows: (5/0)all in
favor.

Malik-YES
Aubrey-YES
Lorien-YES

		<p>Mindi-YES Jonathan-YES</p> <p>Discussion moves to January and August meeting dates. As well as June meeting date. Scott makes a proposal for not having a meeting in July. Scott then updates the Board on the December meeting date change, required by law for the December meeting.</p> <p>Trustee Goodman questions skipping the July meeting. Discussion ensues regarding pros and cons of not holding a July meeting.</p> <p>Morton shares she would like to open discussion about scheduling a board retreat in August. After viewing the proposed Board Calendar and its updates, Lorien makes a motion to approve the proposed new Board Meeting Calendar, Aubrey seconds the motion. The vote carries as follows (5/0) all in favor.</p> <p>Malik-YES Aubrey-YES Lorien-YES Mindi-YES Jonathan-YES</p>	
<i>Discussion/Action</i>	E.3.	Annual Review of Governance Calendar (see gold backup)	
		<p>Aubrey asks if it can be a standing agenda item each month. Scott clarifies the function of the governance calendar. Malik suggests adding a section to the Board report.</p> <p>Aubrey asks to add I-ready language. Trustee Goodman suggests moving this item to January.</p>	
	H.	Review Progress towards the goals/ describe any changes to the goals. (see yellow back up)	
		Scott Mikal clarifies these are his performance review goals. Discussion on how to adhere to goals and regularly follow up on goals throughout the goals. Scott also shares the Board can adopt their own set of goals.	
	9.	PUBLIC COMMENT ON CLOSED SESSION ITEMS	
	10.	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 Scott Mikal	
	C.	Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	11.	RECESS /RECONVENE - Report Out on Closed Session – Malik Goodman	
	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: Scott Mikal	
	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).	
<i>Discussion</i>	12.	FUTURE AGENDA ITEMS DISCUSSION	
	13.	UPCOMING MEETINGS: January 9 , 2023	
	14.	ADJOURNMENT 7:53pm	

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)}

12/12/2023

Malik Goodman, Board President

Date

12/12/2023

Scott Mikal-Heine, Superintendent/Principal

Date