

TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

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BOARD OF TRUSTEES SPECIAL MEETING MINUTES TUESDAY AUGUST 20, 2024 4:00 PM GRIZZLY HILL SCHOOL-RM 4

	1.	CALL TO ORDER : 4:01 PM			
	2.	ROLL CALL			
		Aubrey Puetz Jonathan Farrell Mindi Morton Lorien Whitestone Malik Goodman	President Clerk NCSOS Representative Member Member	Present Present present present Present	
	3.	ATTENDEES: Sunshine Bender CBO, Marisol Estrada E.A., Eli Gallup, Jordan Kohler Facilities Director, Cindy Browning Student Services, Diana Pasquini, Kristin Snell, Jenny Jenson			
Action	4.	APPROVAL OF THE AUGUST 20th , 2024 SPECIAL MEETING AGENDA – Aubrey Puetz			
		Trustee Puetz requests a motion to approve. Trustee Goodman makes a motion to approve, Trustee Whitestone seconds the motion. Vote carries as follows: Trustee Puetz-Yes Trustee Goodman-Yes Trustee Morton-Yes Trustee Whitestone-Yes Trustee Farrell-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 one present for Public Comment	
	6.	DISCUSSION / ACTION	
Discussion/Action	A.	Shall the Board approve the Job Description for Parent Liaison. - <i>Sunshine Bender</i> (See Salmon Backup)	
		Sunshine gives clarification on why the Job Description is being brought back to the board for review. The original job description was not bargained with the classified bargaining unit therefore the job description was invalid. The new bargained job description is what is being brought to the board. Trustee Whitestone makes a motion to approve, Trustee Morton seconds the motion, Vote carries as follows: Trustee Puetz-Yes Trustee Goodman-Yes Trustee Morton-Yes Trustee Whitestone-Yes Trustee Farrell-Yes	
Discussion/Action	B.	Shall the Board approve Shelline Martines as the recommendation for the Parent Liaison Position with the Step Placement of E8. <i>Sunshine Bender</i> (See Green Backup)	
		Trustee Morton asks for some background on the candidate's education and qualifications. Sunshine offers clarification on why the step placement recommendation is what is being offered. There is continued discussion around the placement step the parameters of which salaries are set. Salary will be paid through the Community Schools Grant Trustee Puetz seeks a motion. Trustee Whitestone makes a motion to approve, Trustee Goodman seconds the motion. Trustee Puetz-Yes Trustee Goodman-Yes Trustee Morton-Yes Trustee Whitestone-Yes Trustee Farrell-Yes	
	C.	Shall the Board approve the Surplus of a stove at the Oaktree Campus- <i>Sunshine Bender</i> (See Blue Backup)	
		Trustee Puetz seeks a motion. Trustee Morton makes a motion to approve, Trustee Whtiestone seconds the motion. Discussion: Sunshine reviews the steps needed to remove the stove and possible places it can be discarded. Stove will be removed. Will publicly post for best offer on website, Mother Truckers, and NSJ post office. Vote carries as follows:	

		Trustee Puetz-Yes Trustee Goodman-Yes Trustee Morton-Yes Trustee Whitestone-Yes Trustee Farrell-Yes		
	D.	Shall the Board approve the Amendment to Article 3 of the Superintendent Contract-. <i>Sunshine Bender</i> (see white backup)		
		Trustee Puetz seeks a motion. Trustee Morton makes a motion, Trustee Farrell seconds the motion. Vote carries as follows: Trustee Puetz-Yes Trustee Goodman-Yes Trustee Morton-Yes Trustee Whitestone-Yes Trustee Farrell-Yes		
<i>Discussion</i>	A.	Fiscal Stabilization		
<i>Presenter/Discussion</i>		1. Facilities	Jordan Kohler	
			Jordan Introduces himself and gives some background on his career. Jordan gives some insight as to the next steps for starting to spend bond money. An oversight committee would be the next step in bond fund expenditures. Suggests having the oversight committee be a collaborative effort. Gives an update on the facilities he's looked at so far on the Grizzly Hill Campus including, the fire alarm system, HVAC in the Gym, Solar system maintenance, and Washington School retaining wall. State funding discussion- How we may be able to obtain reimbursement dollars. Architect in Schools is more of a tradesman. There is a process to qualify for reimbursement. In order to be reimbursed the project must be DSA approved which requires an architect. Gives an example of how the reimbursement process would work using our fire alarm system. Discussion continues around various projects on the school site and how we can seek reimbursement through our bond. Trustee Goodman-What is the cycle for them upgrading code requirements- every 2 years the codes are updated/revised. Jordan clarifies there are no major changes to the fire portion.	

		Aubrey states the board's next step is to set up the oversight committee. Jordan suggests that the fire alarm get done prior to spending bond funds. Since not DSA approved it is on the district to bring it up to code. Jordan shares Nevada County is going to help with assessment needs for small districts. We will follow up to see if we are on the list. Discussion moves to Architect bids- We have posted the Notice to bidders twice and have only received one application thus far. Percentage on cost will vary per firm. That will be included in any bid. Aubrey asks what we can do to reach bidders. Jordan will partner with a colleague to see what steps need to be taken to find an architect. Jordan offers to reach out to see if we can get some submissions. Jonathan asks if it can be a joint project between multiple bidders, the answer is yes. Sunshine and Admin team will put out the RFQ again to request bids. Board will work on getting an oversight committee together. Maintenance- Jordan will share templates for maintenance checks and balances. There are some plans for maintenance PD's at the county to help develop and train school site grounds and maintenance workers. Also working on a maintenance checklist for school sites. Will include guidelines on what each maintenance project should entail. The Board would like to see a daily maintenance schedule put together as well.	
<i>Presenter/Discussion</i>	2. Special Education	Eli Gallup	
		Eli begins by stating that he wants to work with the leaders already in place at Grizzly Hill School to take his report recommendations and turn them into concrete suggestions of how to address these issues. Trustee Whitestone shares some insight to her personal experience with the school and concerns around the level of which students are behind. Increasing the support for all students not singling out	

		“special needs” but remembering that all students are general education students first. Trustee Goodman- Wants to address the issue as it pertains to the budget. How can we effectively use the adults on campus to make sure we are strategically using our staffing to address these concerns. How do we staff to address all needs while still providing support to Special Education needs. Erik- we have to look at our special education population first to see where students are and what services they may be able to exit out of. The first area to look is with speech, feels we are overidentified in speech. First look at identification, qualification metrics, how many students are coming in already with an IEP. Look at annuals or reassessments. Overidentification can come down over time and will not cost any money. Partnered with Cindy to start BPST (basic phonics skills test) reading screener to start grouping students. Usually done every reporting period. This will be conducted generally for (k-2) students. Cindy shares some insight to what the test entails and what information can be gained from the assessment. Erik clarifies we have the resources we just have to leverage them to get the most out of the service providers we already have. Erik has an expectation that all teachers will do a “vertical articulation” , a way in which the teacher passes on information on each student to the new teacher. Adam Percy gives the recommendation that students practice transitioning between teachers for different subjects. Is there a way to give parents and students the awareness of what to expect when they move on to high school, separate from just academic standards. Including social emotional standards, socioeconomic awareness as well as academics. Discussion around the benefits of moving from class to class. Trustee Goodman asks the question of how a plan like this gets executed. Eriks shares this is not something that we can tackle immediately. There are state attendance and Calpads guidelines that need to be put into place. We have i-ready which gives us good data that will move	
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		with each student. Whitestone - suggests study buddies with some type of incentive for helping. Sunshine shares PD topics with the board- first day was UDL training, Trauma Informed training was the second day. Both were hosted by the county. Next topic is attendance-Parent Liaison position will tackle attendance mediation. Need to look at what the barriers are for students making it to school. Eli recommends a strong partnership with Dr. Crawford and the board for him to gather information and use his background to address the concerns on campus.	
	7.	FUTURE AGENDA ITEMS: Composting, bus stop, enrollment packets, bullying curriculum, Fiscal Stabilization ongoing report.	
	8.	UPCOMING MEETINGS: September 10th ,2024 4PM	
	9.	PUBLIC COMMENT ON CLOSED SESSION ITEMS	
		No one available for public comment. Open session ends at 5:30pm.	
	10.	CLOSED SESSION- Called to order 6:10pm	
	A.	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.	Public Employee Appointment/ Employment Title: Superintendent (Government Code § 54957)	
	11.	RECESS /RECONVENE - Report Out on Closed Session	
	A.	Reportable Action Taken Regarding Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Scott Mikal	
	B.	Reportable Action Taken Regarding Public Employee Appointment/ Employment Title: Superintendent (Government Code § 54957)	
	12.	ADJOURNMENT: 7:20pm	

This agenda was posted at least 24 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)}

08/20/2024

Dr. Erik Crawford, Superintendent/Principal	Date
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08/20/2024

Aubrey Puetz, Board President	Date
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