

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

TUESDAY June 10th, 2025

4:00 PM

GRIZZLY HILL SCHOOL-Room 4

	1. CALL TO ORDER: 4:05																
	2. ROLL CALL																
	<table><tr><td>Aubrey Puetz</td><td>President</td><td>present</td></tr><tr><td>Jonathan Farrell</td><td>Clerk</td><td>present</td></tr><tr><td>Lorien Whitestone</td><td>Member</td><td>Absent</td></tr><tr><td>Malik Goodman</td><td>Member</td><td>present</td></tr><tr><td>Jennifer Jensen</td><td>Member</td><td>present</td></tr></table>	Aubrey Puetz	President	present	Jonathan Farrell	Clerk	present	Lorien Whitestone	Member	Absent	Malik Goodman	Member	present	Jennifer Jensen	Member	present	
Aubrey Puetz	President	present															
Jonathan Farrell	Clerk	present															
Lorien Whitestone	Member	Absent															
Malik Goodman	Member	present															
Jennifer Jensen	Member	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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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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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 3 competitive bids outside of the CUPCCAA process, to make the most cost effective, and informed 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 CUPCCAA (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	
Discussion/Action	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	
Disclosure	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.	
Discussion/Action	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.	
Discussion/Action	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

