

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, March 09, 2021 @ 4:00 PM
Via Zoom**

The TRES D Board of Trustees will participate via Zoom Teleconference. The public also has access through Zoom in order to observe and address the meeting. Please contact the District Office at (530) 265-9052 for access information. This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. Members of the public may also attend via Zoom in order to observe and address the meeting.

1. CALL TO ORDER

The regular meeting of the Twin Ridges Elementary School District Board of Trustees was called to order at 4:12 PM on Tuesday, March 9, 2021.

2. ROLL CALL

Four members were present. A quorum was established.

Rachel Kozloski	Absent (Rachel joined the meeting at 4:25 PM)
Malik Goodman	Present
Lorien Whitestone	Present
Hilary Hulteen	Present
Mindi Morton	Present

3. APPROVAL OF March 09, 2021 REGULAR AGENDA

Hilary Hulteen moved to approve the March 9, 2021 regular meeting agenda, Lorien Whitestone seconded, motion approved 4/0/1/0 as follows:

Rachel Kozloski	Absent
Malik Goodman	Yes
Lorien Whitestone	Yes
Hilary Hulteen	Yes
Mindi Morton	Yes

4. 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.

5. **CONSENT ITEMS.** *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.*

A. Approval of February 9, 2021 Regular Board Meeting Minutes



B. Approval of February 24, 2021 Board Retreat Minutes



C. Approval of February 2021 Warrants



Lorien Whitestone moved to approve the consent items 5A ,5B, and 5C as presented, Hilary Hulteen seconded, motion approved 4/0/1/0 as follows:

Rachel Kozloski	Absent
Malik Goodman	Yes
Lorien Whitestone	Yes
Hilary Hulteen	Yes
Mindi Morton	Yes

6. REPORTS

Discussion/Info.

A. Family Resource Center Report – *Kristin Snell*

- Funding developments. More information next week.
- Food Pantry and Clothes Closet fully operational.
- Tech. Area open by reservation on Wednesdays from 10 Am to 2 PM. Community members can call to reserve a spot.
- Excited about a preschool opening on the Oak Tree Campus and looking forward to the collaboration.
- Anticipating reopening playgroups one or two days per week.
- Summer Sports Camp program will take place.
- Art Camp has been put on the back burner due to lack of funds.

****Rachel Kozloski joined the meeting – 4:25 PM****

Discussion/Info.

B. Washington School Report – *Rachel Kozloski*

Washington School continues to serve the Washington community including regular attendance of high, middle, and elementary school student.

There seems to be potential for new kindergarten students for the 2021/21 school year.

Discussion/Info.

C. Board Report - *Rachel Kozloski*

No Board Report.

7. DISCUSSION/ACTION ITEMS

Discussion/Action

A. Audit Report 2019/20 – *Michelle Hanson*



- Encouraged board members to read the auditor's letter.
- Audit was represented fair and truthful.
- TRES D is unique in that it has additional funds outside the County Treasury.
- Adjustments were made to funding source for the Asphalt Sport Court project .
- Seven (7) total findings, primarily identifying internal controls weakness. There were no improprieties.
 - Cash disbursement findings.
 - Segregation of duties
 - Kelly and Sunshine should not be signing contracts on behalf of the District.
 - Cash deposits should be made weekly (monthly at the latest)

- There should be a second set of eyes on all journal entries.
- Reconcile bank statements monthly.
- State compliance
 - Instructional Minutes
 - Facilities Inspection Tool (FIT)
 - Teachers sign attendance rosters
- TRES D will have a new auditor next year.
- Concern regarding unsustainable pattern of deficit spending
- Recommend that County Office should remain involved as a back source.

Discussion/Action

B. Budget Revision(2) and Second Period Interim Report - Darlene Waddle



- Looking for a new auditor for next year. Michelle has done an excellent job for TRES D.
- Increase LCFF Funding to non-basic aid funding means we don't have to pay charters \$300k). Next year be prepared to pay these fees.
- Additional CARES Act funds (\$138k).
- Changes due to additional custodial and clerical employees due to COVID.
- Use funds from General or Malikoff proceeds to cover the basketball court project.
- Positive fund balance.
- **Will explore putting together a budget workshop for board members in the next couple of months.**

Malik Goodman moved to approve the Budget Revision (2) and Second Period Interim Report as presented, Lorien Whitestone seconded, motion approved 5/0/0/0 as follows:

Rachel Kozloski	Yes
Malik Goodman	Yes
Lorien Whitestone	Yes
Hilary Hulteen	Yes
Mindi Morton	Yes

Discussion/Action

C. Consolidated Application and Winter Report - Darlene Waddle Lilac



This report is informational only and reflects Title I, II, IV, and V revenue and expenses for three academic years 2018-2021.

Discussion/Action

D. Land Use (Oak Tree Campus) – Tabor Teachout

Tabor Teachout asked the Board to formally approve his request to graze his sheep on land located on the Oak Tree School campus. He will assume all liability and hold the District harmless in any and all events involving his sheep, dogs, equipment, property. He is not able to provide insurance.

Board will seek counsel and address this item at a future board meeting.

Discussion/Action

E. Water Use Oak Tree Park and Recreation District – *Mindi Morton*

Jennifer Bliss asked the Board to approve access to water on the Oak Tree School campus to use for irrigation for an orchard project on Oak Tree Park and Recreation District property adjacent to the campus.

Board will seek counsel and address at the April board meeting.

Discussion/Action

F. Resolution 21-03: Criteria for Determining Seniority Tie Breaker – *Melissa Madigan*

Morton moved to approve Resolution 21-03, Criteria for Determining Seniority Tie Breaker, as presented. Lorien Whitestone seconded. Motion approved 5/0/0/0 as follows:

Rachel Kozloski	Yes
Malik Goodman	Yes
Lorien Whitestone	Yes
Hilary Hulteen	Yes
Mindi Morton	Yes

Discussion/Action

G. Resolution 21-04: Reduction of Certificated Staff for the Upcoming School Year (2021/2022) – *Melissa Madigan White*

Hilary Hulteen moved to approve Resolution 21-04, Reduction of Certificated Staff for the Upcoming School Year (2021/2022), as presented. Malik Goodman seconded. Motion approved 5/0/0/0 as follows:

Rachel Kozloski	Yes
Malik Goodman	Yes
Lorien Whitestone	Yes
Hilary Hulteen	Yes
Mindi Morton	Yes

Discussion/Action

H. Resolution 21-05: Reduction of Classified Staff for the Upcoming School Year (2021/22) - *Melissa Madigan White*

Lorien Whitestone moved to approve Resolution 21-05, Reduction of Classified Staff for the Upcoming School Year (2021/2022), as presented. Malik Goodman seconded. Motion approved 5/0/0/0 as follows:

Rachel Kozloski	Yes
Malik Goodman	Yes
Lorien Whitestone	Yes
Hilary Hulteen	Yes
Mindi Morton	Yes

Discussion/Action

I. CTA Sunshine Proposal 2021 - *Melissa Madigan Emerald*

CTA presented their Sunshine Proposal for 2021. The contract is grossly out of date. We will need to be revamped entirely. Malik Goodman will serve as part of the negotiation team.

Discussion/Action

J. Revisit Board Policies (Parent Involvement) - *Rachel Kozloski*

This item tabled.

Discussion/Action

K. Approve Board Policies (6000s – Part 2 of 2) – *Rachel Kozloski*

Lorien Whitestone moved to approve the Board Policies (6000s Part 2 of 2) with the following changes:

6154/page 145 – Late Homework 'Yes'
Remove all High School policies.

Malik Goodman seconded. Motion passed 5/0/0/0 as follows:

Rachel Kozloski Yes
Malik Goodman Yes
Lorien Whitestone Yes
Hilary Hulteen Yes
Mindi Morton Yes

Discussion/Action

L. Principal/Experiential Learning Director Job Description - *Melissa Madigan* *Salmon* 

Melissa Madigan presented a job description for Principal/Experiential Learning Director. The position requires a transformational leader to implement/incorporate all that the Board wanted to lead us in the direction of becoming an experiential learning school district. Melissa Madigan offered part of her salary to fund this position. Rachel Kozloski, Board President, stated that she was not in favor of this option.

Mindi Morton moved to approve the Principal/Experiential Learning Director job description as presented. Malik Goodman seconded.

Rachel Kozloski Yes
Malik Goodman Yes
Lorien Whitestone Yes
Hilary Hulteen Yes
Mindi Morton Yes

Discussion/Action

M. Facilities Ad-hoc Committee Report – *Rachel Kozloski*

The Facilities Ad-hoc Committee will report after they have an opportunity to meet again.

Discussion/Action

N. Preschool Location - *Melissa Madigan*

The new TRES D preschool will be located in the Phoenix Building at Oak Tree School. We are looking forward to working with the Family Resource Center cooperatively sharing the space.

Discussion/Action

O. Board Member Back Pay - *Kelly Moreno*

Malik Goodman moved to approve back pay of the Board stipend for Hilary Hulteen (to the date she took office, and for Lorien Whitestone (to the beginning of the current fiscal year 07/2020). Mindi Morton seconded. Motion passed 5/0/0/0 as follows:

Rachel Kozloski Yes
Malik Goodman Yes
Lorien Whitestone Yes
Hilary Hulteen Yes
Mindi Morton Yes

Discussion/Action

P. Public Relations/Events – *Melissa Madigan*

Table to future meeting. Create sub-committee.

Discussion/Action

Q. Revised School Year Calendar 20/21 - *Melissa Madigan* *White* 

Mindi Morton moved to approve the revised 2020-21 Calendar. Hilary Hulteen seconded. Motion passed 5/0/0/0 as follows:

Rachel Kozloski Yes
Malik Goodman Yes

Lorien Whitestone Yes
Hilary Hulteen Yes
Mindi Morton Yes

Discussion/Action

- R. Website Navigation – Kelly Moreno**
Submit all website concerns to Kelly Moreno.

Discussion/Action

- S. Superintendent's Report – Melissa Madigan**
- We are entering the final trimester of this school year.
 - Appreciate staff's commitment to showing up and serving our students.
 - NCSoS will meet with us to review our budget.

- 8. PUBLIC COMMENT ON CLOSED SESSION ITEMS – Rachel Kozloski**
NO CLOSED SESSION.

9. CLOSED SESSION

A. Public Employee Discipline/Dismissal/Release (Government Code § 54957(b))

- 10. RECESS /RECONVENE - Report Out on Closed Session – Rachel Kozloski**

A. Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release

Discussion

- 11. FUTURE AGENDA ITEMS DISCUSSION**

- 12. UPCOMING MEETINGS: April 13, 2021**

- 13. ADJOURNMENT**

Meeting adjourned at 6:00 PM

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

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)}



Rachel Kozloski, Board President

04/13/2021
Date