



# TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

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## BOARD OF TRUSTEES REGULAR MEETING MINUTES FRIDAY, DECEMBER 13TH, 2024 4:00 PM GRIZZLY HILL SCHOOL-Room 4


	1.	<b>CALL TO ORDER: 4:07</b>			
	2.	<b>ROLL CALL</b>			
		Aubrey Puetz Jonathan Farrell Mindi Morton Lorien Whitestone Malik Goodman	President Clerk NCSOS Representative Member Member	Present Present Present Absent Present	
	3.	<b>ATTENDEES:</b> Michelle Hanson, Alicia Lauder, Ashley Robles, Kristin Snell,			
Action	4.	<b>APPROVAL OF THE DECEMBER 13TH , 2024 REGULAR AGENDA – Aubrey Puetz</b>			
		<b>Aubrey seeks a motion for the approval of the December 13th 2024 agenda, with the addition of line item #9 Future board Items.</b>  Trustee Morton Makes a motion, Trustee Goodman seconds the motion. The vote carries as follows: (4/0/1/0)  Puetz-Yes Farrell-Yes Morton-Yes Goodman-Yes Whitestone-Absent			
	5.	<b>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)			




		<b>Nobody present for public comment</b>	
Action	<b>6.</b>	<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	<b>A.</b>	Shall the Board approve the November Warrants ( <i>white backup</i> )	
Action	<b>B.</b>	Shall the Board approve the November 12th Regular Meeting Minutes? ( <i>see red text backup</i> )	
Action	<b>C.</b>	Shall the Board approve the Interdistrict Transfer (OUT)	
		<p>Aubrey Seeks a motion for all 3 consent agenda items. Trustee Goodman makes a motion, Trustee Farrell seconds the motion.</p> <p>Discussion about the interdistrict transfer, it is clarified that it is a transportation issue for the family and that our enrollment would go to 102 after losing this student.</p> <p>Trustee Goodman asks if there are any questions regarding minutes. Board Members responded that they did not have questions and that they had read the minutes.</p> <p>Motion is brought to a vote, the vote carries as follows: (4/0/1/0)</p> <p>Puetz-Yes Farrell-Yes Morton-Yes Goodman-Yes Whitestone-Absent</p>	
	<b>7.</b>	<b>REPORTndS</b>	
Report	<b>A.</b>	Family Resource Center Report - <i>Diana Pasquini</i>	
		Diana not present for the in person report, Aubrey shares highlights from Diana about the monthly activities at the FRC. They had a successful craft day, as well as other holiday happenings at the FRC.	
Report	<b>B.</b>	TRTA - <i>Adam Percy</i>	
		Assemblies update-Students congratulated each other, more recognition, also highlighted sports and the girls basketball team. There is school spirit, team spirit and an overall change in our Grizzly Hill campus. Adam highlights the overall improvement of behavior, demeanor, responsibility, staff expectations, safety. Our school has seen an improvement in multiple areas from academics, to school culture, behavior, etc. Fewer insults, less vulgar language, more respect for staff and each other.	

Report	C.	Little Acorns- <i>Alicia Lauder</i>													
		<p>Alicia Lauder-</p> <p>Share's highlights on enrollment.</p> <p>Assessments are complete. All of the students are hitting on level marks.</p> <p>Alicia highlights her canvassing in the community, more community members know we are here.</p> <p>Love's having a mixed age group. It is valuable to both age groups to have each other's influence.</p> <p>Secured funding for playground (\$2000) to go towards playground improvements but have not received the check yet. Alicia concludes her report with a slide show of some of the daily activities at little acorns. Older children are given the opportunities to be the models for the younger kids in the class. Alicia highlights the success of the program and how children are gaining skills in relationship building and academics alike. Feels the strength of the community and feels confident sending kids to Grizzly Hill as their next place of learning.</p>													
Report	D.	Superintendent/Principal Report - <i>Dr. Erik Crawford</i>													
		<p>Girls Basketball- updates the board on the conclusion of the season with highlights of the teams performance. Boys basketball will be starting at the beginning of the year. Upcoming events-Girls Bball tournament &amp; winter dinner.</p> <p>Next Dr. Crawford moves to information on architectural meetings and will share further updates later in the meeting. New clubs- guitar, fitness and movement with Jay Perry (pending vendor paperwork) Compost captain program has started with each class having students designated as captains.</p> <p>Shares that the SEL team will work on a garden revitalization project to make an outdoor wellness space for students and staff. Apples to Apples grant through Briar Patch Market to help Contribute to the garden project.</p> <p>Gives a brief background on Lisa (new school counselor)</p> <p>Visit to Washington School with Jordan Kohler is sched</p>													
Report	E.	<p>Little Acorns Preschool</p> <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>1</td><td>6</td><td>3</td><td>0</td><td>10</td></tr></table>	Age Groups	Age 2	Age 3	Age 4	Age 5	Total	Students	1	6	3	0	10	
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Report	F.	Community Schools- <i>Kristin Snell</i>													

		Family Forums and Circles of Support update-Playful parenting with Alicia Lauder as a guest speaker. Hosted by Renee and Kristin. Also did hands-on activities. Continues to be a great aspect of her work. Next topic is “caring for ourselves” Developing new topics for the next series of 5. Library update- Students and classes visiting on a limited basis right now. Working on a stronger volunteer system to get the library regularly operational. Working on a plan for teachers to access regardless of if there are volunteers present to facilitate the checking out or returning of books. Working on Ridge Connections next publishing. Talked with Taylor Langley about the new skate park, talked with students as well. Wants to see more student involvement around the community skate park efforts. Advisory Counsel still going strong. Brought three different surveys and had each group make suggestions on each group's survey, students, community members at large, business owners. Elop- 2 new clubs- guitar/fitness. Goblin Forge is still going strong and continues to be a success. Students were fully immersed in the experience. Great way for them to practice teamwork, collaboration, and problem solving. Planning of intersession breaks EIOP camps. Trustee Farrell asks what the policy is on skateboarding on our campus. Sunshine clarifies that our campuses do not allow any skateboarding during or outside of school hours. Opens us up to litigation if there were any accidents.							
Report		G.	Parent Teacher Club Report -Aubrey Puetz						
			Craft day coming up on Tuesday the 17th, all day for all grades. Winter Dinner update- switched the performance time to 5pm and dinner will start after the performance. A great event for the entire community.						
Report		H.	Current Enrollment - Grizzly Hill School						
			Grade	TK/K	1/2	3/4	5/6	7/8	Total
			Students	3/8	14/11	9/12	16/10	14/7	104
			Teacher	Clemens	Matteri	Hobbs	Pearcy	Hinrichs	
Report		I.	Board Report -Trustees						
			Nothing for board report						
	8.	DISCUSSION/ACTION ITEMS							
Discussion/Action		A.	Annual Organizational Meeting-Dr. Crawford/Marisol Estrada						
Discussion/Action		1.	Discussion on Board Positions						
			Aubrey begins with stating that she would like to keep						


		president, Mindi will continue to act as Trustee Representative, Jonathan will stay clerk, All positions remain the same. All trustees agree.	
Disclosure	2.	Certificate of Appointment In Lieu of Election/Oath of office for Aubrey Puetz, Lorien Whitestone, Jonathan Farrell. (see Salmon Backup)	
		Aubrey reads her oath of office, Jonathan takes his oath of office. Marisol Administers. Lorien is absent and will complete her oath accordingly at a later date.	
Discussion/Action	3.	Board Meeting Calendar- Annual Review (see white backup)	
		Board reviews proposed Calendar, Discussion on June meeting dates. Discussion on whether or not to have a meeting in July. The June meeting will be on the 3rd and 13th. No board meeting scheduled in July. Board requests a floating meeting for July. Trustee Godman asks when contracts begin again for Sunshine and Erik.	
Discussion/Action	<b>B.</b>	Local Indicators Dashboard Review- <i>Dr. Crawford</i>	
		Dr. Crawford shares Dashboard slide presentation- We do not currently have ELL students. We still have work to do academically, however, the needle is moving. Saw a decrease in chronic absenteeism. Shelline is doing a great job, keeping up with parent contact and following up when students are absent. Suspension data may not be accurate due to how they were being reported. Trustee Farrell asks how many suspensions we have this year. Erik gives a brief explanation of how many and what they are for. Gives his report looking at state comparison. Because we have seen improvement we a longer required as a district to participate in Differentiated Assistance. We will continue the work through UDL. Differentiated Assistance is no longer a requirement from the state for our district.	
Discussion/Action	<b>C.</b>	Shall the approve Board the MOU for the Classified Employee Summer Assistance Program- <i>Dr. Crawford (See Yellow backup)</i>	
		Dr. Crawford gives a brief overview of the plan and how it would affect the district. The district would be responsible for around 10% of the payroll tax. Trustee Goodman asks what the total amount would be. Can't answer specifics because it depends on how many sign up, and what amount each employee contributes. Trustee Farrell asks if they can periodically change their enrollment, Sunshine answers that yes they are able to make changes to	

		<p>the initial request. If they withdraw early they don't get the match at the end of the year.</p> <p>Aubrey Seeks a motion to approve.</p> <p>Trustee Goodman makes a motion to approve, Trustee Farrell seconds the motion.</p> <p>Vote Carries as follows: (4/0/1/0)</p> <p>Puetz-YES Farrell-Yes Morton-Yes Goodman-Yes Whitestone-Absent</p>	
Discussion/Action	<b>D.</b>	<p>Shall the Board approve the Quote with Sierra Building Systems Inc.(proposal for the failed fire system)-<i>Dr. Crawford (see dark green backup)</i></p>	
		<p>Dr. Crawford refers to Sunshine to explain the process. The main unit will be moved from the gym. The proposal includes an upgraded system that will be compliant with all modernization projects, as well as tapping into existing fiber lines. Currently our system is non operational. Jordan offers some reassurance that they are a well recommended and local company. Jonathan asks how likely it is to have a change order to the original proposal, Jordan assures the board it is a disclaimer statement and it is unlikely.</p> <p>Aubrey Seeks a motion to approve</p> <p>Trustee Morton makes a motion to approve, Trustee Goodman seconds the motion.</p> <p>Vote carries as follows: (4/0/1/0)</p> <p>Puetz-Yes Farrell-Yes Morton-Yes Goodman-Yes Whitestone-Absent</p>	
Discussion/Action	<b>F.</b>	<p>Shall the Board approve the contract with Procure Therapy for counseling services at Grizzly Hill School.-<i>Dr. Crawford (see light green backup)</i></p>	
		<p>Dr. Crawford shares his experience with procure as a company and trusts the caliber of service provider they offer.</p> <p>Jonathan asks if the person still gets paid if there is an unscheduled closure, as this was an item he notices in the contract.</p> <p>Dr. Crawford shares the clause was originally put in in the event that there was a distance learning, or some type of natural disaster. Dr. Crawford gives some insight into how that type of situation would be handled in a real world scenario. He says in the event of a closure we would ask for the provider for an alternative day.</p>	

		<p>Aubrey Seeks a motion to approve. Trustee Morton makes a motion to approve, Trustee Farrell seconds the motion. Vote carries as follows: (4/0/1/0)</p> <p>Puetz-Yes Farrell-Yes Morton-Yes Goodman-Yes Whitestone-Absent</p>	
Discussion/Action	<b>G.</b>	<p>Shall the Board approve the Measure “A” Bond Audit from Michelle Hansen-<i>Dr. Crawford (see blue backup)</i></p>	
		<p>Michelle reports for the board- Here to communicate relevant information to the board as well as to clarify the deadlines and purposes of the report. This is a favorable audit. No internal control findings this year. 2 findings in the state compliance letter, due to the late start of ELOP program, second finding was immunizations although that item has shown vast improvement from previous years . Minor corrections from audit findings.</p> <p>Aubrey Seeks a motion to approve. Trustee Morton makes a motion to approve, Trustee Farrell seconds the motion. Vote carries as follows: (4/0/1/0)</p> <p>Puetz-YES Farrell-Yes Morton-Yes Goodman-Yes Whitestone-Absent</p>	
Discussion/Action	<b>H.</b>	<p>Shall the Board approve the Audit for Twin Ridges Elementary School-<i>Dr. Crawford (see Goldenrod backup)</i></p>	
		<p>Aubrey Seeks a motion to approve. Trustee Morton makes a motion to approve, Trustee Goodman seconds the motion. Vote carries as follows: (4/0/1/0)</p> <p>Puetz-Yes Farrell-Yes Morton-Yes Goodman-Yes Whitestone-Absent</p>	
Discussion/Action	<b>I.</b>	<p>Shall the Board approve the 1st Interim Budget for Twin Ridges Elementary School District-<i>Dr. Crawford (see white backup)</i></p>	

		<p>Sunshine to present on 1st interim- Gives some highlights- Federal revenue increase, going through final Esser funds and have been expensed. State revenue also increased due to the ASES universal grant. A large increase due to other schools not signing up.</p> <p>Sunshine shares some of the expenditures that are in place to spend as well as some of the funds that we have secured. Now that ELOP has expanded we will be able to spend all of the funding, we did lose some due to our program not being up and running. We still maintain carry over but the yearly amount decreased. We as a district will devise a plan to spend all of it.</p> <p>Decrease in restricted salary and benefits. due to a reduction in force. Service and operation increased, books increased.</p> <p>There were County program increases, goes over fund transfers as well as interest Payments.</p> <p>Trustee Goodman- questions the breakdown of special education costs. Sunshine clarifies to take the total amount and deduct the county payment. Board asks for AB602 funding, Sunshine will add it to her 2nd interim. Dr. Crawford adds he will be taking part in the county special education program. Sunshine gives a breakdown of the AB602 funds.</p> <p>Aubrey Seeks a motion to approve. Trustee Morton makes a motion to approve, Trustee Farrell seconds the motion. Vote carries as follows: (4/0/1/0)</p> <p>Puetz-YES Farrell-Yes Morton-Yes Goodman-Yes Whitestone-Absent</p> <p>Reconvene at 6:00pm from a brief recess.</p>	
<i>Discussion/Action</i>	<b>J.</b>	<b>Fiscal Stabilization-Dr. Crawford</b>	
		<p>The discussion on fiscal stabilization begins with Construction Updates- Costs are coming in substantially more than what was originally discussed. Had a meeting with Jordan Koehler the County Facilities Director, Joe Vella of AEDIS architects, as well as Sunshine, to talk about how we can make the build work. There are modernization funds that we would be able to apply for. We began the process previously but they were left on the table.</p> <p>If we apply there is a potential for another 800K in modernization funding. Dr. Crawford clarifies some of the numbers in regards to each project. Working with Jordan and Darlene he is confident that we can still complete modernization projects even with the elevated costs. Trustee Goodman wants clarification on the direct cost to the district that the projects would cost should we move forward. We are required to match the grant at 500K. The total cost</p>	

		<p>of two buildings will be 3.17M our expenditure as a district of that amount would be around 2M. Trustee Morton asks if it is up for debate if we do 1 classroom instead of 2. Mindi asks if we truly need this. Dr. Crawford says we optically have 8 years if we do not expand. Sunshine offers some insight as to how growing the Grizzly Hill school campus will offset some spending as well as open a door for bringing in revenue to the district.</p> <p>Discussion around the change in special education funding by the state and the federal government may change, and how this will affect our spending. The goal with this build is to make the other campuses net neutral and perhaps bring in revenue. Dr. Crawford agrees that this is a risk but this is our shot to expand and grow our programs here.</p> <p>Jonathan brings up the point that if we defer maintenance on other properties they will lose value.</p> <p>Malik- there is logistical convenience to the Oaktree campus. It is a risk to move the preschool here. It may cause families to choose town rather than coming here. Malik talks about the possibility of moving the 1st grade there. Sunshine points out the additional cost of that - Administrative cost, food service, transportation, etc. Dr. Crawford offers that our vans could be a possibility to bring preschoolers here. Discussion around the Preschool location on the Oaktree campus.</p> <p>Dr. Crawford- the cost of modernization is lower because we don't have to hold to the same standards as a school facility. If we change the other district building to community building the cost for improvement is lessened. Jonathan wants to point out that just because there is other money available, that doesn't mean we have to move forward.</p> <p>Malik- wants everyone to be clear that when we did the bond- the intent of the bond was for modernization not to build classrooms.</p> <p>Jordan addresses the bond- The bond can help but is restricted to facilities only. There are some cost savings measures that can be taken to start paying ourselves back from the increase in costs.</p> <p>Addresses the spiral costs.- reminds the Board these are estimated costs, the contract methodology will be brought to the board before any ground breaking. The architect will bring a guaranteed maximum cost. Jonathan asks if these contracts are padded to reflect the change orders that may occur. It is always up to the district to agree on the pricing brought to them before any ground is broken.</p> <p>Mindi says she is in favor as long as there is a plan for special ed here. Malik wants to hear from each board member what their cap is. Mindi responds she does not know at this point in time. Jonathan questions if we will have fulfilled our responsibility of the Bond in regards to the community. If we move forward with the build, how will we be able to complete the modernization projects we promised to the community? Malik wants to see how much of the actual money from the bond is going to the build vs. how much will be left for modernization projects already prioritized by the bond efforts. Jordan offers clarification of what the out of pocket cost will be. Malik asks the question if building the new classrooms will help us in attendance and in gaining new students.</p>	
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		<p>Mindy wants a list of everything that we want done we can offer the construction company a max amount. Each board member to bring facilities priorities to the group.</p> <p>Moving to Staffing- Malik asks if we have an overall view of next years staffing needs. Dr. Crawford responds it will be covered in our January meeting.</p> <p>Updated prioritization list</p>	
<i>Discussion/Action</i>	<b>K.</b>	Facebook Postings/ Responsibility regarding school business- <i>Dr. Crawford</i>	
		Aubrey points out which page is appropriate for Facebook board meeting posts Board meeting posts should be posted on the Twin Ridges Page. Access to facebook is Kristin, Sunshine, Marisol and Erin. Malik would like to see more posts of school events.	
<i>Discussion/Action</i>	<b>L.</b>	Grizzly Hill Sports Program- <i>Dr. Crawford (see purple backup)</i>	
		The board reviews the sports list.	
<i>Discussion/Action</i>	<b>M.</b>	Library book surplus- <i>Dr. Crawford</i>	
		No updates- Dr. Crawford explains its a man power problem- Malik asks if he can recruit volunteers to go through books. Dr. Crawford states that if the work is done after hours, no volunteer packet required .	
<i>Discussion/Action</i>	<b>N.</b>	Classroom Funds- <i>Dr. Crawford</i>	
		Dr. Crawford- All teachers get \$700 a month. Explains the process and procedure. Sunshine explains the reimbursement process. Discussion is had regarding the process for purchase orders, reimbursement requests, and if Teachers and staff are aware of the procedure. Sunshine and Marisol respond with what the system is and that staff has been made aware of it.	
<i>Discussion/Action</i>	<b>O.</b>	Transportation- <i>Dr. Crawford</i>	
		<p>Dr Crawford- shares a slideshow presentation regarding the possibility and sustainability of electric buses. Batteries are not yet sufficient enough to work in rural areas. Gives a cost breakdown from cost of bus, including maintenance, drivers, charging stations, insurance etc. to ongoing costs, logistics, scheduling, inspections, etc.</p> <p>There is discussion regarding operational logistics and if it is realistic to pursue this idea moving forward. Aubrey confirms that it will continue to be on the agenda as a talking point. Dr. Crawford has been invited to join the JPA consortium for transportation in Nevada County. Crawford says that with the build as the main priority, this is an item that we can keep on the radar for the future</p>	

Discussion/Action	P.	Washington School - <i>Dr. Crawford</i>	
		Jordan and Erik to walk the campus on Monday December 16th. Look at the retaining wall. Aubrey wants to set up a time to go to Washington as a board. Aubrey spoke with a community member who offered there may be some preschool age children in the community. Wants to make sure we are addressing anything that is school related and make sure we are doing our best to keep tabs on the growing community. Farrell requests an outside light on the Washington campus. Internet update, not eligible for e-rate on the Washington campus. Exploring other options with starlink as an alternative option. The county will supply us with a firewall as a guest network.	
Discussion/Action	Q.	Compost Committee Update- <i>Trustee Farrell/ Trustee Puetz</i>	
		Bypass due to time	
Discussion/Action	R.	Clinic on Wheels update- <i>Dr. Crawford</i>	
		Dates booked for January at the FRC. Normal rotation will be the 1st and 3rd of every month.	
Discussion/Action	S.	Martial Arts/ ELOP opportunities- <i>Dr. Crawford</i>	
		Bypass- information in Sups report	
Discussion/Action	T.	Board Meeting Agenda Posting Protocol- <i>Dr. Crawford</i>	
		Discussion around what the process should be going forward. A response Courtney Degoof was presented to the board. , Board agrees that the item will be brought back in January and to establish a policy on this item including agenda, minutes, etc.	
	9.	<b>Future Agenda items: Fire drills, Board visit to Washington School, Policy on minutes and agenda being given ahead of time. Board will come up with an opinion of their facilities priorities.</b>	
	10.	<b>UPCOMING MEETINGS: January 14 th, 2025</b>	
	11.	<b>PUBLIC COMMENT ON CLOSED SESSION ITEMS</b>	
		<b>No one present for public comment</b>	
	12.	<b>CLOSED SESSION:</b>	
	A.	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: 8:10PM</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)}



12/13/2024

Aubrey Puetz, Board President

Date

12/13/2024

Dr. Erik Crawford, Superintendent/Principal

Date

