



**LAKE TAHOE UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION MINUTES  
REGULAR MEETING OF OCTOBER 11, 2005**

EDUCATION CENTER BOARD ROOM  
1021 Al Tahoe Boulevard

5:00 PM - REGULAR CLOSED SESSION  
6:00 PM REGULAR OPEN SESSION

<b>Board Members / Reps.</b>	<b>Staff Members Present</b>	<b>Guests Present</b>	
Wendy David Barbara Bannar Doug Forte Madeline Fernald Sue Novasel  <b>Student Rep:</b> Mari Peshon	Dr. James Tarwater Beth Delacour Steve Morales Angie Freeman Harriett Lacey Suzy Krzaczek Jim Watson Carol Murdock Becky Fortier Karen Houser Paul Kushner Steve Hayward Scott Ramirez Marie Meagher	Kendra Nelson Dempsey Burtraw Shanon Piazza Taylor Hibler Jake Krzaczek Eric Shinault Becca Kushner Angela Swanson Kae Reed	Jillian Raney Krissy Guarino Nick Pillsbury Ashley Mieras Glory Pillsbury Nick Kushner Catie Kushner Dylan Sullivan Erika Cook

**Item 1. CALL TO ORDER**

The Open Session of the regular meeting of the Lake Tahoe Unified School District Board of Education was called to order by Wendy David at 5:04 p.m. at the Education Center Board Room.

**Items 2. ANNOUNCEMENT OF CLOSED SESSION ITEMS**

Wendy David announced items to be discussed in closed session at 5:00 p.m.

**Items 3-4. ADJOURN TO CLOSED SESSION/ RECONVENE TO OPEN SESSION**

Wendy David adjourned the regular meeting to closed session at 5:04 p.m. and reconvened into regular session at 6:06 p.m.

**Item 5. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was said.

**Item 6. APPROVAL OF AGENDA**

Mrs. Novasel made a motion to approve the agenda as submitted; Mrs. Fernald seconded the motion. *Ayes:* David/Bannar/Fernald/Forte/ Novasel. *Noes:* None.

**Item 7. ACTION ON ITEMS FROM CLOSED SESSION**

**A. Personnel Order No. 2005-06-04**

- i. Hire:* substitute teachers and instructional assistant.
- ii. Accept Change in Status:* teachers from "temp to perm" and perm to prob"
- iii. Accept Resignations:* .instructional assistants, office assistant, and counselor.

Mrs. Bannar made a motion to approve the personnel order as submitted; Mr. Forte seconded the motion. *Ayes:* David/Bannar/Fernald/Forte/Novasel. *Noes:* None.

**Item 8. COMMUNICATION FROM THE PUBLIC**

No Comments

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### **Item 9. PUBLIC HEARING**

#### **A. Pupil Textbook and Instructional Materials Sufficiency**

Wendy David opened the Public Hearing at 6:08 p.m. Dr. Tarwater explained that, under the Williams Settlement, the Board of Education is required to submit a resolution to the State determining that there are sufficient pupil textbooks and instructional material for the 2005/2006 school year. He provided signed copies of the Instructional Materials Survey in which each principal certified that their school is in compliance. There being no public comment, the Public Hearing closed at 6:10 p.m.

#### **B. Approve Resolution No. 2005/06-07, Pupil Textbook & Instructional Materials Sufficiency**

Having held a public hearing as required by law, the Board affirmed the District's position by this formal resolution. **Mr. Forte made a motion to approve Resolution No. 2005/06-07; Mrs. Novasel seconded the motion. Ayes: David/Bannar/Fernald/Forte/Novasel. Noes: None.**

### **Item 10. ANNOUNCEMENTS, CORRESPONDENCE, AND REPORTS**

#### **A. Report by South Tahoe Middle School Student Government**

Suzy Krzacek and fourteen of her Leadership students reported on the recent "Kid-a-thon" which raised approximately \$55,000 for the school, spirit days, student body elections, improving attendance, organizing relief efforts for victims of Hurricane Katrina, and attending leadership conferences.

#### **B. Report by South Tahoe High School Student Representative**

Mari Peshon reported on the High School's upcoming events – the Blood Drive on October 21<sup>st</sup>, a Halloween Dance on October 28<sup>th</sup>, "Crimes of the Heart" on November 3-6, and a Dodgeball Tournament in November.

#### **C. Report on Progress of Hurricane Katrina Sister School Adoption Program**

Angela Swanson reported on the progress of the Hurricane Katrina Sister School Adoption Program. The District has adopted Harrison County School District in Gulfport, MS, specifically Pineville Elementary. Dr. Tarwater has been in contact with their Superintendent, Mr. Arlege, who is very appreciative of the efforts of our community. Angela said that there will be receptacles at all of the school sites to collect supplies. They are teaming up with community members who can help with shipping these supplies after November 4<sup>th</sup>. She thanked the Board for their support in formally backing the adoption of a school district.

#### **D. Attendance Incentive Program Report**

Dr. Tarwater told the Board about plans to raise attendance rates at schools. In the first month of school, we've already seen an increase in rates, thanks to plans that principals are already developing. Right now, the attendance rate is at 95.6% district-wide. If this rate holds throughout the year, the District will have an extra \$600,000 at the end of the year. For their efforts, schools will receive 50% of the extra income generated by having students attend school on a regular basis. There will be all kinds of incentives for schools and students who keep up high rates, but there will also be some disincentives such as loss of privileges (parking, open campus, dances) or even having to do make up work on weekends or at the end of the day. Habitual truants will be referred to SARB (School Attendance Review Board) which could lead to severe consequences, including fines and criminal prosecution. Dr. Tarwater will bring more information to the next regular Board Meeting on October 25th.

#### **E. Board of Education Report**

**Doug Forte** enjoyed Back-to-School Nights at Sierra House and the Middle School. He also commended Suzy Krzacek on the outstanding job she did for the Kid-a-thon. Madeline Fernald was impressed with the well-attended Back-to-School Nights at Bijou and STMS. She also liked the changes that are occurring to support students. Sue Novasel attended Back-to-School Night at the Magnet School, Tahoe Valley, and STMS and saw the same level of energy and excitement everywhere. She also enjoyed the Kid-a-thon. Wendy David enjoyed BTS nights too. She thanked Passaretti's for their support of the Educational Foundation and CSR and provided information on the upcoming Board election forums.

#### **F. Superintendent Report**

Dr. Tarwater reported that staff members are busy working on intervention programs because two schools are being reviewed by the State due to their "Year Two Program Improvement" status. An update on what steps are being taken to improve test scores will be given at the next Board Meeting.

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**Item 11. DISCUSSION AND ACTION**

**A. Approve District Staffing Reorganization Plan**

Dr. Tarwater explained the proposal to reorganize the staffing at the District level to compensate for not hiring an Assistant Superintendent and Chief Financial Officer, which the Board approved at the last meeting. The District will contract with Terri Ryland, CPA, for financial consulting services at a cost of \$49,500 for the balance of the school year. Dr. Tarwater proposed spending \$40,000 to increase salaries of four individuals in the curriculum area, with a net saving of approximately \$290,000. Jackie Nelson and Jim Watson will take responsibility for many of the curriculum and assessment components for elementary and secondary and will ensure compliance in all categorical programs. Beth Delacour will also be taking on additional duties in the area of staff development, the homeless program, PE and music teachers, etc. Wilma Hoppe and Angie Freeman will also be adding to their duties to support these people in their respective areas. Safety issues will be under the direction of Steve Morales, Director of Facilities. Dr. Tarwater assured the Board that he will keep them informed on a regular basis regarding the progress of the reorganization plan.

**Mrs. Novasel made a motion to approve the District Staffing Reorganization Plan; Mrs. Bannar seconded the motion. Ayes: David/ Bannar/Fernald/Forte/Novasel. Noes: None.**

**B. Approve Appointment of Jim Watson as Principal/Director of Elementary and Jackie Nelson as Principal/Director of Secondary for the 2005/2006 School Year**

**C. Approve Job Descriptions and Appointment of Angie Freeman as Executive Assistant to the Superintendent and Wilma Hoppe as Executive Services Specialist for 2005/2006**

The Board, at its September 27, 2005 meeting voted to create four positions (existing positions with additional duties) to alleviate the Superintendent of duties in the curriculum and instruction and staff development areas in the absence of an Assistant Superintendent of Curriculum & Instruction. Dr. Tarwater explained the additional responsibilities that Mr. Watson, Mrs. Nelson, Mrs. Hoppe, and Ms. Freeman will assume for 2005/2006. They each will receive an increase in salary of \$10,000 for the additional duties.

**Mrs. Fernald made a motion to approve the appointment of Jim Watson, Jackie Nelson, Wilma Hoppe and Angie Freeman in the recommended respective capacities for the 2005/2006 school year; Mr. Forte seconded the motion. Ayes: David/ Bannar/Fernald/Forte/ Novasel. Noes: None.**

**D. Approve Application for Variable Term Waiver Request**

Beth Delacour explained that the District was unable to recruit a teacher with a Designated Subjects credential in Drivers Education after the retirement of Jack Lopez last year. Jim Kruk agreed to teach the class, but does not have up-to-date credentials. The District will apply to the California Commission on Teacher Credentialing for a waiver of Education Code §44260.4, along with and a waiver of Education Code §44252 for CBEST (California Basic Educational Skills Test) for James Kruk.

**Mrs. Fernald made a motion to approve the Application for Variable Term Waiver; Mrs. Bannar seconded the motion. Ayes: David/ Bannar/Fernald/Forte/Novasel. Noes: None.**

**E. Approve Application for Variable Term Waiver: CBEST for Substitute Teachers**

**Public Comment:** Carol Murdock applauded the District's efforts in trying to solve the substitute shortage, but said that teachers are being asked to give up their prep time when other teachers are absent and no sub is available. She offered several possible solutions to the problem.

Beth Delacour explained that, due to a shortage of qualified substitute teachers, the District will apply to the California Commission on Teacher Credentialing for a waiver of Education Code §44252(b) with regard to CBEST (California Basic Educational Skills Test) for approximately 100 individuals. A discussion ensued regarding the quality of substitute teachers, the pros and cons of hiring teachers without the CBEST, and what is currently happening due to the lack of substitute teachers. The Board agreed that this is not an ideal situation but the District needs to hire more subs as soon as possible.

**Mrs. Fernald made a motion to approve the Application for Variable Term Waiver: CBEST for Substitute Teachers ; Mr. Forte seconded the motion. Ayes: David/ Bannar/Fernald/Forte/Novasel. Noes: None.**

**Item 11. DISCUSSION AND ACTION** (continued)

**F. Approve No Child Left Behind (NCLB) – HOUSSE (California High Objective Uniform State Standard of Evaluation) – Part 1**

- i. Standards Aligned Professional Development in Assigned Area
- ii. Leadership and Service to the Profession in Assigned Area

Beth Delacour explained that the No Child Left Behind (NCLB) Act requires all teachers to verify subject matter competency by June 2006. Teachers who are not compliant can earn points in competency by participating in professional development activities or leadership and service in assigned areas. This is called HOUSSE, and the District must state publicly what training it will provide for teachers to earn points. Teachers can earn up to 100 points in various areas. The list is not exhaustive and more may be added to it as the year goes by.

**Mrs. Novasel made a motion to approve the No Child Left Behind California High Objective State Standard of Evaluation – Part 1; Mrs. Bannar seconded the motion. Ayes: David/ Bannar/Fernald/Forte/Novasel. Noes: None.**

**G. Approve Increase in Substitute Teacher Rates**

Beth Delacour explained that the District faces a shortage of substitute teachers for the 2005/2006 school year. A survey of the Western Slope shows the average substitute pay to be between \$100 and \$110 per day. The last increase in the sub teacher daily rate was in 1999 when it went from \$75 to \$90 per day. She estimates, based on last year's teacher absences, that an increase of \$10 per day / \$5 per half day would cost the District an extra \$26,000. Mrs. Delacour requested that the Board raise the sub rates from \$90 to \$100/day and raise half-day sub rates from \$45 to \$55.

**Mr. Forte made a motion to approve the increase in substitute teacher rates as submitted; Mrs. Fernald seconded the motion. Ayes: David/ Bannar/Fernald/Forte/Novasel. Noes: None.**

**Item 11. CONSENT AGENDA**

*The Board approved the following items:*

**Payment Order:** No. 2005/06-3

**Resolutions:** i. No. 2005/06-03, Declare Appropriations Do Not Exceed the Gann Limit; ii. No. 2005/06-04, Authorization to Purchase of School Bus

**Contracts:** i. MOU Between Family Resource Center and LTUSD; ii. Advanced Placement Agreement with LTCC for 2005/2006; iii. MOU Concerning Operation of the School Resource Officer Program

**Quarterly Investment Portfolio Report**

**Board Minutes:** August 9<sup>th</sup> and August 23<sup>rd</sup>.

**Mrs. Fernald made a motion to approve the Consent Agenda as submitted; Mrs. Bannar seconded the motion. Ayes: David/ Bannar/Fernald/Forte. Noes: None. Absent: Novasel.**

**Item 12. ADJOURN**

The meeting was adjourned at 7:50 p.m.

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**DR. JAMES TARWATER, SUPERINTENDENT  
AND SECRETARY TO THE BOARD OF EDUCATION**