



**LAKE TAHOE UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION MINUTES  
EMERGENCY MEETING OF JUNE 27, 2007**

EDUCATION CENTER BOARD ROOM  
1021 Al Tahoe Boulevard, South Lake Tahoe, CA

1:00 PM - EMERGENCY OPEN SESSION

Board Members / Reps.	Staff Members Present		Guests Present
Angela Swanson Sue Novasel Wendy David  <b>Absent:</b> Hal Cole Barbara Bannar	Dr. James Tarwater Debra Yates Wilma Hoppe Angie Freeman Beth Delacour Steve Morales	Steve Hayward Jim Watson Carla Zezula Mike Patterson Lynn Dupree Jerry Carter	

**Item 1. CALL TO ORDER**

The open session of the emergency meeting of the Lake Tahoe Unified School District Board of Education was called to order by Sue Novasel at 1:41 p.m at the Education Center Board Room.

**Item 2. PLEDGE OF ALLEGIANCE**

**Item 3. DETERMINATION OF NEED FOR EMERGENCY MEETING**

Mrs. David made a motion to determine that an emergency situation exists due to the unpredictable nature of the Angora Fire; Ms. Swanson seconded the motion. **Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None**

**Item 4. APPROVAL OF AGENDA**

Ms. Swanson requested that Item 8A be pulled from the agenda and voted upon separately due to a conflict of interest that she has with the item. **Ms. Swanson made a motion to approve the agenda as amended; Mrs. David seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None**

**Item 5. COMMUNICATION FROM THE PUBLIC**

Mike Patterson, Carla Zezula, and Steve Hayward gave the Board some information from the CTA/FACT Disaster Relief Fund regarding a grant program and interest-free loan program designed to help eligible teachers who have lost their homes in the Angora Fire. Beth Delacour said that approximately sixteen employees or retired employees have lost their homes in the fire. Mike Patterson said that STEA is raising money to help all school district employees in need.

**Item 6. PUBLIC HEARING AND APPROVAL OF PLANS**

**A. Public Hearing Regarding Adoption of 2007/2008 Budget**

The public received notice that the proposed 2007/2008 Budget has been available to preview at the Education Center since June 19, 2007. Mrs. Novasel opened the public hearing at 1:46 p.m. and hearing no comments regarding the proposed budget or any item in the budget, closed the public hearing at 1:47 p.m.

**B. Public Hearing Regarding Revised Five-Year Deferred Maintenance Plan**

The public was invited to comment on the revised State-mandated Five-Year Deferred Maintenance Plan. Mrs. Novasel opened the public hearing at 1:47 p.m. and hearing no comments regarding the proposed budget or any item in the budget, closed the public hearing at 1:48 p.m.

**Item 7. DISCUSSION AND ACTION**

**A. Presentation and Adoption of 2007/2008 Budget**

A hearing to allow the public to comment on the proposed budget was held under Item 6A. Dr. Tarwater request adoption of the proposed 2007/2008 Budget, saying that it will be brought back at the next meeting for a presentation and ratification. Lynn Dupree was available for questions. **Mrs. David made a motion to adopt the Budget with the understanding that a presentation will be made at the next meeting; Ms. Swanson seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None**

**ITEM 7. DISCUSSION AND ACTION (CONTINUED)**

**B. Approve South Tahoe High School Athletic Registration Form and Guidelines and Expectations Booklet**

Dr. Tarwater requested for approval proposal to consolidate all athletic forms into one, along with an informational booklet containing information regarding athletic participation and rules/regulations related to athletics. **Ms. Swanson made a motion to approve the Athletic Registration Form and Guidelines and Expectation Booklet. Mrs. David seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

**C. Approve Proposal for Implementation of Online Assessment Reporting System (OARS) and Software License Agreement with INSPECT™ at Lake Tahoe Unified School District**

Jim Watson gave the Board a report on how the system was selected and requested approval of the new online K-12 assessment reporting system that will monitor student performance in order to provide appropriate academic interventions and also requested approval of a software license agreement. **Ms. Swanson made a motion to approve the proposal for implementation of Online Assessment Reporting System (OARS) and software license agreement with INSPECT™ and Lake Tahoe Unified School District. Mrs. David seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

**D. Approve Format for Request for Statements of Qualifications for Architectural Services for Various Projects**

Dr. Tarwater explained that the Board is interested in obtaining statements of qualifications from architectural firms that may be interested in working with the District on various projects in the future, replacing the current firm of Murray & Downs Architects. Angela Swanson requested that more information be provided to prospective bidders on Exhibit 2 describing "various projects". She also requested to refine the cost containment on change order management and ask bidders to separate that piece into "owner-driven change orders" and "non-owner-driven change orders", and also ask for experience with "green designs". **Mrs. David made a motion to approve the format for the Request for Statements of Qualifications for Architectural Services for Various Projects. Ms. Swanson seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

**E. Approve Revised Five-Year Maintenance Plan**

A hearing was held to allow the public to comment on the revised plan under Item 6B and no comments were received. Dr. Tarwater recommended that the Board approve the plan. **Mrs. David made a motion to approve the Revised Five-Year Maintenance Plan. Ms. Swanson seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

**F. Approve Superintendent to Award Various Construction Contracts**

Steve Morales explained that the District is currently out to bid on several construction projects and scheduled Board Meetings will not align with time lines for the award of successful bid. He requested that the Board approve the Superintendent to award those bids to the successful low bidder. He also provided the Board with a status report on the conditions at the High School and the condition of the forest surrounding it which is threatened by the Angora Fire. **Ms. Swanson made a motion to approve the Superintendent to award various construction contracts Mrs. David seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

**G. Authorize Director of Facilities to Advertise for Bids for Various Projects**

Steve Morales requested authorization to advertise for bids for various projects at school sites, including carpet replacement; placement of relocatable classrooms; snowmelt, asphalt, equipment and hardware replacement; and parking lot overlay. **Mrs. David made a motion to authorize the Director of Facilities to advertise for bids for various projects. Ms. Swanson seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

**H. Approve Amendment to Employment Contract for Dr. James R. Tarwater, Superintendent**

Mrs. Novasel explained that the Board conducted a successful annual evaluation of the Superintendent's performance and recommended that the term of the employment contract be extended by one year to June 30, 2010. **Mrs. David made a motion to approve the amendment to Dr. Tarwater's employment contract. Ms. Swanson seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

**ITEM 7. DISCUSSION AND ACTION (CONTINUED)**

**I. Second Reading and Adoption of Revisions to Board Policies and Administrative Regulations – November 2006 Update.** Mrs. David made a motion to adopt the updated policies and administrative regulations. Ms. Swanson seconded the motion. **Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

*Replace BP/AR 0420 School Plans/Site Councils; Replace AR 0420.4 Charter Schools; Replace BP/AR 0430 Comprehensive Local Plan for Special Education; Add BP/AR 0520.4 Quality Education Investment Schools; Replace BP/AR 1330 Use of School Facilities; Replace BP/AR 3280 Sale, Lease, Rental of District-Owned Real Property; Replace BP/AR 3515.2 Disruptions; Replace BP 3517 Facilities Inspection; Replace BP 3580 District Records; Replace AR 4112.2 Certification; Replace BP/AR 4112.21 Interns; Replace BP/AR/E 4112.24 Teacher Qualifications Under the No Child Left Behind Act; Add BP 4114 Transfers; Replace BP/AR 4131 Staff Development; Replace BP 4131.1 Beginning Teacher Support/Induction;*

**i. Mrs. David made a motion to adopt the updated policies and administrative regulations. Ms. Swanson seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

*Delete BP/AR 4131.5 Professional Growth; Add BP/AR 4138 Mentor Teachers; Delete BP 4313.1 Load/Scheduling/Hours of Employment; Replace AR 5111.1 District Residency; Delete BP 5111.12 Residency based on Parent Employment; Replace BP/AR 5143 Insurance; Add AR 5144.2 Suspension and Expulsion/Due Process (Students with Disabilities); Add BP/AR 5148.2 Before/After School Programs; Add AR 6112 School Day; Replace AR 6159 Individualized Education Program; Replace BP/AR 6159.1 Procedural Safeguards and Complaint for Special Education; Replace BP/AR 6161.1 Selection and Evaluation of Instructional Materials; Replace BP/AR 6162.52 High School Exit Examination; Add BP/AR 7214 General Obligation Bonds; Replace BB 9220 Governing Board Elections; Delete BB 9221 Recruiting New Board Members; Replace BB 9323 Meeting Conduct.*

**J. Second Reading and Adoption of Revisions to Board Policies & Administrative Regulations – March 2007 Update.** Mrs. David made a motion to adopt the updated policies and administrative regulations. Ms. Swanson seconded the motion. **Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

*Replace AR/E 1312.4 Williams Uniform Complaint Procedures; Add BP 3515 Campus Security; Replace AR 4112.22 Staff Teaching Students of Limited English Proficiency; Delete BP/AR 4117.12/4317.12 Retirement Consultancy Contracts; Replace AR.4117.14/4317.14; Postretirement Employment; Replace BP 4140/4240; Bargaining Units; Replace BP 4141/4241 Collective Bargaining Agreement; Replace BP 4141.6/4241.6 Concerted Action/Work Stoppage; Replace BP 4143/4243 Negotiations/Consultation; Replace BP/AR 4143.1/4243.1 Public Notice - Personnel Negotiations; Replace BP/AR 4300 Administrative and Supervisory Personnel; Replace BP/AR 4313.2 Demotion/Reassignment; Delete AR 4317.3 Personnel Reductions; Replace BP 5119 Students Expelled from Other Districts; Delete AR 5119 Students Expelled from Other Districts; Delete BP 5141.24 Specialized Health Care Services; Replace AR 5141.24 Specialized Health Care Services; Add BP/AR 5141.27 Food Allergies/Special Dietary Needs; Replace AR. 4141.32 Health Screening for School Entry; Replace AR 5141.4 Child Abuse Prevention and Reporting; Replace BP/E 5145.6 Parental Notifications; Replace BP 6142.4 Service Learning/Community Service Classes; Replace BP/AR 6142.91 Reading/Language Arts Instruction; Replace BP/AR 6145.2 Athletic Competition; Replace BP 6146.1 High School Graduation Requirements; Replace BP/AR 6162.51 Standardized Testing and Reporting Program; Replace BP/AR 6164.4 Identification and Evaluation of Individuals for Special Education; Add BP/AR 6164.41 Children with Disabilities Enrolled by Their Parents in Private School; Replace BP/AR 6179 Supplemental Instruction; Replace BP 6190 Evaluation of the Instructional Program; Replace AR 7111 Evaluating Existing Buildings.*

**K. First Reading of Revisions to Board Policies and Administrative Regulations – Parent Involvement**

Dr. Tarwater explained that updates are required to policies in compliance with state and federal regulations for Categorical Program Monitoring. He requested that the Board review the policies and administrative regulations and provide any suggestions to him before the next meeting. *Replace BP / Add AR 6020 Parent Involvement; Replace BP/AR 6171 Title I Programs. No action was taken.*

**L. Personnel Order No. 2006-07-20** (Government Code 54957)

Beth Delacour explained that due to the emergency meeting, the personnel order has been moved to open session as no closed session is allowed during an emergency meeting. *Hire – instructional assistants for summer school, coach, summer school teachers; accept resignation – teachers and summer school teachers; Accept retirement – custodian (See Supporting Information).* Mrs. David made a motion to approve the personnel order as submitted. Ms. Swanson seconded the motion. **Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None.**

**BOARD OF EDUCATION MINUTES**  
**JUNE 27, 2007**  
**PAGE FOUR**

**Item 8. CONSENT AGENDA**

The Board pulled Item 8A. Approve Payment Order to vote upon it separately due to a conflict of interest that Ms. Swanson had with an item on the Payment Order.

**A. Approve Payment Order**

*i. No. 2006/2007-19 – Funds charged: general, cafeteria, capital facilities, and school facilities.*

**Mrs. David made a motion to approve the Payment Order as submitted; Mrs. Novasel seconded the motion.**

**Ayes: David//Novasel. Absent: Bannar/Cole. Noes: None. Abstain: Swanson**

***The Board approved the following consent items:***

*Consolidated Application for Categorical Funding Part I; \$4,575 in donations, and the Board of Education Minutes of June 12, 2007. Mrs. David made a motion to approve the Items B. C and D. on the Consent Agenda; Ms.*

**Swanson seconded the motion. Ayes: David/Swanson/Novasel. Absent: Bannar/Cole. Noes: None**

**Item 9. ADJOURN**

The meeting was adjourned at 2:38 p.m.

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