Measure AA Citizens Oversight Committee
Meeting Minutes

Tuesday, May 21, 2024
3:45-4:45 p.m.

TTUSD District Office: Conference Room A
11603 Donner Pass Rd., Truckee, CA 96161
North Tahoe High School: Library
2945 Polaris Rd., Tahoe City, CA 96145
(Two locations will be joined via Google Meet)

1. Meeting Called to Order
    a. Stephanie Bragg called the meeting to order at 3:51 p.m.
2. Welcome and Introductions
    a. Everyone from both the District Office and North Tahoe High School locations introduced themselves
3. Approval of Agenda
    a. Hien Larson motioned to approve the agenda; John Neuberger seconded
4. Public Comment
    a. None
5. District Update - Superintendent Kramer gave update
    a. State assessments are taking place for 3rd-8th grades
    b. AP exams are taking place at high schools
    c. Graduations are coming up soon
    d. Strategic Plan Framework
        i. Superintendent Kramer presented report card at May 1 board meeting
        ii. Superintendent Kramer reviewed report card and status of actions
            1. Green check mark means action completed
            2. Orange check mark means action started and will adapt and continue to work on next year

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3. Red check mark means the action will be abandoned/reworked

iii. Academic Achievement
1. All 7 actions completed
2. Thank you to Educational Services and Human Resources teams

iv. Support Systems
1. All actions started and 3 completed
2. Thank you to Student Services, Facilities, Safety, and Wellness teams

v. Community Connections
1. 5 actions completed; 1 started; 2 abandoned
2. Thank you to Communications and Bilingual Services teams

vi. Academic Achievement
1. Action 1.1.1- pilot for math curriculum; steering committee took input from surveys and recommended to the Board that curriculum be adopted; decision will be made by Board on June 12

vii. Support Systems
1. New Facilities Master Plan
2. CALM Committee has been meeting regularly to narrow focus on staff morale and systemic changes we can make
3. Action 2.1.1 - celebration that wellness centers are fully staffed in all schools

viii. Community Connections
1. Action 3.2.2. - Language Access Plan completed
2. Actions 3.1.1 and 3.1.2 - need to dig deeper into TTUSD surveys to determine what we need to address internally for these actions

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ix. Next steps already started - will bring year 2 actions back to committee and Board for approval in July

e. Thursday evening - Local Control Accountability Plan (LCAP) Parent Advisory Committee meeting at 5:30 p.m. at the District Office

6. Approval of 2024-2025 Measure AA Budget - Todd Rivera reviewed budget

a. Allocated based on student enrollment at each site; we use prior year enrollment from 23/24 to determine initial budget
b. Contains materials/supplies and FTE (teacher staffing) categories
c. Will bring back in October once we have updated student enrollment numbers to update materials/supplies budget (not FTE)
d. Staffing/FTE calculated based on total enrollment, with a little bump in some categories for grades 4 and 5, and based on a formula for the number of minutes/week staffing is needed in that category
e. Emotional/Social Learning support category can be used for FTE, ex. Glenshire Elementary School has Special Friends program, where they hire staffing to support students
f. Overall for elementary level, there is funding for 16.4 FTE with a total salary estimate of just over $2.2 million; a materials and supplies total of $355,318; for a grand total of just under $2.6 million
g. Overall for middle school level, there is funding for 8.8 FTE, including portions of counselors, with a total salary estimate of $1.2 million; a materials and supplies total of $183,444; for a grand total of just under $1.4 million
    i. Music category is not offered at the elementary level; middle schools have band programs
h. Overall for high school level, the structure is similar to middle school, with addition of career tech/visual and performing arts; there is funding for 12.6

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FTE, with a total salary estimate of over $1.7 million; a materials and supplies total of $337,023; for a grand total of just under $2.1 million

i. District-wide, Measure AA funds 1.0 FTE nurse; technology supplies and 1.4 FTE technology staff; Measure AA support/communication materials; college readiness software (the district no longer uses this); and indirect cost transfer; for a total district-wide of $400,676
j. Total of all Measure AA budget is $6,454,607
k. The District collects about $5.65 million on parcel taxes, and since there is a shortfall there from the total Measure AA budget, the District makes up the difference out of the General Fund
    i. Nothing is missing programming wise by making up the difference with the General Fund
l. Todd reviewed page showing variances in budget/staffing from previous year; any decreases shown in staffing are not actually decreased, as the district makes up the difference to maintain staffing; Truckee Elementary School has 0.2 FTE additional staffing they can use
m. Elena Deluna motioned to approve the Measure AA Budget; Hien Larson seconded; all in favor, and the budget was approved

7. Measure AA Site Highlight

    a. Kings Beach Elementary School - Assistant Principal Melanie Cook reviewed highlights and photos from handout and discussed items in each category of Measure AA budget
        i. Reviewed FTE and how students are able to go to enrichment classes every day of the week
        ii. Extra curricular and instructional materials/supplies help fund workroom/work closets with supplies
        iii. PE - new teacher has been finding new games and purchasing many new supplies for PE games, including indoor obstacle course materials for winter

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iv. Technology - online programming
v. Library - Harry Potter themed supplies; hundreds of books in English and Spanish
vi. Visual/performing arts - music, ukulele tuners, iPad holders, headphones
vii. Science - butterflies, incubators with chick eggs, binoculars/field guides for bird watching
viii. Social emotional learning - money used so that they can have a second full-time counselor

8. Discuss Ideas of Promoting Measure AA Accomplishments to the Community - Amber Burke reviewed progress

    a. Superintendent Kramer will be giving a 5 minute speech in June at Good Morning Truckee - there are usually 60+ attendees at this event from the community
    b. Superintendent Kramer is also booked for a longer presentation at the September Good Morning Truckee event
    c. North Tahoe Community Alliance - checking to see if we can get time at their North Tahoe Breakfast Club in Sept/Oct
    d. Information included in the internal employee newsletter
    e. Will highlight Measure AA in community/parent newsletter
    f. New websites launching Friday; Measure AA listed under community page; also on District Spotlight with a blurb/popup/link to Measure AA page
    g. Will continue to include committee updates/site highlights on website
    h. Amber to work more over summer on broader plan to initiate next year

9. Exception Request Forms

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a. Funding Exception Form - purpose is to request of the committee if site can have flexibility with a certain category of funding; examples include utilizing supply funds from a different category for a special project, wanting to shift science FTE to materials because you couldn't find staffing, utilizing partial science funds for extracurricular to enhance art, etc.; form could provide flexibility on a case by case basis for one year only, and it would be up to the committee to approve the request; consider setting a deadline for submission - 2nd Measure AA meeting of the year in December
b. Carry Over Request Form - purpose is to request to set aside money from one year to carry over to another year; generally for a specific purpose, such as a large purchase; purpose is not to roll money over that isn't spent from year to year; set a deadline prior to District's spending deadline in April

10. Feedback on Measure AA Categories

    a. Technology

    b. Surveyed site principals
        i. Question 1 - Are there any categories your site has trouble spending down? If so, why?
            1. Majority said none; a couple sites said technology and one said science; can use exception form for this
        ii. Question 2 - What do you spend your Technology category on? Are there any limitations/challenges with spending this category?
            1. Dependent on what your mindset on what technology is; some sites are more creative on what is considered technology

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2. Examples include STEAM program, radios/headphones, charging carts, cameras, A/V systems, PA systems
3. Can tech budget be used for educational technology programs?
    a. KBE uses technology funds for programs that students need to use technology to access
    b. As long as students are using the technology we have in the best way possible, these funds can be used

11. Other Business

    a. Future Meeting Dates: October 22, 2024 and December 17, 2024

12. Adjournment

    a. Stephanie Bragg adjourned the meeting at 4:47 p.m.