



**TRINITY ALPS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**MINUTES - MAY 12, 2020**

Trinity Alps Unified School District Governing Board:

- Area I Daniel Beans, President - Attended in Person
- Area I Lynne Gervasi – Attended via Zoom
- Area II Jim Morey, Clerk/Vice President – Attended in Person
- Area III Krista Gogan - Absent
- Area IV Stephanie Storer – Attended via Zoom

**1.0 FORMAL OPENING**

- 1.1 Call to Order – 5:36 PM
- 1.2 Flag Salute
- 1.3 Additions or Updates in Agenda – Addition to Item 13.4 and Item 13.7
- 1.4 Identify Closed Session Topics of Discussion
- 1.5 Correspondence Received - None

**2.0 COMMENTS FROM THE PUBLIC ON CLOSED SESSION AGENDA - None**

**3.0 ACCEPT CLOSED SESSION AGENDA**

Motion to Approve Closed Session Agenda: Trustee Storer  
Second: Trustee Gervasi  
Trustees: Beans, Gervasi, Gogan and Morey: All Aye  
Absent: Trustee Gogan

**4.0 CLOSED SESSION**

- 4.1 Government Code Section 54957  
Public – Employment – Personnel Services
- 4.2 Government Code Section 54956.9 Conference with Legal Counsel – Anticipated  
Litigation Significant Exposure to Litigation – Section 54956.9(d) (2) – 1 Potential Case
- 4.3 Government Code Section 549567.6  
Conference with Labor Negotiator – Jaime Green TAUSD Superintendent  
Certificated/Classified/Unrepresented

Jaime Green – Superintendent

Cindy Blanchard - Director of Business Services

5.0 RETURN TO OPEN SESSION - 6:06 PM

6.0 REPORT OUT OF CLOSED SESSION – Nothing to Report

7.0 COMMENTS FROM THE PUBLIC CONCERNING OPEN SESSION AGENDA – No Comments

8.0 ACCEPT OPEN SESSION AGENDA

Motion to Accept Open Session Agenda: Trustee Storer

Second: Trustee Morey

Trustees: Beans, Morey, Gervasi and Storer: All Aye

Absent: Trustee Gogan

9.0 RECOGNITION

9.1 Recognition of District Office Staff by Sandy Coatney and Katie Poburko  
Sandy Coatney and Katie Poburko thanked the District Office staff for always being there supporting them. Coatney said, “They make our jobs easier and are always there when we need them. And they have great candy!”

10.0 PRESENTATION

10.1 Board Recognition of ASB Representative Annah DeLange

Annah DeLange was not able to attend the meeting, but the Board thanked her for attending the meetings prior to the virus. They said it was great to have a student representative at Board meetings.

10.2 Presentation in Honor of 2019-20 Retiring Staff Member Roberta Jones

Jaime Green honored Roberta Jones for her 13 years of service to the District. He said, “Roberta is not only a great employee she is also family!” He thanked her for “her kindness and the love she shows to both students and staff alike.”

10.3 Presentation by Billy Terhune of Dude Solutions Detailing Potential Services

A presentation was made to the Board by Billy Terhune and Eric Anazia of Dude Solutions a cloud based service that offers support to school districts in managing district maintenance departments and other like departments. The program they offer allows districts to customize a program that assigns work orders, prioritizes them and tracks them. This lets districts know how long a task should take, which employees are always on task and the cost spent to do a task. The program has a preventative maintenance plan built into it. Trustee Gervasi had questions about who would be putting in all the information, noting that the maintenance department is very busy as it is. Trustee Beans agreed that it would take time to set up the program, but he said it was a great idea and the district should have been doing something like this years ago. Cindy Blanchard liked the fact the program tracks the financial end of maintenance, “if a leaking pipe has been fixed three times the program would show the costs to repair it, perhaps it would be more cost effective to replace it. She agreed it would be a lot of work to set up but, “first you crawl, then walk and then get to a point where you can run.” She would love to have a program that makes it easy to track maintenance expenditures. Jaime Green said that

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Jaime Green - Superintendent

Cindy Blanchard - Director of Business Services

when District finances improve he would like to come back with this plan again to the Board saying “this type of plan is something the District needs to aspire to.”

- 10.4 Presentation by Trinity County Office of Education on Trinity Alps Unified School District’s Current Status by Sarah Supahan

Supahan said she was looking forward to seeing the District’s Fiscal Stabilization Plan, she stressed that the state would be making cuts in funding. Jim Morey asked her about graduations, she said the District should write up graduation plans and submit them to the local public health department taking social distancing into consideration.

- 10.5 TAUSD Facility Update by Jeff Morris

Morris said he had been on a walkthrough with the architect and Interstate at WES this week and construction would be starting at that site this week. He said that at the THS site the scope of work is still difficult to nail down the specifics on.

Jim Morey asked Morris about the possibility of a collaborative maintenance plan for all the districts to share in. Morris said it would be worth looking into.

## 11.0 CONSENT AGENDA

- 11.1 Approval of Closed Session Item Public Employment – Personnel Services
- 11.2 Approval of the Regular Board Meeting Minutes of April 14, 2020
- 11.3 Approval of Warrants – April 2020
- 11.4 Approval of Payroll – April 2020
- 11.5 Approval of List of THS Students Requesting Attendance in the College Connection Program at Shasta College
- 11.6 Approval of Agreement between Shasta County Office of Education and the Trinity Alps Unified School District for the Maintenance and Pupil Transportation Equipment FY 2020-2021
- 11.7 Approval of Career Technical Education Incentive Grant of \$340,776.00

Motion to Approve Consent Agenda: Trustee Morey

Second: Trustee Gervasi

Trustees: Beans, Morey, Gervasi and Storer: All Aye

Absent: Trustee Gogan

## 12.0 BUSINESS AND FINANCIAL

- 12.1 Director of Business Services Report

Cindy Blanchard passed out a beginning draft of the Fiscal Stabilization Plan, which is due in June. She said the plan can’t be rushed, she want to make sure that it covers everything. She thanked Josh Cooperman, of Acacia Financial Group, for his help in writing the plan. Jaime Green thanked Blanchard for all the work she has put into the plan. He said, “I want a financial plan that helps get us through a few years, we need to look way down the road financially.” He felt the plan will help accomplish this goal.

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- 12.2 Approval of Third Interim Financial Report for the 2019-20 School Year  
 Cindy Blanchard reported that this is the first time she has ever done a Third Interim Report, and it was being done because of the District’s current financial situation. She said that although the District was better off financially, there still was a long way to go. She reported most of the current budget is being spent on staff wages and benefits. There were areas in the budget that have gone up due to the virus and distant learning such as copy machine costs, internet fees, cleaning costs and food costs. She gave a PowerPoint presentation that detailed every District budgetary fund, noting the beginning balance of each fund, the ending balance and explaining the expenditures. She reported that the District had received \$524,127.00 in Forest Reserve funding.  
 Motion to Approve the Third Interim Financial Report: Trustee Morey  
 Second: Trustee Storer  
 Trustees: Beans, Gervasi, Storer and Morey: All Aye  
 Absent: Trustee Gogan
- 12.3 Discussion on Districts Improvements on FCMAT Findings  
 Cindy Blanchard explained that the District will be targeting different FCMAT findings every month and would be reporting how the District will be resolving the issues.  
 FICMAT finding # 4.3 – Blanchard explained this finding dealt with the District projecting cash flow through one year only. Blanchard reported that the District has developed a spreadsheet that now forecasts cash receipts and disbursements for 24 months. She thanked Micah and Gretchen at TCOE for their help in developing the spreadsheet.  
 FICMAT finding #13.7 – This finding said the District has not been charging indirect costs To programs including Special Education. Blanchard reported the District’s current indirect cost rate is 3.61% and it has been added to all programs that allow us to charge indirect costs to.  
 FCMAT finding #20.4 – This finding dealt specifically with Special Education not being charged for indirect costs. Item # 13.7, explained above, shows the District is now charging Special Education for indirect costs.  
 FCMAT findings #15.8, # 15.9 and #15.10 dealt with mainly with the District’s policies for discouraging and detecting fraud. Blanchard said the District has been in contact with their auditors, Nigro & Nigro, who have helped many school districts with this concern and they have helped set up a fraud hotline and will be helping to schedule trainings for staff.
- 12.4 Approval of Resolution #1920-30 Resolution of the Governing Board Authorizing the Borrowing of Funds for Fiscal Year 2020-2021 and the Issuance and Sale of One or More Series of 2020-2021 Tax and Revenue Anticipation Notes Therefor and Participation in the California School Cash Reserves Program and Requesting the Board of Supervisors of the County to Issue and Sell Said Series of Notes  
 Blanchard reported that the resolution to apply for a TRAN loan is a precautionary

**Jaime Green - Superintendent**

**Cindy Blanchard - Director of Business Services**

measure the District wants to take in case it is needed. She said, "We don't know what is coming at us, this is for the worse case scenario." The interest is low on these loans, she reported, and is only charged if the District actually uses the loan.  
Motion to Approve Resolution #1920-30: Trustee Morey  
Second: Trustee Storer  
Trustees: Beans, Morey, Storer and Gervasi: All Aye  
Absent: Trustee Gogan

### 13.0 **BOARD AND ADMINISTRATIVE**

- 13.1 Approval of 2020-2021 Designation of CIF Representatives to League  
Motion to Approve 2020-2021 Designation of CIF Representatives to League:  
Trustee Morey  
Second: Trustee Storer  
Trustees: Beans, Morey, Storer and Gervasi: All Aye
- 13.2 Approval of MOU between TAUSD and Weaverville Chamber of Commerce  
Regarding the 4th of July Fireworks Display  
Motion to Approve MOU between TAUSD and the Weaverville Chamber of  
Commerce: Trustee Morey  
Second: Trustee Storer  
Trustees: Beans, Morey, Storer and Gervasi: All Aye  
Absent: Trustee Gogan
- 13.3 Discussion on Status of Portables  
Jaime Green reported he is in contact with the companies we leased the  
portables with discussing the possibility of getting out of the leases early  
as the District will not need them as long as was originally anticipated.
- 13.4 Approval of Resolution #1920-31 Resolution for Emergency Work Pursuant to  
Public Contract Code 22035 and 22050  
Motion to Approve Resolution #1920-31: Trustee Morey  
Second: Trustee Storer  
Trustees: Beans, Morey, Storer and Gervasi: All Aye  
Absent: Trustee Gogan
- 13.5 Approval of Resolution #1920-32 Suspending Prior Board Directive for Additional  
General Fund Reserves in Excess of State Mandated Minimum Requirements  
Trustee Beans recommended reducing the amount of District reserves required  
down to State minimum requirements, noting that down the road the amount  
could be raised back up.  
Motion to Approve Resolution #1920-32: Trustee Storer  
Second: Trustee Gervasi  
Trustees: Beans, Gervasi, Morey and Storer: All Aye  
Absent: Trustee Gogan

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- 13.6 Approval of Agreement between Trinity Alps Unified School District and Velocity  
Jaime Green reported that the agreement with Velocity was important because many District families do not have internet and distant learning makes access to internet imperative.  
Motion to Approve Agreement between TAUSD and Velocity: Trustee Morey  
Second: Trustee Storer  
Trustees: Beans, Storer, Gervasi and Morey: All Aye  
Absent: Trustee Gogan
- 13.7 Local Control and Accountability Plan (LCAP) Update  
Jaime Green reported that LCAP deadlines have been extended to December 15<sup>th</sup>. He also presented to the Board the District's COVID-19 Operations Report, required by the State, that will be part of the final LCAP.
- 13.8 Superintendent's Report  
Jaime Green discussed the status of what is needed at THS. There is a road going between classrooms that may have to be removed and some of the classrooms may be too small. If the classrooms don't have to be expanded than the renovation process will go faster.  
Green said Christine Frazier will be doing training with the Board after the COVID virus passes.  
Green presented to the Board a plan for the 2020-21 year that the District has been working on. The plan has 5 different plans each concentrating on wellness and instruction, that vary from traditional face to face instruction to complete distance learning. The plans are being formulated so the District will be able to move forward no matter what the scenario is.  
Green ended his report by thanking TCOE for the help they have been giving the District.
- 13.9 THS Principal's Report  
Sandy Coatney told the Board of the three possible graduation plans he and his staff have come up with. The plans, because of the virus and social distancing, varied from a totally virtual graduation, to a "drive up" graduation, to a combination of both. He will be submitting the plans to the county health department for approval.
- 13.10 WES/TPA Principal's Report  
Katie Poburko also discussed her plans for the TPA graduation, she will be submitting them to the health department too. Dan Beans congratulated Katie and Jaime Green for their cleared credentials.

**14.0 Reports:** IT Director: Don Davie reported that he is moving forward with the inventory tracking system at WES.

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Transportation: Jaime Green reported that the maintenance staff has been working with the maintenance staff. They have almost finished laying the floor in the District office.

THS Site Council: Sandy Coatney reported that the Site council has almost finished their single plan for student achievement.

WES Booster's Club: Katie Poburko said the Booster's Club has been working on several things including an upcoming staff appreciation day.

**15.0 BOARD COMMENTS**

Jim Morey thanked all District staff members for the hard work they have been doing. He also reported that he had been getting positive feedback from the public on the food distribution service.

Lynne Gervasi said, "We will get through this! You have an awesome team!"

Stephanie Storer commented that as a parent she wanted to thank the teachers and staff for being so helpful and communicating regularly.

Dan Beans thanked TCOE for all their support to the District staff. He said, "This may be a terrible time, but we have a great team!"

**16.0 ITEMS FOR NEXT BOARD MEETING**

**17.0 ADJOURNMENT – 8:20 PM**