

Twin Ridges Home Study Charter School
Board of Directors MINUTES
November 15th, 2017
111 New Mohawk Road, Nevada City, CA 95959
530.478.1815

- ROLL CALL: 1. Brenda Royer, President ABSENT
2. Jaynie Aydin, Director (Non-Voting) PRESENT
3. Cathy Alkire ABSENT
4. Jessica Fowler PRESENT 5. Trina Hunner PRESENT
6. Lindsey Nieman ABSENT 8. Mary Padua PRESENT
7. Present- Drew Prakash, Vice President PRESENT
9- Michelle Peterson, Business Manager (Non-Voting) PRESENT

- A. 1. Call to order by Drew Prakash, Board Vice President at 9.07AM
2. Guests welcomed: SARAH GORDON TRHS Teacher
3. Public comment on non-agenda items, if any (Recognition of members of the audience wishing to address an agenda item may do so at this time or at the time the agenda item is heard. After being recognized by the Board president, please identify yourself. Members of the public may at this time make brief comments regarding items not on the agenda, although no action may be taken.)

- B. Approval of October 11th, 2017 Minutes (WITH CORRECTION OF OCTOBER 11th as opposed to October 15th as written in minutes)
Moved to Approve Trina Second Jessica
Yes _____ No _____ Abstained _____ Approved Unanimously

Approval of the November 15th, 2017 Agenda (with corrections "employee" specialist as opposed to employment specialist.
Moved to Approve – MARY Second - TRINA
Yes _____ No _____ Abstained _____ Approved Unanimously

- C. 1. Director's Program Sharing/Reports: (Jaynie Aydin Reports)
a. Enrollment 174 with room for one more student, two families leaving and by January 2018 we should have an additional 3 spaces.
b. SB740 Update- We intend to apply for "reconsideration at 80%) as soon as audited actuals are back from county. We are confident we have solid numbers to present and a good argument as to why we should be re-considered. We will then apply in 2019 for a new 100% funding determination for 19-20 school year. We are confident we will make this target mark.
c. Board Training and Board Needs Report- Board asks for another Brown Act/ Board training from TRHS lawyers. Jaynie will look into that. We must plan for our annual strategic planning meeting in January/ February. Board training at county went well much of it not

relevant to charter schools, the lawyer that presented on Brown Act was the most well received by our board members. Desire expressed by Jessica and Drew to have one more specific training with TRHS Board and one geared more towards charter schools.

- d. Staffing Report- We have the need to increase days for Michelle and Violet and will ask you to approve the hire of a part time admin assistant so that Admin can concentrate more on other pressing matters for the organization. Files that are touched must be by an employee.
- e. Oversight report – We will have oversight visit from County on November 29th and we have already met compliance in all categories.
- f. Stipends for Teachers teaching enrichment lessons- We are still working towards an actual stipend amount that will benefit teachers and be more defined in terms of work load and teacher expectations this will be done in conjunction with teacher job descriptions.

2. Business Report by Michelle Peterson:

- a. October Expenditures (*see attached documents*). Carrie Stouder is no longer at county Michelle says she is working out the budget on her own with the oversight from Darlene Waddle from county.
- b. Monthly Budget Reports for October- Spreadsheets reviewed, monthly expenditures questions about storage, Truckee Rent, ATT and PG&E true up statement.
(*see attached documents*).
- c. Adjustments to Budget for 17/18 update/ First Interim. Michelle made interim budget at 70% with review of reconsideration process. Michelle outlines each column and compares other Charter Schools audited actuals. Drew asks why are TRHS students the lowest expenditure per student and Michlle explains we are not seat based, high school and we do not serve lunches. TRHS is good for this year because deficit will be covered by reserves but in 18-19 we hope for reconsideration of funding because we will be in deficit without reserves if 70% continues.
- d. Additional Days for Business Manager & Resource Coordinator- Michelle and Violet work over holidays in order to catch up and get regular work done. Mary agrees that additional days should be paid for by the school.
- e. Need for employment specialist in TRHS office and campus. We need to hire someone as employee in order to make it official/ good practice for record keeping, etc. Jaynie: The staff have been noticing for a long time admin needs help.

D. Action/Discussion Items:

1. Does the Board of Directors approve the October, 2017 Monthly Expenditures?
 Moved to Approve - Jessica Second - Mary
 Yes ____ No ____ Abstained ____ Approved- unanimously

2. Does the Board of Directors approve the hire of Alison Dorer as employment specialist?
 Moved to Approve - Trina Second - Jessica
 Yes ____ No ____ Abstained ____ Approved- unanimously

3. Does the Board of Directors Approve Michelle Peterson to work at 230 days instead of 215 days?
 Moved to Approve – Trina Second - Mary
 Yes ____ No ____ Abstained ____ Approved- unanimous

4. Does the Board of Directors approve Violet Groom to work 225 days instead of 215 days?
 Moved to Approve- Jessica Second - Mary
 Yes ____ No ____ Abstained ____ Approved – Unanimously

5. Does the Board of Directors approve the 16/17 unaudited actuals?
 Moved to Approve- Trina Second - Mary
 Yes ____ No ____ Abstained ____ Approved – unanimously

6. Does the Board of Directors approve the first interim budget?
 Moved to Approve- Mary Second - Trina
 Yes ____ No ____ Abstained ____ Approved – unanimously

7. Does the Board of Directors approve the 2016-17 SARC? **TABLED**
 Moved to Approve- Second -
 Yes ____ No ____ Abstained ____ Approved –

- E. Nominations for TRHS Board of Directors & Board Secretary
- F. Comments and concerns for next meeting?
- G. Move to adjourn

Next Meeting Date:

December 13th, 2017, 9AM., 111 New Mohawk Road, Nevada City, California
 95959

This agenda was posted at least 72 hours in advance of the meeting at 111 New Mohawk Road, Nevada City, California 95959, 712 Olive Street, Wheatland, CA 95692, 10046 Church Street, Truckee, CA 96161

Posted: 11/09/2017

Notice: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at 111 New Mohawk Road Nevada City, CA 95959 or www.trhs.us

For more information please call 530-478-6400 ext. 203.

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MINUTES APPROVED on 11-15-2017 by

Vice President Drew Prakash

Drew Prakash, TRHS Vice President