



Twin Ridges Home Study Charter School Board of Directors

Minutes
(530) 478-1815
www.trhs.us

Date: November 1, 2018 at 9:30am

Meeting Place: 111 New Mohawk Road, Nevada City, CA 95959

1. **Call to Order by Drew Prakash, Board Chair, at ___9:31_____**
2. **Roll Call: Quorum: _____7_ of 4**

Board of Directors:

Drew Prakash, Chair, Parent	present
Duane Crowder, Vice-Chair, Parent	present
Charles Antouri, Parent	present (arrived during action items)
Joy Beresky, Teacher	present
April Cretzman, Parent	absent
Trina Hunner, Teacher	present
Vanessa Kulgoski, Parent	present
Brenda Royer, Grandparent	present

Advisors to the Board:

Pauline Takhar, Director	present
Michelle Peterson, Business Manager	present
Sarah Gordon, Secretary	present

3. **Guests Welcomed: Kelley Soper, Amber Buchanan**
4. **Public Comment: none**

(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 chair, 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.)

5. **Approval of the October 4, 2018 Regular Meeting Minutes**

Move to Approve

Yes ___6___ No _____ Abstained _____ Approved ___x___

6. **Does the Board approve the November 1, 2018 Agenda?**

Move to Approve

Yes ___6___ No _____ Abstained _____ Approved ___x___

7. Program Sharing & Reports:

Director's Report

- Enrollment: 161, plus 5 enrolling second semester
 - Enrollment is holding at 161
 - Ways to increase enrollment
 - We want to look at ways to market and brand the school to increase enrollment. Scott Lay will be visiting the school in November to continue to support us in compliance measures. more expectations are coming based on what we are hearing from CDE.
- 111 New Mohawk Site Facilities Update
 - Use permits at 111 New Mohawk
 - Vanessa spoke with the City manager for Nevada City who is aware of the zoning conflict for having the school in an industrial neighborhood. For now the city is not taking any action but it is in our best interest to be investigating creative realistic alternatives: renting the site on McCourtney Road, purchasing land and building our own school, etc. Discussion around securing funding from CDE or ? Because we are not a seat based school there are many challenges for qualifying for funding. Trina offered to talk to Mark Filimonov regarding potential grant sources. Pauline can talk to Scott Lay re funding sources. Charles will speak directly to NJUHSD regarding the possibility of renting some of the buildings at the McCourtney site.
 - Purchasing property
 - might be possible See above discussion
- AB 1871 Charter Schools: Free and Reduced Meals
 - The law that will go into effect July 2019 requires that we provide a meal for children who qualify for free and reduced meals if they are here for more than 2 hours. This will present MANY challenges for us on every level-where the meal will

prepared, getting to us, refrigeration, heating and the source of the food. Michelle will continue to investigate the possibility of a waiver.

Business Report

- October 2018 Expenditures
 - see attached documents
- Budget Updates
 - 2017-2018 Budget Actuals
 - Our starting balance was lower than anticipated. Needing to cut \$100,000 from the budget to remain balanced. We will continue to work on ways to keep costs down and limit extra spending where possible: field trips, enrichment. Our reduced enrollment impacts our budget as well.
 - 2018-2019 Budget
 - Board will be voting on the first interim budget at the December meeting.
 - SB 740 Charter Schools: Facility Grants and Funding Determinations
 - Fundraisers & Donations

8. Action Items:

Nomination for TRHS Board of Directors: Amber Buchanan - Parent

Move to Approve Joy 2nd Brenda

Yes ___7___ No _____ Abstained _____ Approved ___x___

Does the Board approve the nomination of Amber Buchanan to the Board of Directors?

Move to Approve Joy 2nd Charles

Yes ___7___ No _____ Abstained _____ Approved ___x___

Does the Board approve the October 2018 Expenditures?

Move to Approve brenda 2nd Vanessa

Yes ___7___ No _____ Abstained _____ Approved ___x___

Does the Board approve the 18-19 1st Interim Budget? TABLED

Move to Approve

Yes _____ No _____ Abstained _____ Approved _____

Does the Board approve Resolution 1819-104 which adds Drew Prakash to the banking accounts?

Move to Approve Duane 2nd Amber

Yes ___7___ No _____ Abstained _____ Approved ___x___

Does the Board approve the resignation of Trina Hunner from the Board of Directors?

Move to Approve Brenda 2nd Duane

Yes ___7___ No _____ Abstained _____ Approved ___X___

9. Future Agenda Items:

- a. Mileage Policy
- b. Job descriptions: Records Specialist/Registrar, Technology Coordinator
- c. Funding/budget training
 - i. Budget revenues and priority of allocations (ie: Salaries, Student allowance, Reserves)
- d. ELL Policy
- e. Suspension/Expulsion Policy
- f. Employee Handbook - yearly update/approval
- g. Student & Parent Handbook - yearly update/approval
- h. Teacher Discipline Policy

10. Open Session Adjourned at ___11:02___

Move to Approve Duane 2nd Brenda

Yes ___7___ No _____ Abstained _____ Approved ___x___

11. Next Meeting Date:

December 6, 2018 at 111 New Mohawk Rd., Nevada City, CA 95959

Submitted,

Sarah Gordon

Nov.9,2018

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: October 29, 2018

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 [530-478-1815](tel:530-478-1815)

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