



Twin Ridges Home Study Charter School

Board of Directors

Regular Meeting Minutes

(530) 478-1815

www.trhs.us

Date: 12, 2018 at 9:30 am

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

1. **Call to Order by Drew Prakash, Board Chair, at 9:37**
2. **Roll Call: Quorum of 5: Yes**

Board of Directors:

Drew Prakash, Chair, Parent	Present
Duane Crowder, Vice-Chair, Parent	Absent
Charles Antouri, Parent	Present
Joy Beresky, Teacher	Present
Amber Buchanan, Parent	Present
April Cretzman, Parent	Present
Vanessa Kulgoski, Parent	Present
Brenda Royer, Grandparent	Absent

Non-Voting Members:

Pauline Takhar, Director
Michelle Peterson, Business Manager
Vacant, Secretary

3. **Guests Welcomed: None**
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 November 1, 2018 Regular Meeting Minutes**

Move to Approve: Amber Second: April
Yes _____ No _____ Abstained _____ Approved X

6. **Does the Board approve the December 6, 2018 Agenda?**

Move to Approve: Amber Second: April
Yes _____ No _____ Abstained _____ Approved X

7. Program Sharing & Reports:

Director's Report

- Enrollment: 162, 6 starting in January/February, (2 pending interest, potential loss of 2)
- Staffing: Effective 1/7/2019, Sarah Gordon will transition to 0.5 FTE, Kelley Soper to 1.0 FTE allowing for a 170 student enrollment.
- LCAP updates:
 - *Glossary to be created, Michelle taking point*
 - *Testing Process - Renaissance, CAASSP*
- Policy Updates: *Discuss*
 - ELL Policy
 - Suspension/Expulsion Policy
 - *Revisit Enrichment Policy*
- Facilities Update:
 - *Charles has been in contact with Brett McFaden, Superintendent of NJUHSD regarding McCourtney site.*
 - *Long-Term lease wanted*
 - *Whole site or Partial site*
 - *Checking into state of well water*

Business Report

- November 2018 Expenditures
- Budget Updates:
 - 18-19 1st Interim Budget
 - Resolution 1819-105
 - Signers on the account
 - Fundraisers & Donations

8. Action Items:

Does the Board approve the November 2018 Expenditures?

Move to Approve: *Vanessa* Second: *Amber*

Yes _____ No _____ Abstained _____ Approved *X*

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

Move to Approve: *Amber* Second: *Charles*

Yes _____ No _____ Abstained _____ Approved *X*

Does the Board approve Resolution 1918-105?

Move to Approve: *Charles* Second: *Vanessa*

Yes _____ 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. Employee Handbook - yearly update/approval
- e. Student & Parent Handbook - yearly update/approval
- f. Teacher Discipline Policy

10. Open Session Adjourned at 10:58 am

Move to Approve: Charles Second: Vanessa

Yes _____ No _____ Abstained _____ Approved X

11. Next Meeting Date:

January 10, 2019 at 111 New Mohawk Rd., Nevada City, CA 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: November 30, 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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