



# Twin Ridges Home Study Charter School Board of Directors

## Regular Meeting Minutes

(530) 478-1815

[www.trhs.us](http://www.trhs.us)

**Date:** January 10, at 9:30am

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

**Call to Order by Drew Prakash, Board Chair, at 9:35**

**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	Absent
April Cretzman, Parent	Present
Vanessa Kulgoski, Parent	Present
Brenda Royer, Grandparent	Absent

Advisors to the Board:

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

**Guests Welcomed:** Liz Grayson, Teacher, Truckee site

**Public Comment:**

(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.)

## Approval of the December 7, 2018 Regular Meeting Minutes [ Tabled

Move to Approve

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved \_\_\_\_\_

## Does the Board approve the January 10, 2019 Regular Meeting Agenda?

Move to Approve Charles Second Vanessa

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved Unanimous

## Program Sharing & Reports:

### Director's Report

- Enrollment: 162 (not including transitions -transfer 1 or 2, pending ~4) If we do get another teacher, would like to consider hiring a Sp. Ed. teacher to serve approximately 10 students. Ideas of hiring a teacher who is double credentialed as both a general ed. and special ed. teacher. Need to look at cost involved and determine if it would be less expensive than contracting out to JPA. We would still need to contract with outside agency for Speech, Psychologist, etc.
- Staffing: Effective 1/7/2019, Sarah Gordon transitioned to 0.5 FTE, Kelley Soper to 1.0 FTE, consideration of hiring a Sp Ed Teacher for future enrollment needs, Teacher Caseload discussion and budget concerns
- 111 New Mohawk Site Facilities Update  
Charles has not yet reached Brett re: NU site out on McCourtney. Concerns over safe water source is high speed internet available?
- Technology Concerns-staffing discussion  
Our website/email/internet is bad.
  - "Big Grant"
  - All-Phase gave overly large estimate
  - We also may need to pay back the state for the grant we received for our solar installation.
  - NC provides us with IT support but we need more laptops for students. Pauline says we need better technology

- IT support - Michelle will contact Dennis to get the scoop on cost - hourly rate vs. per job
- A+ Consultant Visit- January 14, 2019
  - Will discuss “branding” our school.
- Charter News Updates
  - County School Board meeting was very charter focused
  - 10-25% of Nevada County students are in charters, 10% overall of the state are in charters
  - Our county is very knowledgeable about compliance because of our charter experience.
  - Pauline suggests one Board member attend the County Board meeting in order to keep informed on the charter topics
- Board meeting date/times discussion
  - Possibility of moving Boards to another time? Afternoon or late afternoon. Duane has a new job and cannot attend mornings.
  - Pauline is proposing we move date of future meeting to after the County Board meetings and also moving the time to the afternoon. Will need further discussion.
  - Need to attract new members from our community. Must be knowledgeable of school formulas in general and friendly to Independent Study.

### Business Report

- January 2019 Expenditures
  - Funding Board Report items Q&A over *Chicago Park* and *Full Spectrum*
- Audit Findings
  - Issues with prior approval authorization of 18-19 fundraising.
  - Director and Business Manager must sign off pre-approvals for purchases, conferences, etc.
  - Must be tracked (sweatshirts, field trip monies, etc.)
    - Joy would like training on how to correctly document her fundraising for Catalina trip.
- SB740 completed

- 48,3% Certificated (min. 40% required)
- 84,72% Instruction related (min. 80% required)
- Will send to state for approval
- Budget Updates
  - 18-19 1st Interim Budget
  - Fundraisers & Donations

**Action Items:**

Does the Board approve the January 2019 Expenditures?

Move to Approve Charles Second Vanessa

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved Unanimous

**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. LCAP Goals - Creating a parent advisory committee (not PTA)
- e. Secretary position

**Open Session Adjourned at 10:55**

Move to Approve Vanessa Second April

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved Unanimous

**Next Meeting Date:**

February 7, 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: January 7, 2019

**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](http://www.trhs.us). For more information please call [530-478-1815](tel:530-478-1815)

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