



Twin Ridges Home Study Charter School Board of Directors

Regular and Adjourned Meeting Minutes

(530) 478-1815

www.trhs.us

Call to Order by Drew Prakash, Board Chair, at 9:38

Roll Call: Quorum of 5 Yes

Board of Directors:

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

Advisors to the Board:

Pauline Takhar, Director	<i>Present</i>
Michelle Peterson, Business Manager	<i>Present</i>
Brenda Royer, Secretary	<i>Present</i>

Guests Welcomed: *Sarah Gordon*

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.)

Sarah Gordon

Attended YM&C Meeting re: Law Changes with Joy Beresky. Highly recommends that we send at least two members of the Board to these symposiums. Expressed concern that Nevada City Charter closing, dependent charter whose charter was not renewed. Part of the problem was their low test scores. We have to encourage our parents to participate in the state testing as part of our accountability.

Approval of the December 6, 2018 Regular Meeting Minutes

Move to Approve *Brenda* Second *Charles*

Yes _____ No _____ Abstained _____ Approved *Unanimous*

Approval of the January 10, 2019 Regular Meeting Minutes

Move to Approve *Vanessa* Second *Charles*

Yes _____ No _____ Abstained _____ Approved *Unanimous*

Does the Board approve the February, 2019 Special Meeting Agenda? *With amendment to correct title to Regular Meeting*

Move to Approve *Joy* Second *Vanessa*

Yes _____ No _____ Abstained _____ Approved *Unanimous*

Program Sharing & Reports:

Director's Report

- Enrollment updates - 165. Parent of NCC came to look at the school, may transfer here, also one may transfer to Wheatland site. Cap for teachers who are at 8.5 is 20 students would give us 170, which is our goal. Looking into pre-enrollment for fall. Also want to create a teacher pool for fall.
- SARC - update is completed, did not have enough students to report in some areas.
- Board Replacement Discussion and Process - Board needs to be scrupulous, as charters are under such scrutiny these days. Follow charter and bylaws, make sure that they are in compliance also. Need to comply with conflict of interest i.e., no employees, vendors, or relatives of employees. Need to check on possibility of a married couple of parents being on the board. Would like to have an unaffiliated member from the community. May consider hiring someone to be the secretary for the board. Would still like to find representatives from Wheatland and Truckee. Discussion of moving meetings to later in the day, 3:00 on Wednesday as a better time for community members and others to attend.
- Site Relocation updates - Talked to Superintendent for Nevada City Charter site re: possibly renting that site. We will not do it if it requires us to change authorizers. McCourtney site, we can't afford the whole site, just the smaller 4 bungalow area for about what we pay now. Well water issue, considering bringing NID water in, but requires lots of time and money. More negotiations are required for repairs, upgrades, and maintenance. There is a major issue if we move now. We had a grant for Solar panels at the New Mohawk site.

We need to stay one more year or we would have to pay back the grant, \$40,000. We can probably get agreement from current landlord if we stay for another year. Will also check if there are exceptions for our situation. If we do stay another year, we will be fiscally better off with our budget. We need to make realistic plans.

- **Audit Corrections - Discussion**

Because of staff changes and software changes and lapses in following policy we are responsible for correcting authorization of student funds BEFORE they are spent. Also our cash handling has not followed the correct procedure for receipts, deposits, and records. New forms and procedures are going to be used to bring us into compliance. Everything must be pre-authorized. All remedies are being sent to the state.

Business Report

- **January 2019 Expenditures**

- **Budget Updates**

 - **18-19 2nd Interim Budget**

- We did not make it to the state in time to get on the agenda for our 100% funding. We will be on the April meeting. Need to continue to work with tight budget. The budget paperwork is not complete at this time and it MUST be voted on by the board. We will be adjourning this meeting until tomorrow so we can vote on it then.

- **Usage Plan for a Low-Performance Grant - Agreed to spend on materials and supplies and tutoring and services (computers) for the (3) students who were identified as needing more support**

Discussion Items

- **Mileage Policy - Tabled**
- **BIG Grant - for high speed internet**
- **Hot Lunch - Forest is looking at doing a co-op where you buy a pallet of non-perishable food, includes one gluten free choice.**
- **SB-740 -**
- **EPA solar on the New Mohawk building. - See Site Relocation Updates above.**

Board Report

- **Resigning members**
 - Duane Crowder
 - Brenda Royer
- **Nominations for Vice Chair - Vanessa Kulgosky**
- **Report on YM&C Meeting re: Law Changes - Joy Beresky**

- Changes in Charter School laws will impact us. Since the elections, and moving forward, more and more oversight will be focused on charter schools. We are particularly scrutinized because we are

independent study and not seat-based . Joy has provided hand-outs that I will put in the supporting documents.

Action Items:

Does the Board approve the resignation of Duane Crowder from the Board of Directors?

Move to Approve *Vanessa* Second *Charles*

Yes _____ No _____ Abstained _____ Approved Unanimous

Does the Board approve the resignation of Brenda Royer from the Board of Directors?

Move to Approve *Vanessa* Second *Charles*

Yes _____ No _____ Abstained _____ Approved Unanimous

Does the Board approve the January 2019 Expenditures?

Move to Approve *Amber* Second *Charles*

Yes _____ No _____ Abstained _____ Approved Unanimous

Does the Board approve the 18-19 Second Interim Budget?

To be addressed at adjourned meeting 02/15/19 at 3:00.

Move to Approve

Yes _____ No _____ Abstained _____ Approved _____

Does the Board approve the Usage Plan for a Low-Performance Grant?

Move to Approve *Amber* Second *Vanessa*

Yes _____ No _____ Abstained _____ Approved Unanimous

Future Agenda Items:

- a. *Nominations to the Board - Katrina Antouri*
- b. Mileage Policy
- c. Job descriptions: Records Specialist/Registrar, Technology Coordinator
- d. Funding/budget training
 - i. Budget revenues and priority of allocations (ie: Salaries, Student allowance, Reserves)
- e. LCAP

Open Session Adjourned at 12:03

Move to Approve *April* Second *Vanessa*

Yes _____ No _____ Abstained _____ Approved Unanimous

Meeting Adjourned to February 15, 2019 at 2:30 pm

Call to order at: 2:33 pm

Roll Call: Quorum of 3 Yes

Board of Directors:

Drew Prakash, Chair, Parent	<i>Absent</i>
Charles Antouri, Parent	<i>Absent</i>
Joy Beresky, Teacher	<i>Present</i>
Amber Buchanan, Parent	<i>Present</i>
April Cretzman, Parent	<i>Present</i>
Vanessa Kulgoski, Parent	<i>Present</i>

Advisors to the Board:

Pauline Takhar, Director	<i>Present</i>
Michelle Peterson, Business Manager	<i>Present</i>
Brenda Royer, Secretary	<i>Absent</i>

Business Report

- Budget Updates - 18-19 2nd Interim Budget

Action Item

Does the Board approve the 18-19 Second Interim Budget?

Move to Approve *Vanessa* Second *April*

Yes _____ No _____ Abstained _____ Approved Unanimous

Meeting Adjourned at: 3:30

Next Meeting Date: March 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: February 11, 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. For more information please call [530-478-1815](tel:530-478-1815)

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