



Twin Ridges Home Study Charter School Board of Directors

Regular Meeting Minutes

(530) 478-1815

www.trhs.us

Date: May 2nd, 2019 at 9:30am

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

A. Call to Order by Drew Prakash, Board Chair, at 9:33

1. Roll Call: Quorum of 4

Board of Directors:

Drew Prakash, Chair, Parent *Present*

Vanessa Kulgoski, Vice-Chair, Parent

Charles Antouri, Parent *Present*

Joy Beresky, Teacher

Amber Buchanan, Parent *Present*

April Cretzman, Parent *Present*

Advisors to the Board:

Pauline Takhar, Director *Present*

Michelle Peterson, Business Manager *Present*

Ian Pilcher, Secretary *Present*

2. Guests Welcomed: Welcomed County charter services. Darleen and Maureen.

3. 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.)

B. Approval of the April 8th, 2019 Regular Meeting Minutes

Move to Approve Charles Second April

Yes *Unanimous* No 0 Approved *Aye*

Does the Board approve the May 2nd, 2019 Regular Meeting Agenda?

Move to Approve Charles Second April

Yes Unanimous No 0 Approved Aye

C. Program Sharing & Reports:

1. Director's Report

- 2019-2020 Enrollment Updates/Re-Enrollment -166 currently enrolled. 130 to- 150 re-enrolling. Pathways is problematic. Some problem solving currently occurring.
- Salary Schedules 2019-2020 -Retroactive by end of May, retro will be approved in June, around June 10th. No flat rate will get the 2% rate increase. Stipends, none for testing coordinator. No stipends would get the flat increase. This is on top to the step raise every year and this would be on top as a COLA. That is what will be voted on today: Salary. COLA was previously voted on. Many considerations were taken into account for the salaries. Hardly any reserves in our saving account. 3 years ago there was a surplus. Funding ratio of 40% on teachers, also 80% partial for students. We did not meet requirement and funds were taken away in previous years. We need to look at next year's budget and take those ratios into account to achieve funding. We thought we were going to save in prior years and the money needed to be spent on students. 100K\$ in administrative costs were unseen last year. If spending is reduced it must be reduced proportionately. Each teacher will be teaching two classes and then reimbursed for any additionally classes taught. If somebody subs they will get paid additionally. Site coordinator stipend based on enrollment is new to this Salary Schedule as well. Looking at testing resources to have more responsibility hence their raise. 2.5% COLA has also been added to 19-20 school year. We aren't doing another COLA; only step increase. Enrichment specialist is very different; wasn't always equity. Just made enrichment specialists into employees and have reigned expenditures in since making Enrichment Specialists into employees. The difference between employee and vendors was identified as a red flag by the IRS. Somebody that only has our students is an employee.
- Tech updates - We need to wait on budgeting. Had an assessment of needs. Website, compliance and ordering. Big grantis still working.

Racks and waiting on actual equipment, starting after enrichment ends. June should be completed. AT&T and others.

- *2018/2019 Salary Schedule COLA - Already covered in director's report.*
- *Board Member Recruitment Update - Interesting character, business person, Michael Vitreo, community member saw the post on Craigslist. Another source of interest was seen at the 40th Anniversary. Amber Beamer is still of interest. Still looking at Truckee. Trying for equity, no conflict of interest. Actively recruiting.*

2. Business Report

- *Meal Plan Status (AB 3043) No changed status. Still going forward with shelf stable options. Cost effective. Will have the expenditures next meeting. National Board of Education's requirements must be followed for nutrition. This was one of the unforeseen costs our budget encountered. Estimates : \$1.78 - \$2.40. Around \$5,200 for our program. Duplicated and unduplicated: Only counted once for foster, homeless, medical, food stamps; form for national lunch program. A paper form would take the ambiguity and account for family needs.*
- *LCAP - Michelle has completed the amount we have spent last year. Pauline has met with Tina Corker. Need parent input and involvement. Should be put on June 6th agenda for vote and a special meeting will need to be approved. Will require a public meeting and a posting of 10 days for the June 6th meeting. We need a board advisory committee for this. April would love to transition to that faculty.*
- *Mileage Policy - It's what we do now and needed the policy in writing. Based on informal polling and IRS policy*
- *EPA Expenditures - Will be presented in next board meeting. Used teacher salary for student supplies.*
- *Expenditures - Wheatland has grant for solar project. We fundraised for Catalina, earmarked funding for what we provided, can't go back on previous funding approval. Check was issued of predominantly fundraised money. How to use trailer which was used for Catalina trip fundraising was discussed: further fundraisers. Can't be raffled,*

but could be utilized for renting or events. Will get numbers of Catalina trip reimbursement.

3. Board Report

- Update of Board Member Interest - *Charles spoke to one parent. They are potentially leaving our school, however, looking more to community. Need stability. Need support and responsibilities of interests in our business.*

D. Action Items:

1. Does the Board vote to approve the proposed mileage policy?

Move to Approve *Amber* Second *April*

Yes *Unanimous* No 0 Approved *Aye*

2. Does the Board vote to approve the proposed 2019-2020 salary schedules?

Move to Approve *April* Second *Charles*

Yes *Unanimous* No 0 Approved *Aye*

3. Does the Board vote to approve the April 2019 expenditures?

Move to Approve *Charles* Second *April*

Yes *Unanimous* No 0 Approved *Aye*

F. Comments and concerns for future meetings?:

- a) Future Board Meeting Dates *6/6/19 9:30*
- b) Moving Board Meetings to 3PM *Out of class kids, Thursdays are best. Tabled*
- c) Student Achievement - *Teacher advisory. Over-documenting. Revamping curriculum. Improvements in clarity. Better coordination. Invitations for board into staff meetings. Flyer. Attachment in Steve's. Email was a nice bullet point format. Steve is too interactive.*
- d) Foundation Reports - *Mission and directives. How we are maintaining our philosophy.*

Open Session Adjourned at 10:40

Next Meeting Date:

06-06-2019 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: April 29th, 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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