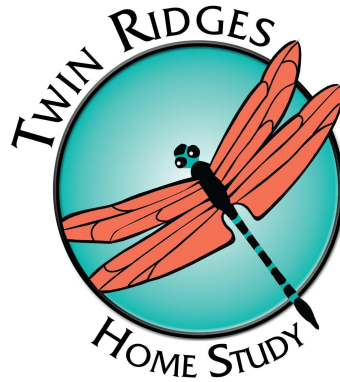


# Twin Ridges Home Study Charter School



## Board of Directors

### Regular Meeting Minutes

(530) 478-1815

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

**Date:** August 1st, 2019 at 3:30PM

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

#### A. Call to Order by Vanessa Kulgoski, Vice Board Chair, at 3:36

##### 1. Roll Call: Quorum of

###### Board of Directors:

Drew Prakash, Chair, Community Member/Student Parent *Absent*

Vanessa Kulgoski, Vice Chair, Community Member/Student Parent *Present*

Amber Buchanan, Community Member/Student Parent *Present*

Charles Antouri, Community Member/Student Parent *Present*

April Cretzman, Community Member/Student Parent *Present*

Joy Beresky, Community Member/Parent *Present*

###### Advisors to the Board:

Pauline Takhar, Director *Present*

Ian Pilcher, Secretary *Present*

**2. Guests Welcomed: Liz Grayson, Darleen Waddle, Maureen Davies, Jen Sheffo, Carli Gronik, Tina Corker, Steve.**

**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.)

*Jen Sheffo: Speaking on behalf of Liz and Joy including herself. Requesting a tabling of the vote on the Director contract. There is such a manner of disarray that it would be prudent and take a different direction in regards to the leadership being addressed. Scott Lay's response: "Thanks for your message. Increasingly alarmed to the action being reported." Imperative we work for the betterment of our school. Minimizes the collaborative spirit of our school. There needs to be change and it's time to look elsewhere. Director ultimatum: "Just need to stay in your lane" Direct changes for how these changes would be made are being requested. Board approval was stated as unnecessary for contracts by the Director. There's a direct conflict with own Board policies; this is a conflict with teachers, five which have resigned. We embrace civility and respect along with appropriate oversight.*

*Pauline Takhar: "With heavy heart" announces resignation. Helped career goals. Looks fondly back on her time here. Offers support for our new search. Offers support to staff in direction and hiring while keeping families and students as a focus. Transparency and operation; needs support to the needs of families on a holistic level and enabling competency. Announced to chair prior. Conversations were had with multiple parties. Scott Lay and members of county were part of decision. Says thank you. Enjoyed her time. Wonderful opportunity for growth. Has expectation of standards for leadership. Thank you.*

*Darlene Waddle: County representatives were here today to express concerns about the future of TRHSC. Very concerned. Over the last couple years, saw a number of issues occur. Brown Act illegalities rendered last meeting null and void. TRHSC in a strange position as own entity. Making own decisions and publicly funded. Very serious job for being held accountable and for decisions at this school. There's a need for focus on educational goals. Expressing that county is here to help. Teachers can attend Brown Act training. Training open to the public as all Board members are present and when this happens it is a public meeting. A lot of details to pay attention to so it is imperative to receive training. Usually a conflict of interest for teachers to be on Board. Attorney firms can mentor. Superintendent meetings can be of help. Many resources are available.*

## C. Program Sharing & Reports:

### 1. Director's Report

- **2019-2020 Enrollment Updates/Re-Enrollment** - Any changes in enrollment discussed. *Trickling in of families, Remy is heading enrollment, a few families are waiting. At this point we have Amy, another teacher to hire, .75FTE. Two students may be moving, can not find housing.*
- **Tri-counties bank account** - A switch for administrative control of our Tri-Counties bank account needs to be made to Holly Arellano, Pauline Takhar, and Vanessa Kulgoski due to departures in staff/board and new staff/board acquisitions. *Still in need to have bank account reconciled. Do not have the correct administration on account. Prior, had Trina, on for 13 years. Pauline will still be here as a signer until transition is made.*
- **Prior Brown Act Violations** - A discussion of Brown Act violations relating to our 7/27/19 Board Meeting needs to be discussed revolving around illegal request of funds, illegal meetings, and notice violations.
  - June 6, 2019 (Regular meeting) – Closed Session violation
  - June 27, 2019 at 9:30 AM (Special meeting) – Special meeting violation - Possible Director Salary/benefits approval violation; closed session violation, *Believed we had the correct research to approve.*
  - June 27, 2019 at 11 AM (Emergency meeting) – Agenda items do not qualify as emergency; most of the action items must be approved in a regular meeting; closed session violation; notice violation.
    - TRHSC's Board Approved LCAP & Annual Update to NCSOS by July 1 - *Tina Corker - Assistant Overseer of Student and Associate services at Nevada County. LCAP was due on the first and needed formal process. A lot of components. Should be made for June and then ready by the first. Needs public hearing for next LCAP. Traditional schools have a separate role*

*and as a charter TRHSC needs a very defensible LCAP. Pieces missing need to be addressed. CDE is enforcing that charter schools are emphasizing goal requirements and results. May be targeted as needing assistance. Differentiated assistance. Word will be official. Before, it was voluntary. Accountability system not meant to punish. Meant to support take a look at how students are doing. Establishing areas of need and how students can be helped. 7/10 schools needed assistance because of suspensions and absenteeism (not TRHSC). Math, science, english data will be indicator. Requirement for director for initial measurements to be accrued by November. Parent surveys. CHKS (health and wellness survey) data, school climate, parental involvement. Ever since LCAP came out County has worked with Charters to follow traditional school accountability. TRHSC has been involved for 3 years, needs to use the data to drive goals. In ed code. State data and local measures, end of unit assessments. New template coming out, county will show. Opportunity to start fresh. Placeholder on agenda. Would be nice to have a teacher present to assist.*

- *Action plan to remedy Brown Act Violations for the following: Training to be available. County is offering and providing outreach. Several members and teachers have shown interest or attended. Set aside resources needs to be addressed. Important for form 700 to be made for resignation. Jane McCardle, at county, handles form 700 business.*
  - a. Closed session violations
  - b. Special meeting violations
  - c. Emergency meeting violations
  - d. Notice violation
    1. Acknowledge compliance of Conflict of Interest/Form 700 Filings

2. E-mail all future TRHSC Board Meeting Agenda's to Samie White ([swhite@nevco.org](mailto:swhite@nevco.org))
3. E-mail TRHSC's Board Approved 2019-20 Meeting Calendar to Samie White ([swhite@nevco.org](mailto:swhite@nevco.org))

- **Action Plan Formation** - An action plan needs to be formed in order to remedy Brown Act Violations. *Redid agenda for this meeting and how to react in case of future violations. Important to know how to be compliant. Emergency meeting is only for actual threat. Life threatening, fire, bomb scare, etc.*
- **Certificated, Classified, & Director's Salary Schedule** - Due to the illegality of approving a Salary Schedule at a special meeting we will need to vote on approving the Director's Salary Schedule during a regular meeting with the addition of an annual \$1,000.00 Master's stipend. *This will need to be addressed as only affecting certificated and Director schedules; not classified as was noted in the Director's report and Agenda Action Items. Approval of all salary schedules.*
- **Director Contract** - Approval of the 2019/2020 director contract will need to be made in order to have an acting director and will include a one time \$500.00 payment concerning administrative training. *Asked to be tabled.*
- **Previous Action Items** - All previous action items from our last two meetings will need to be revisited.
  - **Director's Administrative Training Reimbursement** - This will be addressed on the director contract to the sum of \$500.00.
  - **LCAP** - Local Control and Accountability Plan will need to be reapproved.
  - **Board Calendar** - A calendar for Board Meeting dates will need to be reapproved. Additionally, the 4/8 approved calendar will need to be re-approved with the inclusion of learning periods. *The calendar will need to reflect that the January 2nd Meeting will need to be held on January 9th in order to coincide with winter break.*
  - **Board Members** - Board Member Michael Amico will need to be voted on again for inclusion on the TRHS board. Vanessa Kulgoski will need to be revoted on for Board

Chair. Amber Buchanan will need to be voted on again for Vice Chair of the Board.

- **Round Table for Board Members** - Assigning Board Members to Round Table (teacher/staff meetings)
- **LCAP** - Addressing our Local Accountability Plan and the formation of ideas for how to direct funding, attain goals, and develop goals for TRHS. Previously, teaching about tests was proposed.
- **Lunch Programs** - TRHS is actively pursuing consultation and service for shelf ready items to serve at our enrichment. *Trying to be most compliant as to what our families will eat, 6 week plan, cost, waste, applesauce sugar free, wheat crackers. Have to provide a nutritionally adequate meal. To be set up in a national program would require lots of time, money, more time, and facilities. Warmers. Nutritionally adequate meal, available to all, offered, but an option. No leeway, minimum hours is two. Emergency buckets - Had granola bars. Requirements for vaccinations in order to acquire school lunches may be a rumor. No minimum requirement, enough for each and every day. Food bank - Creation of snacks and school lunches for free. It's a possibility if it meets criteria and federal guidelines.*

#### **D. Action Items:**

1. Does the Board vote to approve the proposed Local Control and Accountability Plan (LCAP)? *Biggest issue, no problem to approve what's here. A lot of learning here. A lot of data missing. CHKS, no ELA Math or science. No survey data. Narratives, greatest progress, greatest needs, identical to last years LCAP, needs to be changed and altered to accommodate every year. This year's was missing. Blue sections need to be based on this year. Narratives should be made to reflect this year's status. Where are we this year? Highlights should be different. Can come from local measures. Address what the dashboard is telling you. Stakeholder section to hold regular meetings and possibly a committee.*

*Teachers are involved. California school dashboard is where the data is from. Neglected this year. Starting fresh. Opportunity for a new plan. Stakeholder meetings - Up to the team. Can have guidelines provided. Forest charter - Exemplary. Budget discussed. Small charters have a difficult time to hire someone capable of meeting accountability requirements.*

Move to Approve *Charles*                      *Second April*

Yes *Unanimous*   No *Approved Yes*

2. Does the Board vote to approve the proposed calendar for Board Regular Meetings with the changes to January 9th change?

Move to Approve    *Charles*                      *Second Amber*

Yes *Unanimous*   No *Approved Yes*

3. Does the Board vote to approve Vanessa Kulgoski as Board Chair?

Move to Approve    *Amber*                      *Second April*

Yes *Unanimous*   No *Approved Yes*

4. Does the Board vote to approve appointing Michael Amico as a Board Member?

Move to Approve *Charles*    *Second April*

Yes *Unanimous*   No *Approved Yes*

5. Does the Board vote to approve the changed Salary Schedules?

Move to Approve *Amber*    *Second Charles*

Yes *Unanimous*   No *Approved Yes*

6. Does the Board vote to approve resignation of Drew Prakash as a Board Member?

Move to Approve                      *Amber Second Charles*

Yes *Unanimous* No Approved Yes

7. Does the Board vote to approve Amber Buchanan as Board Vice Chair?

Move to Approve *April* Second *Charles*

Yes *Unanimous* No Approved Yes

8. Does the Board vote to approve resignation of Joy Beresky as a Board Member? (prayer symbol motioned by Joy)

Move to Approve *Charles* Second *April*

Yes *Amber* No Approved *Unanimous*

9. Does the Board vote to approve the proposed 2019/2020 Director Contract for the 2019/2020 school year? (*Retroactive*) *Some discussion made regarding tabling request, but decided as necessary and legal to approve.*

Move to Approve *Charles* Second *April*

Yes *Unanimous* No Approved Yes

10. Does the Board vote to approve a Board Member calendar assigning a representative to round table meetings.

Move to Approve *April* Second *Amber*

Yes *Unanimous* No *Approved*

11. Does the Board vote to approve transferring control of Tri-Counties bank administrative duties to Holly Arellano, Pauline Takhar, and Vanessa Kulgoski. (*August 9th date of resignation discussed for Pauline. Pauline will still have authority until a new director is appointed*)

Move to Approve *Charles* Second *April*

Yes *Unanimous* No Approved Yes



**F. Comments and concerns for future meetings?:**

- a. Comments
- b. Concerns *Patched concerns, turnover, alarming June meetings. We need to go to County for information and help. They have been great at looking after us. Finding a director.*

**Open Session Adjourned at 5:27**

**Next Regular Meeting Date:**

September 5th, 2019 at 3:30PM 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: July 29th, 2019 at 3:30 PM

**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)

**Notice:** In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, contact TRHS at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate your needs. {G.C. §54953.2, §54954.2(a) (1); Americans with Disabilities Act of 1990, §202 (42 U.S.C. §12132)}.

