

Twin Ridges Home Study Charter School



Board of Directors

Special Meeting Minutes

(530) 478-1815

www.trhs.us

Date: Friday, August 9th, 2019 at 9AM

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

A. Call to Order by Vanessa Kulgoski, Board Chair, at 9:08

1. Roll Call: Quorum of 4/5

Board of Directors:

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

Amber Buchanan, Board Vice Chair, Community Member/Student Parent

Present

Charles Antouri, Community Member/Student Parent *Present*

April Cretzman, Community Member/Student Parent *Present*

Michael Amico, Community Member/Parent *Absent*

Advisors to the Board:

Pauline Takhar, Director *Absent*

Ian Pilcher, Secretary *Present*

2. Guests Welcomed: *Laura Prakash - Teacher and parent, Marguerite Volfs -*

Kindergarten teacher, Holly Arellano - Business Technician, Maureen Davies - Business

Service Advisor, Scott Lay - NCSOS, Darlene Waddle - Business Service Advisor, Joy Beresky

- Teacher, Trina Hunner Teacher, Bill - Parent, Merica - Parent, Nicole - Parent, Allie -

Parent

B. 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.)

Scott Lay - Anxiety has dropped, great meeting with vanessa and amber, great love for the school has been demonstrated. Ideas have been made. Positions on the boards have been filled by unexpected rookes, site supervisors next week, job search and things are moving forward. Focus on keeping the school moving forward. Feeling good about the school being around for a long time, 40-50 years. Making sure things are working as one going forward in the changing world of charter schools. Addressing past concerns and things are looking good. Holly has been helping tremendously and clearly cares about the school. Wants what is best for parents, teachers and students. Committed to going beyond what is normally done by charter advisors. Normally would step back a bit. Coming off of threat level red.

9:14 Vanessa: Thank you for your advice. Thanks, to Holly.

Laura: Attention to an issue has come up. Teachers were assigned to one family. Now teachers are assigned to grade levels; breaking up relationships with teachers.

Vanessa: Focus right now is on metaphorical triage and keeping the school open.

April: Parents advisory committee - for about half a year and would love parent involvement. General area for ideas, field trips, and other activities.

Vanessa: Uncompensated position of responsibilities. Responsibilities would fall on her. Much of a burden on her. Need the meeting to be focused on director and agenda items.

Allie: Can someone else step in as interim director when Pauline leaves?

Vanessa: Focus of the meeting between Scott and Vanessa was the focus of how to move forward and the focus on the interim director..

Why the case load decisions came up - Director made the decisions.

Charles: From parental experience - Not OK with the change. To Joy, a wonderful lady, but have a relationship with Trina already.

Nicole: At this time with the turmoil. Imperative to remedy the teacher caseloads.

April: Reluctant to go along with changes to teachers.

Vanessa: There would be cohesion for getting the grade levels up.

Joy: Had discussions every week. Theoretically a good idea, Pauline was never at the meetings where discussions took place. Pauline never gave response to emails. Never a decision made. Not all teachers were grouped by grade. Some have all grades and the piloted idea has ineffective implementation.

Merica: Sample size was too small. Challenged that implementation was too small. Will protest. Will leave school if decision remains.

Scott: Was not a board decision. Makes the decision easy. Vanessa meeting with site supervisors should be a good idea. Still have school messenger and can do an all call. Good process for lots of matters. No passing of money to site supervisors (crowd laughs).

Trina: Some kind of communication is needed. As a teacher can address it on an individual basis. Need more information.

Vanessa: Loves the all call. Need communication. Facebook, call, emails, newsletter are great.

Steve: Communication point needs to be established by coordinators. Really going to rebrand after drama and there is a need to be able to move forward.

Vanessa: Good morning Monday call would be nice.

Steve: Expect that.

Christina: Parentsquare links to pathways and would be nice.

Charles: (Introduces Christina) - Previously worked at Yuba River School and Sierra Monte Sorri. (New teacher).

April: Loves that parents are here in numbers. Would like to see more parents involved at meetings, and committees.

Vanessa: Board meetings are available for parents and we encourage them. Meetings calendars are posted a year prior.

Pauline - letter: Dear TRHS Board, please excuse the absence, growing from opportunity, needs to grow from turmoil. Case load needs to change. Relied from feedback of parents, but was a small sample size. Discussion back in Feb, was not clear, waited til' last minute, Trina has done a great job communicating to the teachers and families. Voices need to be heard on parent advisory committee.

C. Program Sharing & Reports:

1. Board Report

- **Progress on the formation of a hiring committee** - An effort needed to be made in order to establish an action plan for the resignation of TRHSC's director. This was assigned to the formation of a hiring committee in our last meeting. Updates on any progress made. *Charles has updates on progress, in charge of hiring committee. Great candidates. Jen Sheffo. Know of her, but didn't know well. Had a discussion. She had some ideas. Spoke to parents, past board members. Contacted Jen, very good conversation. Lots of experience, very active and knowledgeable. Needs a day to respond. Has to be board assigned. Compensation package needs to be figured out. Logistics should be focused on in negotiations.. Time - will it be 50-50, FTE? Keeping the ship moving until next has been made. Jenny Travers - Possible option. Need to get the job description. Scott had a bite from a former teacher and charter rep. Amber and Vanessa met to look at a new applicant with county HR. Need PW for Ed Co. Retired K teacher to help and support possibly suggested by Scott. 10:07 - Jen needs support. She has support. April is willing to volunteer help. Substitute director. Forest substitute and over 300 other substitutes available.*
- *Ally will be coordinating committee. Do not want the committee to be too large. Taking on an increased student load is a possible solution for having less teachers available due to other responsibilities.*
- **Progress made for Facilitation Between Teachers, Director, and Board** - A facilitator may be needed and hired in order to maintain a proactive and manageable school environment while promoting teacher's, student's and

TRHSC's best interests from the perspective of an impartial third party. Staff are looking into the process of mediation. Updates on progress. *More of a facilitator. Michael has someone. Jeff has three week trip planned. April sent Amber email for nonviolent communication. Want to have cohesion. Neutral third party. Move forward, board meeting and cohesion emphasized.*

D. Action Items:

- 1. Does the Twin Ridges Home Study Charter Board approve Vanessa Kulgoski and April Cretzman as authorized approvers for accounts payable?**

Move to Approve *Amber Second Charles*

Yes 4 No 0 Approved *AYE*

- 2. Does the Twin Ridges Home Study Charter Board approve of changing the authorized signers on the Revolving Account and Clearing account, held at Tri Counties Bank. The new signers will be Holly Arellano, Vanessa Kulgoski, and April Cretzman?**

Move to Approve *Charles* Second *Amber*

Yes 4 No 0 Approved *Aye*

- 3. Does the Twin Ridges Home Study Charter Board approve of issuing a Cal Card Credit Card in the name of Holly Arellano? The credit limit shall be \$5,000.00.**

Move to Approve *April* Second *Charles*

Yes 4 No 0 Approved Aye

4) **Does the Twin Ridges Home Study Charter Board approve cancelling the**

Cal Card Credit Card, issued to Pauline Takhar?

Move to Approve Amber Second Charles

Yes 4 No 0 Approved Aye

5) **Does the Twin Ridges Home Study Charter Board accept the resignation of**

Pauline Takhar as Director of Twin Ridges Home Study Charter School?

Move to Approve Charles Second Amber

Yes 4 No 0 Approved Aye

F. Comments and concerns for future

meetings:

- a. Comments - *Yearly schedule for goals. Reach out to Forest Charter. Board is informed. Timely manner. Dashboard information. Directors Bible. Approving director.*
- b. Concerns - *Ally - Budget. Board to approve budget decisions. How is the budget going to be affected? No severance will given. Left of her own recourse. Holly and county are doing a great job with the budget.*

Open Session Adjourned at 10:11

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 24 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: August 8th, 2019 at 9:00AM

Notice: The agenda packet and supporting materials, including materials distributed less than 24 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)

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)}.

