



# Twin Ridges Home Study Charter School

## Board of Directors

### Regular Meeting Agenda

(530) 478-1815

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

**Date:** November 7th, 3:30 p.m.

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

**A. Call to Order by Vanessa Kulgoski, Board Chair, at \_\_\_\_\_**

**1. Roll Call: Quorum of \_\_\_\_\_**

Board of Directors:

Vanessa Kulgoski, Chair, Parent  
Charles Antouri, Parent  
Amber Buchanan, Parent  
April Cretzman, Parent  
Michael Amico, Community Member

Advisors to the Board:

Jennifer Sheffo, Interim Director  
Holly Arellano, Business Technician  
Ian Pilcher, Secretary

**2. Guests Welcomed:**

**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. Does the Board Approve the Consent Agenda?**

- **Adoption of the November 7, 2019 Meeting Agenda**
- **Approve of the October 3, 2019 Meeting Minutes**

- **Approve of Board Report - Financials - Warrants**
- **Approve of First Interim Budget and Narrative**
- **Approve of CA Dashboard Local Indicators**

Move to Approve \_\_\_\_\_ Second \_\_\_\_\_  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved \_\_\_\_\_

**D. Action Items**

1. Does the Board approve TRHS Employee Handbook?

Move to Approve \_\_\_\_\_ Second \_\_\_\_\_  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved \_\_\_\_\_

2. Does the Board approve the revision of the Business Technician job description?

Move to Approve \_\_\_\_\_ Second \_\_\_\_\_  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved \_\_\_\_\_

3. Does the Board approve the Business Technician step increase?

Move to Approve \_\_\_\_\_ Second \_\_\_\_\_  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved \_\_\_\_\_

4. Does the Board approve of the formation of a committee to look at alternative site for Nevada City Enrichment Classes?

Move to Approve \_\_\_\_\_ Second \_\_\_\_\_  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved \_\_\_\_\_

**E. Program Sharing & Reports:**

1. Director's Report
  - Enrollment
  - Family Leave
  - Budget
  
2. Hiring Committee Report
  
3. Board Report-April
  - Moving Nevada City Enrichment to another location

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

**Open Session Adjourned at \_\_\_\_\_**

Move to Approve \_\_\_\_\_ Scord \_\_\_\_\_  
Yes \_\_\_\_\_ No \_\_\_\_\_ Abstained \_\_\_\_\_ Approved \_\_\_\_\_

**Next Meeting Date:**

December 5, 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: November 1, 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)

**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)}.