



Twin Ridges Home Study Charter School Board of Directors

Regular Meeting Minutes

(530) 478-1815

www.trhs.us

Date: February 6, 2020 at 3:30 p.m.

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

Satellite Meeting Locations: 712 Olive Street, Wheatland, CA 95692
10046 Church Street, Truckee, CA 96161

A. Call to Order by April Cretzman, Board Chair, at _____

1. Roll Call: Quorum of _____

Board of Directors:

April Cretzman, Chair/Parent
Charles Antouri, Parent
Marieke Furnee, Parent
Vanessa Kulgoski, Parent
Jennifer Wynne, Parent

Advisors to the Board:

Jennifer Dearduff, Director
Holly Arellano, Business Technician
Nicole Raglin, Secretary

2. Guests Welcomed: Darlene Waddle-County, Maureen Davies-County, Candace Searls (Sp?)-Parent

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 February 6, 2020 Meeting Agenda**
- **Approve of the January 9, 2020 Meeting Minutes**
- **Approve of the December 5, 2019 Meeting Minutes**
- **Approve of Board Report - Financials - Warrants (01/02/19 to 02/01/20)**

Move to Approve: Vanessa Kugloski

Second: Charles Antouri

Roll Call:

April Cretzman Yes

Charles Antouri Yes

Marieke Furnee Yes

Vanessa Kulgoski Yes

Jennifer Wynne Yes

Yes 5 No 0 Abstained 0 Approved ✓

D. Action Items

1. Does the board approve the revised Salary Schedule, effective retroactively to 1/1/2020?

Background: Purchasing agent has been added to accommodate Misha's role and the state minimum wage has been increased, thus any employees receiving minimum wage will need to be paid the increased hourly rate.

Move to Approve: Charles Antouri

Second: Jennifer Wynne

Roll Call:

April Cretzman Yes

Charles Antouri Yes

Marieke Furnee Yes

Vanessa Kulgoski Yes

Jennifer Wynne Yes

Yes ___5___ No ___0___ Abstained ___0___ Approved ✓

2. Does the board approve of a handbook waiver for Twin Ridges Home Study Charter School Director Jennifer Dearduff, and allow her to take three days bereavement leave?

Background: The employee handbook stating that an employee who has worked with the school for more than three months will be allowed up to five working days off for bereavement leave. Jennifer Dearduff is requesting that she be allowed to take three days bereavement leave for the passing of an immediate family member she began work on December 2, 2019.

Move to Approve: Vanessa Kugloski

Second: Charles Antouri

Roll Call:

April Cretzman Yes

Charles Antouri Yes

Marieke Furnee Yes

Vanessa Kulgoski Yes

Jennifer Wynne Yes

Yes ___5___ No ___0___ Abstained ___0___ Approved ✓

3. Does the board approve of the Twin Ridges Home Study Charter School Safety Plan for the 2019-2020 School Year?

Per Jennifer Dearduff there are additional materials that will be added to the safety plan. The important segments have been voted on by the board.

Jennifer Dearduff will connect with the building owner and locate the shut off valves for the water main. Steve Hillis is aware of where the gas shut off is, but has been unable to locate the water location.

“Go bags” are needed for all three sites.

Move to Approve: Vanessa Kugloski

Second: Jennifer Wynne

Roll Call:

April Cretzman Yes
Charles Antouri Yes
Marieke Furnee Yes
Vanessa Kulgoski Yes
Jennifer Wynne Yes

Yes ___5___ No ___0___ Abstained ___0___ Approved ✓

4. Does the board approve of the Twin Ridges Home Study Charter School 2019-2020 Second Semester Interim Budget?

Marieke asked if we have a way of knowing in advance if we are not on track to meet our budget needs. Per Holly, this would come up at Board Meetings during discussions about Budget/Warrants. It would be brought to the attention of the board by our business manager.

April asked for clarification regarding what appears to be salary discrepancies. It was explained that depending on the responsibilities that the teacher is taking on, payment may come from different expenses (Working out of multiple locations, filling position needs outside of contractual duties, etc.).

Move to Approve: Jennifer Wynne

Second: Charles Antouri

Roll Call:

April Cretzman Yes
Charles Antouri Yes
Marieke Furnee Yes
Vanessa Kulgoski Yes
Jennifer Wynne Yes

Yes ___5___ No ___0___ Abstained ___0___ Approved ✓

5. Does the Board approve of Steve Hillis as a new board member?

Move to Approve: Vanessa Kugloski

Second: Marieke Furnee

Marieke Furnee thanked Steve Hillis for filling a board seat.

Roll Call:

April Cretzman Yes

Charles Antouri Yes

Marieke Furnee Yes

Vanessa Kulgoski Yes

Jennifer Wynne Yes

Yes 5 No 0 Abstained 0 Approved ✓

E. Program Sharing & Reports:

1. Director's Report

- School Safety Plan (Due March 1): *This was covered briefly under action item 3.*
- Board Governance Workshop: *Jennifer Wynne, Jennifer Dearduff, Nicole Raglin, April Cretzman, and Marike Furnee will be attending on February 20th.*
- Kindergarten Update: *Wednesday was down to one student, so it has been closed. We have more coming into the K class and we should be able to get it back up and running with interest of new students. We have 9 on Tuesdays and 10 on Thursdays. We are actively in the process of adding an aid (Tara, previous employee is interested.). With an aid we will be able to add a few more.*
- School repairs: *There was mold in a back janitor's closet. Jennifer Dearduff has been working with the owner to repair. It is looking good.*
- *The Nevada County Board will be visiting the school on Tuesday at 1:00 PM*
- *Survey has been sent for the LCAP. Marike was not able to take the survey, the issue is being researched. We have had 24 responses so far. Surveys sent from the teachers, no director.*
- *Enrichment teachers need to have certificates of clearance. If they would like to teach moving forward they must apply for a certificate of clearance. They have to get a livescan. It is good for a 5 year period. They are responsible for the expense.*

2. Parent Group Report

- *February potluck is planned.*
- *Native planting is still in the works. A master gardner will come out. Plants are being propagated. Possibly planting first day of Spring.*
- *Trying to get a list of things that need to be done for parent volunteers. Painting, helping with enrichment, assisting Remy in reshelving returned materials.*
- *Having more interest in the parent group.*

3. Board Report

- *When Amber stepped down April took on the task of finding a facilitator. County has recommended a Staff Development Day. The climate has changed and in a confidential email to staff the consensus was supportive of a staff development day.*
- *Parent letter was sent out on behalf of the board.*
- *Potluck flyer has been sent out.*
- *Monday's staff meeting report back, Marike Furnee: Volunteers needed.*
- *Rate of participation for testing needs to be 95%. It has gone up from 75% to 93%, we are still below charter goal. Some parents opt out for various reasons. Jennifer Dearduff is working on materials to encourage parents to participate and to counter misinformation regarding testing.*

F. Comments and concerns for future meetings?

Open Session Adjourned at _____

Move to Approve

Scnd

Yes _____ No _____ Abstained _____ Approved _____

Next Meeting Date:

March 5, 2019, 3:30 PM 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 3, 2020

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)

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)].