



Three Rivers Charter School

Regular Board Meeting

Date and Time

Tuesday June 16, 2020 at 5:30 PM PDT

Location

1211 Del Mar Dr, Fort Bragg, CA 95437

This Board meeting is being held virtually. The agenda provides any citizen an opportunity to directly address the Board under the section entitled "Community Comment" on any item under the subject matter jurisdiction of the Board that is not on the agenda. The Public will be provided an opportunity to address the Board on agenda items before or during the Board's deliberation. Each public member will have 3 minutes for comment. Members who wish to comment may use the "raise hand" option. To request a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting, please submit your request in writing to the School Director or Board President at least 10 days before the scheduled meeting date.. In compliance with Government Code section 54954.2(a) Three Rivers Charter School will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the school at (707) 964-1128 at least 72 hours prior to the meeting. The Board reserves the right to mute or remove a member of the public for inappropriate behavior which is disruptive.

Join Zoom Meeting

<https://us04web.zoom.us/j/76881411921?pwd=SHB1c3pDTXRZUE52dVI0RTArWFdqUT09>

Meeting ID: 768 8141 1921

Password: 2HZJZE

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening items			
A. Call the Meeting to Order		Jody Stickels	1 m

B. Record Attendance and Guests		Jaime Ries	5 m
C. Changes to the Agenda?	Discuss	Jody Stickels	5 m
II. Community Comment			5:41 PM
A. Community Comment	Discuss	Jody Stickels	20 m
Each person wanting to speak may have 3 minutes to make their statements. The Board will not comment unless it is to quickly clarify a procedure, process or policy.			
III. Reports			6:01 PM
A. Teacher Write-Ups	Discuss	Jody Stickels	5 m
Review teacher-write-ups and discuss.			
B. Director's Report	Discuss	Roger Coy	10 m
Discuss current school status and proposed plan for next year.			
C. Financial Report	Discuss	Jade Tippett	15 m
Treasurer presents an overview of the financial status of the school. Note any financial irregularities to be investigated.			
IV. Discussion and Action Items			6:31 PM
Topics for discussion and possible actions.			
A. Review Changes to Approved Budget	Discuss	Roger Coy	20 m
* Made adjustments to wages and salaries (+\$15K) * Added \$15K for COVID 19 related safety equipment.			
B. Approve Budget Changes - 20-21 Budget	Vote	Jody Stickels	5 m
Approve Budget Changes			
C. Business Insurance Package for 20-21 School Year	Discuss	Roger Coy	15 m
Discuss Business Insurance			
D. Approve Business Insurance for 20-21 School Year	Vote	Jody Stickels	5 m
Approve Business Insurance Package			
V. Closed Session			7:16 PM
A. Discuss Employment Details	Discuss	Roger Coy	10 m
If Needed Discuss Employment Issues			
VI. Reporting Out of Closed Session			7:26 PM
A. Action Items Taken During Closed Session	Discuss	Jody Stickels	5 m
Report Out Closed Session Action Items			
VII. Additional Action Items			7:31 PM
A. Approve Board Meetings	Approve Minutes	Jody Stickels	5 m
Review minutes and approve.			
Approve minutes for Regular Board Meeting on May 19, 2020			

VIII. Closing Items

7:36 PM

A. Adjourn Meeting

FYI

Jody Stickels

5 m

Coversheet

Teacher Write-Ups

Section: III. Reports
Item: A. Teacher Write-Ups
Purpose: Discuss
Submitted by:
Related Material: Teacher Write-Ups June 16, 2020.pdf

Teacher Write-Ups June 16, 2020

Grades 1-2

Hello TRCS Board,

Well, we did it. What a year. These last couple weeks have included wrapping up our distance learning endeavors with grades 1 & 2. In the end, we had great participation in daily Zoom lessons from 12 of the 17 students. Two students continued with the "paper only" version of the program and the remaining three showed up occasionally on zoom. We also had bi-weekly packets of work with a wide spectrum of amounts completed and returned. We had some families that completed and returned it all, some that returned hardly any, and everything in between.

Since we did not have the annual Awards Dinner this year, the staff recorded an awards ceremony together over Zoom. We shared the video via YouTube with the school community. Students responded positively, enjoyed watching it and have been picking up their award pins at school. This week families are coming to pick up pins, yearbooks and other items and return TRCS Chromebooks. Mrs. Adams and I are finishing up the Narrative Report Cards for the second semester. With Ms. Becca's support as well, we are cleaning up and cleaning out the classroom. We'll see what next year brings!

Thanks for your service,

Kim

Grades 3-4

Distance learning was robust during SIP for grades 3-4, yet relied on students embracing it, and parents setting boundaries around it, for it to succeed. As you can imagine, we witnessed a spectrum of rates of acceptance and success. I learned so much more about my students and families in both their respective responses, and in my time with the students on Zoom and Hangouts.

The feedback I received from families underscores the importance of working closely with parents to weave a safety net of support for the students to get the most from their education. This was true before SIP, but is even more critical in the new model. Luckily, as grades 3 and 4 already are comfortable working with technology and familiar/comfortable with specific academics being delivered via apps, no teaching/learning time was lost in the switch to distance learning.

I'm already thinking about next year, as I finish up this year. To increase asynchronous resources for all my students next year, I am following Ms. Adams' lead and creating a YouTube channel. Among the first recordings I will install will be the multiplication songs I used for teaching this year. The multiplication tunes, as we call them, were extremely successful for

memorizing the multiplication facts for this year's group. Mr. Kimmelman has come in twice to play the piano while I croak out the tunes, recording it all on my phone. It's not pretty, but I'm hoping the songs will help next year's students as effectively as it did this year's students, accessible on the soon-to-be You Tube channel. I will also upload art tutorials from myself and other art teachers for easy access to our distance learners.

Meanwhile, we are entering grades, writing up progress narrative report cards, receiving returned chrome books, chargers, and novels, and so on.

I feel extremely fortunate to have Ms. Huerta coming in to replace Ms. V for next year. (Giant sigh of relief goes here.) We have already begun discussions regarding tasks, flow, management, and so on.

Thank you to all of you who volunteer your time to help our school. It really does take the whole village. I hope you have a wonderful summer!

Natalie

Grades 5-6

Dear Board Members,

Well, we made it! All the way to June 5 and beyond. I have to tell you, I felt a little cruel that last week. Normally, the last week of school is filled with projects, a class field trip, a school field trip, and taking down the room. None of that was possible this year, so I had the kids doing math all the way up to Thursday! But these kids are troopers. Most of them stayed with me to the bitter end, and were rewarded with cookies if they dropped off their computers on Friday. (Don't worry, there are cookies for the kids who drop off this week too.)

It's nice to know that most of us are more resilient than we expect, more flexible than we thought we'd ever need to be. And that's a good thing, because this next year is going to require more (and more) of the same.

Please let us know if you have any questions or ideas. We're all in this together, and the staff will be looking for input from all.

Thank you for your continued support and encouragement as we venture further into the unknown. We'll never be bored again!

Linda Tulley

Grades 7-8

Hi everyone!

What a tumultuous year we have had! Thank goodness it is summer.

Even though it is summer time I am thinking about next year, especially since I am no longer going to be team teaching with Kathleen. Even though this is something new, I am excited for this new chapter my life is taking. I am positive that even though next year is my first year by myself, I can succeed because I have a very supportive team around me.

I hope you are all doing well. Have a great summer.

Dani

Coversheet

Director's Report

Section: III. Reports
Item: B. Director's Report
Purpose: Discuss
Submitted by:
Related Material: _Director's Report June 16, 2020.pdf
6.11.20 Press Release Phase 3 Health Order Final.pdf

Director's Report June 16, 2020

- Covid 19 Update
 - Statistics -
 - Total Cases: 38
 - Total Community Spread: 4
 - Total Recovered: 32
 - Total in Isolation: 6
 - Total Hospitalized at this time: 0
 - Overview of new County Health Order
 - Entering Phase 3
 - Guidance from CDE

- Board Member Terms

- Plan for 20-21
 - Must be submitted to County Health Officer



MENDOCINO COUNTY EXECUTIVE OFFICE

NEWS RELEASE

CONTACT: (707) 463-4441

TO: MENDOCINO COUNTY NEWS MEDIA

FR: MENDOCINO COUNTY EXECUTIVE OFFICE

Ukiah, California: June 11, 2020

Mendocino County Moves into Stage 3 of Reopening *Health Officer Issues New Health Order Aligning with Statewide Guidance*

On June 5, 2020, Governor Gavin Newsom [issued guidance](#) for new Pandemic Stage 3 allowable activities starting June 12, 2020, for counties with approved attestations and variance.

In response to these recent State changes, and due to the stable state of the Pandemic in Mendocino County, Health Officer Dr. Noemi Doohan issued a new Shelter-In-Place (SIP) Order today, Thursday, June 11, 2020, and effective June 12, 2020 at 3:00 p.m., allowing Mendocino County to move into Stage 3 of reopening. The following activities and industries may open with strict adherence to [state industry guidance including social distancing](#) and Health Orders, such as wearing Facial Coverings in Public:

- Campgrounds and RV parks – daily occupancy capped to 75% of sites (with other restrictions)
- Transient lodging (hotels, motels, vacation rentals) to be occupied by no more than one household including a maximum of 2 adults and their children with daily occupancy of hotels/motels capped to 75% rooms (with other restrictions)
- Tasting rooms (wineries, breweries, distilleries) and Bars (12 midnight closing)
- Gyms and fitness facilities
- Movie theaters (limited to 25% occupancy or 100 persons per showing)
- Family entertainment centers
- Museums, galleries, zoos and aquariums
- Public pools with certain restrictions

The order also clarifies that the State has allowed tanning beds to reopen as part of guidance for Limited Services and that Childcare has updated guidance including Day Camps. The Health Officer has also opened certain therapeutic services (except for those which are purely non-medical), including individual massage therapy, chiropractic and acupuncture care, reiterating that only one appointment may occupy a room at one time, and both provider and patient must wear a facial covering. Charter Boats may also now operate pursuant to the Health Officer's Order.

501 Low Gap Rd, Rm 1010
Ukiah CA 95482-3734

Office: 707-463-4441
Fax: 707-463-5649

The industry specific restrictions and state guidance information can be found in the [Health Order](#). **BEFORE businesses can reopen, they must comply with State and County guidelines, and file the Mendocino County self-certification form**, developed by the County of Mendocino in collaboration with West Business Development Center, found at <https://www.mendocinocountybusiness.org/>. **Additionally, all Permissible Higher Risk Businesses allowed in this new SIP order must file their Safe Business Reopening Plan for publication on the Mendocino county business website.**

Due to the special risks for COVID-19 transmission associated with tourism, transient lodging operations and campgrounds have specific requirements that should be closely reviewed in the Order, including the requirement to post contact information for a responsible on-site (or on-call) manager who will be available in the event of COVID-19 related issues. Transient lodging operators must also have a detailed plan for accommodating guests in the provision of housing, food and basic essentials in the event a guest is determined by a medical professional to require isolation or quarantine for COVID-19. Those lodging operators who previously self-certified for essential travel only, must re-certify complying with the new State and County guidelines for lodging.

Mendocino County's revised SIP goes in effect tomorrow Friday, June 12 at 3:00 p.m. and will be in place until 3:00 p.m. on July 3, 2020.

The Health Order is posted online at <https://www.mendocinocounty.org/community/novel-coronavirus/health-order>. The summary of the major changes will be available online on June 12, 2020. The order is enforceable by imprisonment and/or fine thus we urge all residents and businesses to closely read the order and follow it.

More information on Governor Newsom's resilience roadmap and four-staged plan to reopen California, please visit: <https://covid19.ca.gov/roadmap/>. For more information on the businesses/sectors that fall within the various stages of re-opening, [please view the Resilience Roadmap Business Sector Chart](#). The Mendocino County approved attestation is available to view on the [California Department of Public Health's Website](#).

For more on COVID-19:

www.mendocinocounty.org

Call Center: (707) 234-6052 or email callcenter@mendocinocounty.org

The call center is open Monday-Friday from 8:00 a.m. – 5:00 p.m.

Coversheet

Financial Report

Section:	III. Reports
Item:	C. Financial Report
Purpose:	Discuss
Submitted by:	
Related Material:	TreasurersReport2020-06-16.pdf 2020-05-31BalanceSheetDetail.pdf

Three Rivers Charter School Treasurer's Report June 16, 2020

Operations and Financial Status

Summary:

According to the Balance Sheet Detail as of May 31, 2020 (attached):

- Cash in Bank: \$279,054
- Cash in County Treasury Account: \$784,097
- Cash in Booster Club Account: \$21,872
- Net Assets: \$1,045,807
- Year to Date Net Gain (*Loss*): (*\$69,305*)

Notes:

- These numbers and the attached Balance Sheet Detail are as of May 31, 2020
- Summarizing the Actual to Budget Detail:
 - Total Year to Date Revenue was actually up \$46,366 from expected in the Budget
 - Total Year to Date Expenses were up \$70,689 from expected
 - The YTD bottom line is showing a net negative of (*\$69,305*) with the Budget calling for a loss of (*\$186,360*)
 - The Total Assets dropped (*\$94,693*)
 - Cautions:
 - The Special Education Encroachment is currently budgeted at \$131,013, down from the original figure of \$165,377.. TRCS made two payments of \$46,485 in March and May. The balance of \$38,043 will be due by the end of the fiscal year.
 - There are no doubt other monthly amortized bills that will come due.
- The caution to keep in mind, as always is that Three Rivers uses cash accounting, not accrual accounting. Until a check is received or sent, the transaction is not entered into the accounting. This makes for a much more fluid accounting picture.
- I am going to defer to Roger Coy, our Director for the revised 2019-20 Budget and the 2020-21 and following years' budgets. These are on tonight's agenda for a vote on some revisions.

Presented by J. Tippett, Treasurer

Three Rivers Charter

May 2020

Segment Name	Filter Applied
Object	All
Restriction	All
Location	All

Group Description	Account	Account Description	
Liquidity Ratio			17.9
Assets			
Current Assets			
Cash	9120-010	Cash in Bank(s) xxx7725	\$279,054
Cash	9125-020	Cash in County Treasury Account	\$784,097
Cash	9126-020	Cash in Booster Club Account xxx6247	\$21,872
Accounts Receivables	9290-020	Due from Grantor Governments	\$13,428
Prepaid Expenses	9330-020	Prepaid Expenses	\$8,504
Total Current Assets			\$1,106,954
Fixed Assets			
Buildings and Improvements	9420-020	Building/Leasehold Improvements	\$11,297
Furniture and Fixtures	9440-020	Furniture Fixtures and Equipment	\$12,853
Accumulated Depreciation	9425-020	Accumulated Depreciation - Building/Leasehold Improvements	(\$11,297)
Accumulated Depreciation	9445-020	Accumulated Depreciation - Furniture, Fixtures & Equipment	(\$12,113)
Total Fixed Assets			\$740
Other Assets			
Total Other Assets			-
Total Assets			\$1,107,694
Liabilities And Net Assets			

Three Rivers Charter

May 2020

Current Liabilities			
Accounts Payable	9500-010	Accounts Payable-System	\$22,216
Accounts Payable	9590-020	Due to Grantor Government	\$29,225
Accrued Salaries, Payroll Taxes, Postemployment Benefits	9501-020	Accrued Salaries	\$10,446
Total Current Liabilities			\$61,887
Long Term Liabilities			
Total Long Term Liabilities			-
Total Liabilities			\$61,887
Net Assets			
Unrestricted Net Assets	9790-020	Undesignated Fund Balance	\$1,115,112
Profit/Loss YTD			(\$69,305)
Total Net Assets			\$1,045,807
Total Liabilities And Net Assets			\$1,107,694

Coversheet

Approve Budget Changes - 20-21 Budget

Section: IV. Discussion and Action Items
Item: B. Approve Budget Changes - 20-21 Budget
Purpose: Vote
Submitted by:
Related Material: 3 Rivers V5 - 20-21 - 2020-21 Draft v2 6-8-20 (1).pdf



2019/20 P2 Budget Revision & 20-21 Draft Budget



Three Rivers Charter



NAME		2019-20 ADOPTED	2019-20 REVISED 05/15/2020	UNRESTRICTED	RESTRICTED	VARIANCE	2020-21	2021-22
TOTAL ENROLLMENT		120	97			(23)	100	100
AVERAGE DAILY ATTENDANCE		112.76	91.35			(21.41)	94.16	94.16
REVENUE	State LCFF Revenue	\$ 1,106,001	\$ 895,968	\$ 747,698	\$ 148,270	\$ (210,033)	\$ 859,400	\$ 855,539
	Federal Revenue	\$ 35,852	\$ 51,071	\$ -	\$ 51,071	\$ 15,219	\$ 47,333	\$ 48,352
	Other State Revenue	\$ 63,028	\$ 61,024	\$ 17,457	\$ 43,568	\$ (2,003)	\$ 54,590	\$ 54,637
	Local Revenue	\$ 49,460	\$ 31,372	\$ 31,372	\$ -	\$ (18,088)	\$ 31,921	\$ 32,705
	TOTAL REVENUE	\$ 1,254,341	\$ 1,039,436	\$ 796,527	\$ 242,909	\$ (214,905)	\$ 993,244	\$ 991,232
EXPENSES	Certificated Salaries	\$ 337,798	\$ 356,637	\$ 337,737	\$ 18,900	\$ 18,839	\$ 310,993	\$ 314,942
	Classified Salaries	\$ 219,698	\$ 167,704	\$ 146,338	\$ 21,366	\$ (51,994)	\$ 173,394	\$ 171,953
	Benefits	\$ 182,226	\$ 169,235	\$ 156,239	\$ 12,996	\$ (12,990)	\$ 147,473	\$ 144,652
	TOTAL PERSONNEL EXPENSES	\$ 739,722	\$ 693,577	\$ 640,314	\$ 53,262	\$ (46,146)	\$ 631,859	\$ 631,548
	Books and Supplies	\$ 107,264	\$ 73,860	\$ 47,285	\$ 26,576	\$ (33,404)	\$ 85,427	\$ 73,244
	Services and Other Operating Expenses	\$ 308,792	\$ 264,587	\$ 221,812	\$ 42,775	\$ (44,206)	\$ 213,033	\$ 219,761
	Capital Outlay	\$ 2,824	\$ 2,824	\$ 2,824	\$ -	\$ -	\$ 2,909	\$ 3,025
	Other Outgoing	\$ 165,377	\$ 92,328	\$ 92,328	\$ -	\$ (73,049)	\$ 96,072	\$ 96,072
	TOTAL OTHER EXPENSES	\$ 584,258	\$ 433,599	\$ 364,248	\$ 69,351	\$ (150,659)	\$ 397,441	\$ 392,103
	TOTAL EXPENSES	\$ 1,323,980	\$ 1,127,176	\$ 1,004,563	\$ 122,613	\$ (196,804)	\$ 1,029,301	\$ 1,023,650
SUMMARY	SURPLUS\ (DEFICIT)	\$ (69,639)	\$ (87,740)	\$ (208,036)	\$ 120,296	\$ (18,101)	\$ (36,056)	\$ (32,418)
	<i>% of LCFF Revenue</i>	<i>-6.3%</i>	<i>-10.3%</i>			<i>-2.1%</i>	<i>-4%</i>	<i>-4%</i>
	BEGINNING FUND BALANCE	\$ 1,115,112	\$ 1,115,112			\$ -	\$ 1,027,372	\$ 991,316
	ENDING BALANCE	\$ 1,045,473	\$ 1,027,372			\$ (18,101)	\$ 991,316	\$ 958,898
<i>% of LCFF Revenue</i>	<i>94.5%</i>	<i>114.7%</i>				<i>115%</i>	<i>112%</i>	

GRADE	2019-20 ADOPTED	.9-20 REVISED 05/15/2	2020-21	2021-22
ENROLLMENT BY GRADE				
K	0	0	0	0
1	10	6	6	6
2	11	11	12	12
3	12	11	13	13
4	13	14	13	13
5	12	15	14	14
6	13	12	14	14
7	25	15	14	14
8	24	13	14	14
9	0	0	0	0
10	0	0	0	0
11	0	0	0	0
12	0	0	0	0
OTHER (CTC)	0	0	0	0
TOTAL	120	97	100	100

DAILY ATTENDANCE RATE				
K	96.0%	96.0%	96.0%	96.0%
1	95.0%	95.0%	95.0%	95.0%
2	95.0%	95.0%	95.0%	95.0%
3	95.0%	95.0%	95.0%	95.0%
4	95.0%	95.0%	95.0%	95.0%
5	95.0%	95.0%	95.0%	95.0%
6	93.0%	93.0%	93.0%	93.0%
7	93.0%	93.0%	93.0%	93.0%
8	93.0%	93.0%	93.0%	93.0%
9	93.0%	93.0%	93.0%	93.0%
10	93.0%	93.0%	93.0%	93.0%
11	93.0%	93.0%	93.0%	93.0%
12	93.0%	93.0%	93.0%	93.0%
OTHER (CTC)			0.0%	0.0%
TOTAL	94.0%	94.2%	94.2%	94.2%

AVG DAILY ATTENDANCE BY GRADE				
K	-	-	-	-
1	9.5	5.7	5.7	5.7
2	10.5	10.5	11.4	11.4
3	11.4	10.5	12.4	12.4
4	12.4	13.3	12.4	12.4
5	11.4	14.3	13.3	13.3
6	12.1	11.2	13.0	13.0
7	23.3	14.0	13.0	13.0
8	22.3	12.1	13.0	13.0
9	-	-	-	-
10	-	-	-	-

11	-	-	-	-
12	-	-	-	-
OTHER (CTC)	-	-	-	-
TOTAL	112.8	91.4	94.2	94.2

P2 REVISE

AVG DAILY ATTENDANCE BY GRADE RANGE				
K-3	31.4	26.54	29.5	29.5
4-6	35.84	37.71	38.7	38.7
7-8	45.57	26.24	26.0	26.0
9-12	-	-	-	-
TOTAL	112.76	90.49	94.16	94.16

UNDUPLICATED %	68.5%	71.3%	71.3%	71.3%
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ACCT	\$perADA	ADA REV	ACCOUNT NAME	2019-20 ADOPTED	-20 REVISED 05/15/	VARIANCE	2020-21	2021-22
LCFF								
8011	-	-	LCFF; state aid	\$ 554,690	\$ 425,471	\$ (129,219)	\$ 403,327	\$ 399,466
8012	-	-	LCFF; EPA	\$ 172,979	\$ 148,270	\$ (24,709)	\$ 120,778	\$ 120,778
8096	3,560.91	322,226.75	In-Lieu of Property Taxes	\$ 378,331	\$ 322,227	\$ (56,104)	\$ 335,295	\$ 335,295
8019	-	-	Prior Year Income/Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
80XX	-	-	0	\$ -	\$ -	\$ -	\$ -	\$ -
80XX	-	-	0	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LCFF REVENUE				\$ 1,106,001	\$ 895,968	\$ (210,033)	\$ 859,400	\$ 855,539
FEDERAL								
8181	120.00	10,858.80	Special Education - Federal	\$ -	\$ -	\$ -		
8220	-	-	Federal Child Nutrition	\$ -	\$ 4,695	\$ 4,695	\$ -	\$ -
8290	-	-	All Other Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
8291	-	-	Title I	\$ 31,547	\$ 31,887	\$ 340	\$ 32,525	\$ 33,175
8292	-	-	Title II	\$ 4,305	\$ 4,489	\$ 184	\$ 4,579	\$ 4,670
8293	-	-	Title III	\$ -	\$ -	\$ -	\$ -	\$ -
8294	-	-	Title IV	\$ -	\$ 10,000	\$ 10,000	\$ 10,229	\$ 10,506
8295	-	-	Title V	\$ -	\$ -	\$ -	\$ -	\$ -
8299	-	-	Prior Year Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
8XXX	-	-	0	\$ -	\$ -	\$ -	\$ -	\$ -
8XXX	-	-	0	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FEDERAL REVENUE				\$ 35,852	\$ 51,071	\$ 15,219	\$ 47,333	\$ 48,352
OTHER STATE								
8520	-	-	State Nutrition	\$ -	\$ 395	\$ 395	\$ -	\$ -
8550	K-8 is 16.86 & 9-12 is 46.87	1,525.66	Mandate Block Grant	\$ 1,841	\$ 1,924	\$ 83	\$ 1,636	\$ 1,682
8560	153.00	13,844.97	Lottery	\$ 17,027	\$ 13,845	\$ (3,182)	\$ 12,966	\$ 12,966
8561	54.00	4,886.46	Restricted Lottery	\$ 5,412	\$ 4,886	\$ (526)	\$ 4,576	\$ 4,576
8590A	-	-	SB117	\$ -	\$ 1,493	\$ 1,493	\$ -	\$ -
8590B	-	-	CSEPDBG	\$ -	\$ -	\$ -	\$ -	\$ -
8591	1,147.00	34,039.66	SB 740 Rent re-imburement program	\$ 38,747	\$ 36,793	\$ (1,954)	\$ 35,413	\$ 35,413
8599	-	-	Prior Year State Revenues	\$ -	\$ 1,688	\$ 1,688	\$ -	\$ -
8792	521.28	47,170.63	Special Education - AB 602	\$ -	\$ -	\$ -	\$ -	\$ -
8XXX	-	-	0	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER STATE REVENUE				\$ 63,028	\$ 61,024	\$ (2,003)	\$ 54,590	\$ 54,637
LOCAL								
8639	-	-	Student Lunch Revenue	\$ 20,000	\$ 0	\$ (20,000)	\$ 0	\$ 0
8660	-	-	Interest	\$ 10,085	\$ 10,085	\$ -	\$ 10,316	\$ 10,596
8682	-	-	Foundation Grants	\$ -	\$ 3,098	\$ 3,098	\$ 3,000	\$ 3,000
8684	-	-	Student Body (ASB) Fundraising Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
8685	-	-	School Site Fundraising	\$ 18,002	\$ 16,873	\$ (1,129)	\$ 17,259	\$ 17,727
8693	-	-	Field Trips	\$ -	\$ -	\$ -	\$ -	\$ -
8698	-	-	Erate Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
8699	-	-	All Other Local Revenue	\$ 1,373	\$ 1,316	\$ (57)	\$ 1,346	\$ 1,383

8701	-	-	Foreign Exchange Program	\$ -	\$ -	\$ -	\$ -	\$ -
8784	-	-	All Other Transfers from Other Locations	\$ -	\$ -	\$ -	\$ -	\$ -
8910	-	-	Transfer in from LLC Charitable Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
8980	-	-	Student Lunch Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
8650	-	-	Rental Income	\$ -	\$ -	\$ -	\$ -	\$ -
8989	-	-	CSC Sales of Receivables	\$ -	\$ -	\$ -	\$ -	\$ -
8XXX	-	-		\$ -	\$ -	\$ -	\$ -	\$ -
<i>TOTAL LOCAL REVENUE</i>				\$ 49,460	\$ 31,372	\$ (18,088)	\$ 31,921	\$ 32,705
<i>TOTAL REVENUE</i>				\$ 1,254,341	\$ 1,039,436	\$ (214,905)	\$ 993,244	\$ 991,232

ACCT	ACCOUNT NAME	2019-20 ADOPTED	20 REVISED 05/15	VARIANCE	2020-21	2021-22
4000 - BOOKS AND SUPPLIES						
4100	Approved Textbooks and Core Curricula Materials	\$ 20,701	\$ 16,250	\$ (4,451)	\$ 12,000	\$ 12,480
4200	Books and Other Reference Materials	\$ 811	\$ 440	\$ (371)	\$ 450	\$ 468
4300	Materials and Supplies	\$ 4,453	\$ 6,312	\$ 1,860	\$ 21,000	\$ 6,240
4315	Classroom Materials and Supplies	\$ 2,330	\$ 4,780	\$ 2,450	\$ 4,000	\$ 4,160
4325	Instructional Materials (Core - Math/Science)	\$ -	\$ -	\$ -	\$ -	\$ -
4326	Instructional Materials (Core - Art/Music/Theatre)	\$ -	\$ -	\$ -	\$ -	\$ -
4330	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
4342	Materials for Athletics	\$ -	\$ -	\$ -	\$ -	\$ -
4350	Uniforms	\$ -	\$ -	\$ -	\$ -	\$ -
4354	Other Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
4381	Materials for Plant Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
4400	Noncapitalized Equipment	\$ 21,792	\$ 5,000	\$ (16,792)	\$ 2,000	\$ 2,080
4410	Software and Software License	\$ 5,780	\$ 16,288	\$ 10,508	\$ 16,777	\$ 17,448
4430	General Student Equipment	\$ 6,398	\$ 4,100	\$ (2,298)	\$ 4,200	\$ 4,368
4700	Food and Food Supplies	\$ 45,000	\$ 20,689	\$ (24,311)	\$ 25,000	\$ 26,000
4720	Other Food (meetings/events/non-NSLP)	\$ -	\$ -	\$ -	\$ -	\$ -
4XXX		0 \$ -	\$ -	\$ -	\$ -	\$ -
4XXX		0 \$ -	\$ -	\$ -	\$ -	\$ -
4XXX		0 \$ -	\$ -	\$ -	\$ -	\$ -
TOTAL BOOKS AND SUPPLIES		\$ 107,264	\$ 73,860	\$ (33,404)	\$ 85,427	\$ 73,244
5000 - SERVICES AND OTHER OPEX						
5200	Travel and Conferences	\$ 6,554	\$ 3,284	\$ (3,270)	\$ 1,500	\$ 1,560
5210	Professional Development	\$ 8,189	\$ 10,779	\$ 2,590	\$ 5,000	\$ 5,200
5223	Facility & Staff Parking	\$ -	\$ -	\$ -	\$ -	\$ -
5300	Dues and Memberships	\$ 2,775	\$ 3,481	\$ 705	\$ 3,600	\$ 3,744
5400	Insurance	\$ 15,033	\$ 15,396	\$ 363	\$ 17,500	\$ 18,200
5450	Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -
5500	Operation and Housekeeping Services/Supplies	\$ 26,196	\$ 22,000	\$ (4,196)	\$ 25,000	\$ 26,000
5501	Utilities	\$ 269	\$ 0	\$ (269)	\$ 0	\$ 0
5505	Student Transportation / Field Trips	\$ -	\$ -	\$ -	\$ -	\$ -
5600	Space Rental/Leases Expense	\$ 48,283	\$ 47,217	\$ (1,066)	\$ 47,218	\$ 47,218
5601	Building Maintenance	\$ 512	\$ 0	\$ (512)	\$ 0	\$ 0
5602	Other Space Rental	\$ 2,598	\$ 2,760	\$ 162	\$ 3,460	\$ 3,598
5603	Theater rentals	\$ -	\$ -	\$ -	\$ -	\$ -
5605	Equipment Rental/Lease Expense	\$ 2,824	\$ 3,840	\$ 1,015	\$ 3,955	\$ 4,113

5610	Equipment Repair	\$ 307	\$ 734	\$ 426	\$ 750	\$ 780
5800	Professional/Consulting Services and Operating Expenditures	\$ 89,000	\$ 59,676	\$ (29,324)	\$ 7,000	\$ 7,280
5803	Banking and Payroll Service Fees	\$ 6,390	\$ 6,700	\$ 310	\$ 6,900	\$ 7,176
5805	Legal Services	\$ 12,538	\$ 3,769	\$ (8,770)	\$ 4,000	\$ 4,160
5806	Audit Services	\$ 5,385	\$ 4,950	\$ (435)	\$ 6,000	\$ 6,240
5807	Legal Settlements	\$ -	\$ -	\$ -	\$ -	\$ -
5810	Educational Consultants	\$ 1,854	\$ 0	\$ (1,854)	\$ 1,000	\$ 1,040
5811	Student Transportation / Events	\$ -	\$ -	\$ -	\$ -	\$ -
5815	Advertising / Recruiting	\$ 525	\$ 1,100	\$ 575	\$ 1,100	\$ 1,144
5820	Fundraising Expense	\$ 12,988	\$ 13,539	\$ 551	\$ 13,500	\$ 14,040
5836	Transportation Services	\$ -	\$ -	\$ -	\$ -	\$ -
5842	Services Student Athletics/Activities	\$ -	\$ -	\$ -	\$ -	\$ -
5850	Scholarships	\$ -	\$ -	\$ -	\$ -	\$ -
5873	Financial Services	\$ 45,113	\$ 48,000	\$ 2,887	\$ 48,000	\$ 49,920
5874	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
5875	District Oversight Fee	\$ 11,060	\$ 8,960	\$ (2,100)	\$ 9,550	\$ 10,027
5877	IT Services	\$ 3,873	\$ 3,717	\$ (156)	\$ 3,500	\$ 3,640
5885	Summer School Program	\$ -	\$ -	\$ -	\$ -	\$ -
5890	Interest Expense / Misc. Fees	\$ -	\$ -	\$ -	\$ -	\$ -
5900	Communications	\$ 6,525	\$ 4,687	\$ (1,838)	\$ 4,500	\$ 4,680
5999	Expense Suspense	\$ -	\$ -	\$ -	\$ -	\$ -
5XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
5XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
5XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
5XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
5XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
TOTAL SERVICES AND OTHER OPEX		\$ 308,792	\$ 264,587	\$ (44,206)	\$ 213,033	\$ 219,761
6000 - CAPITAL OUTLAY						
6900	Depreciation Expense	\$ 2,824	\$ 2,824	\$ -	\$ 2,909	\$ 3,025
6XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
6XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
6XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
6XXX		\$ 0	\$ -	\$ -	\$ -	\$ -
TOTAL DEPRECIATION		\$ 2,824	\$ 2,824	\$ -	\$ 2,909	\$ 3,025
7000 - OTHER OUTGOING						
7000	Misc Expense			\$ -	\$ -	\$ -
7141	Special Education Encroachment	\$ 165,377	\$ 92,328	\$ (73,049)	\$ 96,072	\$ 96,072
7438	Debt	\$ -		\$ -	\$ -	\$ -
8910	Transfer in from LLC Charitable Contributions	\$ -	\$ -	\$ -	\$ -	\$ -

7XXX	0	\$ -	\$ -	\$ -	\$ -	\$ -
7XXX	0	\$ -	\$ -	\$ -	\$ -	\$ -
7XXX	0	\$ -	\$ -	\$ -	\$ -	\$ -
<i>TOTAL OTHER OUTGOING</i>		\$ 165,377	\$ 92,328	\$ (73,049)	\$ 96,072	\$ 96,072
<i>TOTAL EXPENSES</i>		\$ 584,258	\$ 433,599	\$ (150,659)	\$ 397,441	\$ 392,103

Coversheet

Business Insurance Package for 20-21 School Year

Section: IV. Discussion and Action Items
Item: C. Business Insurance Package for 20-21 School Year
Purpose: Discuss
Submitted by:
Related Material:
Three Rivers Charter School.1276.CharterSAFEProposal2021.05-28-2020.pdf
Three Rivers Charter School.1276.CharterSAFEInvoice2021.pdf

CharterSAFE

BE SAFE • FEEL SAFE

2020-2021 Membership Proposal

Prepared for:

Three Rivers Charter School

Coverage Effective:

July 01, 2020 at 12:01 AM - July 01, 2021 at 12:01 AM

California Charter Schools Joint Powers Authority
P.O. Box 969, Weimar, CA 95736
Phone: 888.901.0004 Fax: 888.901.0004
www.chartersafe.org

Issued: May 28, 2020 at 3:18 pm

DISCLOSURE: This proposal is an outline of the coverages proposed by California Charter Schools Joint Powers Authority (CCSJPA) based on the information provided by the Named Member. It does not include all of the terms, coverages, exclusions, limitation and conditions of the actual contracts. The policies themselves must be read for those details. Policy forms for your reference will be made available upon request to CCSJPA. As set forth in this document, CCSJPA DBA CharterSAFE shall be referred to as CharterSAFE.

Dear Roger,

CharterSAFE is pleased to present your membership proposal for the 2020-2021 year. Your membership includes the following:



For a more detailed listing of our member services, please contact **Karen Bianchini**, Managing Director, Risk Management, at kbianchini@chartersafe.org or (916) 880-3460.

All of CharterSAFE's coverage placements are with insurance companies that have a financial rating with A.M. Best of A- (Excellent), financial size category VII (\$50M policyholder surplus minimum) or higher or are placed with an approved California scholastic joint powers authority.

REQUIRED SIGNATURES:

To bind coverage, you must complete and sign the following:

1. The proposal acceptance at the end of the "Member Contribution Summary" page

We look forward to working with you in the 2020-2021 year!

Thank you,

The CharterSAFE Team

CharterSAFE

2020-2021 CLAIMS AND INCIDENT REPORTS GUIDELINES

Member schools must notify CharterSAFE by submitting an online report, as soon as practicable, of an occurrence, accident, injury, claim, or suit or of circumstances that may reasonably result in a claim or suit. A delay in reporting could mean lapse in coverage.

For your protection, claims will not be accepted by phone, email, or fax.

CLAIMS FILING PROCESS ON THE WEB PORTAL

- Go to www.chartersafe.org and log in.
- If you need to reset your login credentials, please reach out to your CharterSAFE Representative: **Egan Yu** at eyu@chartersafe.org.
- Hover over the "Claims" tab, choose "Submit a Claim" and our website will prompt you with a series of questions to help you determine the appropriate claim form to submit.
- Complete the online questions and select the "Submit" icon at the bottom. After submission, you will receive a confirmation email with information regarding next steps.

CLAIMS RESOURCES AND FORMS

- Hover over the "Claims" tab, choose "Resources and Forms" and you will find all supporting documents you might need when filing a claim or incident report, such as:
 - Student Accident Claim Packet (English and Spanish)
 - Volunteer Accident Claim Packet (English and Spanish)
 - Statement of No Insurance
 - Workers' Compensation Claim Form (DWC-1)
 - Employee Fact Sheet
 - Kaiser on the Job Clinics
 - Employee Injury Card

For any claim reporting questions, please contact **Dennis Monahan**, Managing Director, Claims, at (619) 878-6221 or email dmonahan@chartersafe.org.

CharterSAFE • Protecting Schools. Promoting Safety. Customizing Insurance.

1276
A
SELF
P,WC

MEMBER CONTRIBUTION SUMMARY

Three Rivers Charter School

Coverage Effective: July 01, 2020 at 12:01 AM - July 01, 2021 at 12:01 AM

Your CharterSAFE Insurance Program includes the following coverages:

Liability & Property Package Member Contribution	\$21,576
<p>Core Liability Program</p> <ul style="list-style-type: none"> • Directors & Officers Liability • Employment Practices Liability • Fiduciary Liability • General Liability • Employee Benefits Liability • Educator's Legal Liability • Sexual Abuse Liability • Law Enforcement Liability • Automobile Liability & Physical Damage 	<p>Crime Property Student & Volunteer Accident</p> <p>Additional Program Coverages</p> <ul style="list-style-type: none"> • Pollution Liability and First Party Remediation • Terrorism Liability and Property • Cyber Liability
Workers' Compensation & Employer's Liability Member Contribution	\$9,636
Total Member Contribution	\$31,212

Choose One Payment Option

- Payment in Full \$31,212**
- Installment Plan**
 - Deposit (25%) - Due Now - \$7,803
 - 9 Monthly Installments - \$2,601

*Refer to the CharterSAFE Invoice for details and instructions on payment by ACH Debits

Invoices shall become delinquent thirty (30) calendar days from installment due date. CharterSAFE membership, including insurance coverage, is subject to cancellation for any invoice over sixty (60) days past due.

Proposal Acceptance:

By signing below, I, representing the Named Member in this proposal, acknowledge that I have read the complete proposal and agree to the terms outlined within.

Print Name _____ Date _____

Signature _____ Date _____

DISCLOSURE: This proposal is an outline of the coverages proposed by California Charter Schools Joint Powers Authority (CCSJPA) based on the information provided by the Named Member. It does not include all of the terms, coverages, exclusions, limitation and conditions of the actual contracts. The policies themselves must be read for those details. Policy forms for your reference will be made available upon request to CCSJPA. As set forth in this document, CCSJPA DBA CharterSAFE shall be referred to as CharterSAFE.

Mailing Address

1211 Del Mar Drive, Suite 301
Fort Bragg, CA 95437

Continuity and Retroactive Dates

Directors & Officers Liability Continuity Date: **07/01/2011**

Employment Practices Liability Continuity Date: **07/01/2011**

Fiduciary Liability Continuity Date: **07/01/2012**

Vehicles

None scheduled.

EXPOSURES & LOCATIONS

Member contributions are calculated based on the following exposures:

Students/Employees/Payroll

Location Address(es)	Students	Employees	Payroll
Three Rivers Charter School 1211 Del Mar Drive Fort Bragg, CA 95437	100	18	\$740,000.00
Total:	100	18	\$740,000.00

Property Values

Location Address(es)	Building Value	Content Value	Electronic Data Processing (EDP)	Total Insured Value (TIV)
Three Rivers Charter School 1211 Del Mar Drive Fort Bragg, CA 95437	\$700,000.00	\$80,500.00	\$80,500.00	\$861,000.00
Total:	\$700,000.00	\$80,500.00	\$80,500.00	\$861,000.00

CORE LIABILITY PROGRAM

Core Liability Program Coverage Limits: **\$5,000,000** Per Member Aggregate

The Core Liability Program Breaks Down As Follows:

Directors & Officers, Employment Practices, and Fiduciary Liability

Coverages	Limits	Deductibles
Directors & Officers and Company Liability	\$5,000,000 per claim and member aggregate	Varies*
Employment Practices Liability	\$5,000,000 per claim and member aggregate	Varies*
Fiduciary Liability	\$1,000,000 per claim and member aggregate	\$0

*Subject to Named Member's claim experience beginning five years prior to the inception of the period of coverage up to the date of loss. One or more claims on your loss history will increase the deductible. Refer to the Memorandum of Coverage (MOC) for the detailed tiered deductibles.

0 Claim: \$15,000.00 per occurrence
 1 Claim: \$25,000.00 per occurrence
 2 Claims: \$50,000.00 per occurrence
 3 or more Claims: \$100,000.00 per occurrence

Reporting: Claims must be reported to CharterSAFE within 60 days after policy expiration. Coverage is provided on a claims-made basis.

General Liability

Coverages	Limits	Deductibles
Bodily Injury Property Damage	\$5,000,000 per occurrence and member aggregate	\$500 per occurrence for bodily injury arising out of participation in a school sponsored <i>High-Risk Activity</i> *
Medical Payments	\$10,000 per person \$50,000 per occurrence	\$0
Products and Completed Operations	\$5,000,000 per occurrence and member aggregate	\$0
Armed Assailant Sublimit	\$100,000 per occurrence and aggregate	\$0

*A list of *High-Risk Activities* is available at www.chartersafe.org or you may contact **Karen Bianchini** (kbianchini@chartersafe.org / (916) 880-3460) of CharterSAFE's Risk Management team.

Employee Benefits Liability

Coverages	Limits	Deductibles
Employee Benefits Liability	\$5,000,000 per occurrence and member aggregate	\$0

Educator's Legal Liability

Coverages	Limits	Deductibles
Educator's Legal Liability	\$5,000,000 per occurrence and member aggregate	\$2,500 per occurrence
IEP (Individualized Education Program) Defense Sublimit	\$50,000 per occurrence and aggregate sublimit	\$7,500 per occurrence

Sexual Abuse Liability

Coverages	Limits	Deductibles
Sexual Abuse Liability	\$5,000,000 per occurrence and member aggregate	\$0 if school completes training requirement \$100,000 if school did not complete training requirement
<p>*Training Mandate Sexual Abuse Prevention Training by CharterSAFE is available under the CharterSAFE Learning Center and is REQUIRED to be completed by 90% or more of staff within 90 days of coverage renewal. New employees are required to complete the training within 6 weeks of employment.</p>		

Law Enforcement Activities Liability

Coverages	Limits	Deductibles
Law Enforcement Activities Liability	\$5,000,000 per occurrence and member aggregate	\$0

Automobile

Coverages	Limits	Deductibles
Auto Liability, including autos scheduled with CharterSAFE, non-owned autos, and hired autos	\$5,000,000 per occurrence and member aggregate	\$0
Auto Physical Damage*	\$1,000,000 per occurrence and member aggregate	\$500 per occurrence for Hired Auto Physical Damage
<p>*Auto Physical Damage described herein for hired automobiles is secondary to any/all rental coverage offered by the rental company(ies). CharterSAFE strongly advises our members to purchase auto physical damage when renting vehicles.</p>		

Excess Liability - SELF

Coverage Provided by:	Schools Excess Liability Fund (SELF)
Coverage:	Excess Liability with separate Memorandum of Coverage with separate terms, conditions, and exclusions.
Limits:	\$50,000,000 per occurrence/claim and member aggregate as outlined by the SELF Memorandum of Coverage. This coverage is excess of the \$5M limits above to total a limit of \$55M.

CharterSAFE joined SELF, a nonprofit scholastic JPA in California, as a single member of SELF for excess liability coverage. Please note that SELF is a separate entity from CharterSAFE and carries a separate Memorandum of Coverage with different limits, terms, conditions and exclusions. You can access SELF JPA's information at www.selfipa.org.

Employment Practices Liability coverage within the SELF layer includes ONLY these three types: wrongful termination, discrimination, and/or sexual harassment.

CRIME

Coverages	Limits	Deductibles
Money and Securities	\$1,000,000 per occurrence and member aggregate	\$500 per occurrence
Forgery or Alteration	\$1,000,000 per occurrence and member aggregate	\$500 per occurrence
Employee Dishonesty	\$1,000,000 per occurrence and member aggregate	Varies*
Computer and Funds Transfer Fraud	\$1,000,000 per occurrence and member aggregate	\$500 per occurrence

*Subject to Named Member's claim experience beginning five years prior to the inception of the period of coverage up to the date of loss. One or more claims on your loss history will increase the deductible. Refer to the Memorandum of Coverage (MOC) for the detailed tiered deductibles.

0 Claim: \$500.00 per occurrence
 1 Claim: \$5,000.00 per occurrence
 2 Claims: \$10,000.00 per occurrence
 3 or more Claims: \$20,000.00 per occurrence

PROPERTY

Perils Include: Direct Physical Loss subject to all the terms, conditions, and exclusions established in the applicable policy(ies)

Valuation: Replacement Cost as scheduled with CharterSAFE, see "Exposures & Locations" section

Coverages	Limits	Deductibles
Property	As scheduled with CharterSAFE subject to the maximum limit of \$100,000,000 per occurrence. See "Exposures & Locations" section for scheduled limits.	\$1,000 per occurrence
Boiler & Machinery / Equipment Breakdown	As scheduled with CharterSAFE subject to the maximum limit of \$100,000,000 per occurrence. See "Exposures & Locations" section for scheduled limits.	\$1,000 per occurrence
Business Interruption	\$10,000,000 per occurrence	\$1,000 per occurrence
Extra Expense	\$10,000,000 per occurrence	\$1,000 per occurrence
Causes of Loss: Water Damage Wildfire	As scheduled with CharterSAFE subject to the maximum limit of \$100,000,000 per occurrence. See "Exposures & Locations" section for scheduled limits.	Varies*

*Subject to Named Member's claim experience beginning five years prior to the inception of the period of coverage up to the date of loss. One or more claims on your loss history will increase the deductible. Refer to the Memorandum of Coverage (MOC) for the detailed tiered deductibles.

0 Claim: \$1,000.00 per occurrence
 1 Claim: \$5,000.00 per occurrence
 2 Claims: \$10,000.00 per occurrence
 3 or more Claims: \$20,000.00 per occurrence

PLEASE NOTE:

If you have a renovation/construction project valued over \$200,000 in hard and soft costs, please contact your CharterSAFE Representative: Egan Yu at eyu@chartersafe.org. CharterSAFE is able to endorse builder's risk coverage for renovation projects up to \$10,000,000 onto your policy. Additional premium would apply.

If you are interested in a separate policy for flood and/or earthquake coverage, please contact Kiki Goldsmith (Kiki_Goldsmith@ajg.com/ 949-349-9842).

STUDENT AND VOLUNTEER ACCIDENT

Coverages	Limits	Deductibles
Student Accident	\$50,000 per injury/accident 104 Week benefit period	\$500 per injury/accident for <i>High-Risk Activities</i> *
Volunteer Accident	\$25,000 per injury/accident 104 Week benefit period	\$500 per injury/accident for <i>High-Risk Activities</i> *

*A list of *High-Risk Activities* is available at www.chartersafe.org or you may contact Karen Bianchini (kbianchini@chartersafe.org / (916) 880-3460) of CharterSAFE's Risk Management team.

Terms & Conditions:

- Coverage is provided on an excess basis, but would become primary should the student not have health insurance.
- Claim submission deadline: 90 days after the Covered Accident.

Optional Catastrophic Student Accident Coverage:

If interested in obtaining higher limits with or without sports included, please contact:

Gallagher
18201 Von Karman Avenue, Suite #200
Irvine, CA 92612

Kiki Goldsmith
Client Service Executive
Kiki_Goldsmith@ajg.com
949-349-9842

ADDITIONAL PROGRAM COVERAGES

Pollution Liability And First Party Remediation

Coverages	Limits	Deductibles
Pollution Liability and First Party Remediation	\$1,000,000 per pollution condition or indoor environmental condition \$5,000,000 CharterSAFE Members' Combined Annual Aggregate	\$10,000 per occurrence

Reporting: Claim must be reported to CharterSAFE within 60 days after policy expiration.
Coverage is provided on a claims-made basis.

Terrorism Liability

Coverages	Limits	Deductibles
Terrorism Liability	\$5,000,000 per occurrence and CharterSAFE Members' Combined Annual Aggregate	\$0

Reporting: Claim must be reported to CharterSAFE within 60 days after policy expiration.
Coverage is provided on a claims-made basis.

Terrorism Property

Coverages	Limits	Deductibles
Terrorism Property	As scheduled with CharterSAFE subject to the maximum limit of \$20,000,000 per occurrence. See "Exposures & Locations" section for schedule limits.	\$1,000 per occurrence

Cyber Liability

Coverages	Limits	Deductibles
Cyber Liability	\$1,000,000 per claim \$5,000,000 CharterSAFE Members' Combined Annual Aggregate	\$2,500 per claim

Coverage Includes:

- Privacy Notification Costs
- Regulatory Fines and Claim Expenses for Privacy Liability
- Extortion Damages for Extortion Threat
- Crisis Management Expenses
- Business Interruption

Reporting: Claim must be reported to CharterSAFE within 60 days after policy expiration.
Coverage is provided on a claims-made basis.

Requirement for Coverage to be in effect: Completed cyber application.

WORKERS' COMPENSATION & EMPLOYER'S LIABILITY

Coverages	Limits	Deductibles
Workers' Compensation	Statutory	\$0
Employer's Liability	\$5,000,000 per Accident \$5,000,000 by Disease per Employee \$5,000,000 by Disease Policy Limit	\$0

Auditable:

The estimated payroll figure will be audited at the end of each coverage period. CharterSAFE will request copies of the 941 Federal Quarterly Reporting Forms on a quarterly basis to verify the payroll figure. If the estimated payroll figure has been overestimated, a refund will be issued. If the estimated payroll figure has been underestimated, an invoice for the additional amount due will be issued.



INVOICE

Invoice Date: May 28, 2020
Account Number: 1276

INSURED: Three Rivers Charter School

CONTACT: Roger Coy

ADDRESS: 1211 Del Mar Drive, Suite 301
Fort Bragg, CA 95437

Member Contribution for Policy Year 2020-2021

(Choose one option)	Amount	Use ACH	Due Date
<input type="checkbox"/> Payment in Full	\$31,212.00	<input type="checkbox"/>	Due Now

Installment Plan:

Deposit (25%)	\$7,803.00	<input type="checkbox"/>	Due Now
Monthly Installment	\$2,601.00	<input type="checkbox"/>	August 01, 2020

9 installments due the 1st of every month

ACH PAYMENT OPTION!
See attached ACH form if you wish to take advantage of this payment option for Payment in Full, 25% Deposit, Monthly Installment or both 25% Deposit and Monthly Installment payments.

Please Remit All Payments To: CharterSAFE
P.O. Box 969
Weimar, CA 95736

Questions/Comments: Whitney Delano
Managing Director of Operations and Insurance
Phone: (888) 901-0004
Email: wdelano@chartersafe.org

Payment in Full or 25% Deposit are due at the time the proposal is accepted by signing and submitting Member Contribution Summary page of this proposal. CharterSAFE membership, including insurance coverage, is subject to cancellation for any invoice over sixty (60) days past due.

Coversheet

Approve Board Meetings

Section: VII. Additional Action Items
Item: A. Approve Board Meetings
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on May 19, 2020

APPROVED

Three Rivers Charter School

Minutes

Regular Board Meeting

Date and Time

Tuesday May 19, 2020 at 5:30 PM

Location

1211 Del Mar Dr, Fort Bragg, CA 95437

This Board meeting is being held virtually. The agenda provides any citizen an opportunity to directly address the Board under the section entitled "Community Comment" on any item under the subject matter jurisdiction of the Board that is not on the agenda. The Public will be provided an opportunity to address the Board on agenda items before or during the Board's deliberation. Each public member will have 3 minutes for comment. Members who wish to comment may use the "raise hand" option. To request a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting, please submit your request in writing to the School Director or Board President at least 10 days before the scheduled meeting date.. In compliance with Government Code section 54954.2(a) Three Rivers Charter School will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the school at (707) 964-1128 at least 72 hours prior to the meeting. The Board reserves the right to mute or remove a member of the public for inappropriate behavior which is disruptive.

Join Zoom Meeting

<https://us04web.zoom.us/j/75868339295?pwd=RIYxSl0KzIOVU1nbIRMVEdiUHVoZz09>

Meeting ID: 758 6833 9295

Password: 7jbq20

Directors Present

J. Ries (remote), J. Stickels (remote), J. Tippet (remote), M. Montalvo (remote)

Directors Absent

A. Friscia, I. Saldana, M. Wasco

Guests Present

Becky Walker, K. Morgan (remote), K. Morgan (remote), Mary Makela

I. Opening Items**A. Call the Meeting to Order**

J. Stickels called a meeting of the board of directors of Three Rivers Charter School to order on Tuesday May 19, 2020 at 5:31 PM.

B. Record Attendance and Guests**C. Changes to the Agenda?**

None.

II. Community Comment**A. Community Comment**

None.

III. Reports**A. Teacher Write-Ups**

No comments.

B. Director's Report

R. Coy reported on county order related to COVID-19. Gave update.

All teachers are still receiving regular pay.

FBUSD will provide lunch for community children through June 2, 2020.

R. Coy reported regarding teachers' feedback on student participation in remote learning. LCAP- Operations plan will be submitted in lieu of LCAP.

Variety show was completed. Art show is coming up. Attempt to create community among students.

2020-21 school year- discussions are ongoing regarding how that will look, i.e. remote learning, classroom learning.

No summer school this summer.

Proposal for school at TRCS next year: Provide an experience that's as close to normal as possible. Have 4 seat-based classrooms; 12 kids per classroom. Keep required spacing. Install plexi-glass dividers in classroom. Recommend masks for students. Up to 48 students could attend classroom-based school at TRCS. Beyond that we will offer online school for remainder of students. Still trying to figure out what that will look like. Remove swings, block off bars-- because they are commonly used. Bring in additional staff for after school program because we would have to divide students into groups. No 4th-5th grade teacher in classroom. May need to pull in Rana Adams for that classroom.

C. Financial Report

J. Tippet gave a financial update.

See attached financial report.

Proposed budget for next school year discussed.

IV. Discussion and Action Items

A. Grading Policy Addendum

Grading modifications for 2019-20 school year.

Grades 1-6 will receive regular grading system through March 16, 2020. Narrative grading for March 17, 2020- end of school year.

Grades 7-8- regular grading system through March 16, 2020. Continue regular grading with no penalties from March 17, 2020 through end of school year. And narrative grading in addition.

This grading change will only be effective for the 2019-2020 school year.

Board needs to approve this change.

B. Approve Changes to Grading Policy

J. Stickels made a motion to adopt the grading modifications for the 2019-2020 school year.

J. Ries seconded the motion.

The board **VOTED** to approve the motion.

C. Review Revised Budget for 19-20 and proposed budget for 20-21 School Year

R. Coy reviewed reduced losses for 2019-20 school year. Reviewed revised 2019-20 budget.

Also reviewed proposed budget for 2020-21.

D. Adopt Budget for 20-21 School Year

J. Tippett made a motion to adopt the revised (as of 5/19/20) 2019-2020 budget and the proposed 2020-2021 budget.

M. Montalvo seconded the motion.

The board **VOTED** to approve the motion.

E. Review and Adopt Operation Plan for COVID 19

See attached Operation Plan for COVID-19.

Board needs to adopt the Operation Plan.

F. Adopt Operation Plan for Covid 19

J. Ries made a motion to adopt the operation plan for COVID-19.

M. Montalvo seconded the motion.

The board **VOTED** to approve the motion.

V. Closed Session

A. Executive Evaluation and Compensation Discussion

Discussion regarding contract for R. Coy for 2020-2021 school year.

B. Employee Compensation Plan Discussion

Discussion of teacher and aide contracts for 2020-2021 school year.

C. Board Terms

Discussion regarding board terms and upcoming vacancies.

VI. Report Out Closed Session Actions Taken

A. Approve Compensation For School Director

J. Stickels made a motion to approve a 3% increase in director, R. Coy's salary for 2020-21 school year.

J. Tippett seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

J. Ries	Aye
M. Wasco	Absent
M. Montalvo	Aye
I. Saldana	Absent
J. Stickels	Aye
A. Friscia	Absent
J. Tippett	Aye

B. Approve Compensation Increase for Staff

J. Stickels made a motion to approve increases to staff salaries for 2020-21 school year.

J. Ries seconded the motion.

The board **VOTED** to approve the motion.

VII. Additional Action Items

A. Discuss Actions Taken in Closed Session

B. Approve Board Meetings

J. Tippett made a motion to approve the minutes from Regular Board Meeting on 03-17-20.

M. Montalvo seconded the motion.

The board **VOTED** to approve the motion.

C. Approve Board Meeting Minutes

J. Ries made a motion to approve the minutes from Regular Board Meeting on 04-21-20.

M. Montalvo seconded the motion.

The board **VOTED** to approve the motion.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:09 PM.

Respectfully Submitted,

J. Ries