



Three Rivers Charter School

Regular Board Meeting

Date and Time

Tuesday March 21, 2023 at 5:30 PM PDT

Location

This Board Meeting is being held in person at Three Rivers Charter School 1211 Del Mar Dr., Fort Bragg, CA, in the Jr. High Classroom.

Meeting attendees may also join virtually using the Google Meet link provided.

Google Meet joining info:

Video call link: <https://meet.google.com/soy-aovd-dog>

Or dial: (US) +1 361-384-6834 PIN: 508 832 702#

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Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening items			
A. Call the Meeting to Order		Jade Tippett	1 m
B. Record Attendance and Guests		Jaime Ries	2 m
C. Changes to the Agenda?	Discuss	Jade Tippett	2 m
II. Community Comment			5:35 PM
A. Community Comment	Discuss	Jade Tippett	10 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			5:45 PM
A. Student Representative Report	Discuss	Kim Morgan	10 m
School President Abigail Ries to give report.			
B. Teacher Reports	FYI	Kim Morgan	10 m
A monthly write up with updates and information from each classroom are submitted by the teachers.			
C. Director's Report	Discuss	Kim Morgan	15 m
D. Financial Reports	Discuss	Jenna Hoyt	15 m

	Purpose	Presenter	Time
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IV. Discussion and Action Items **6:35 PM**

Topics for discussion and possible actions.

A. Approve Minutes of February Regular Meeting	Approve Minutes	Jade Tippett	2 m
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B. Determination of Live or Remote Meeting	Vote	Kim Morgan	5 m
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As per AB 361 the board shall determine, by unanimous vote every 30 days, whether meeting in person is puts the health of attendees at risk during the declared state of emergency.

C. Consider Revision of Covid 19 Protocols	Vote	Kim Morgan	10 m
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CDPH has updated return to school protocols for those testing positive for Covid. Consider revising TCRS protocols to follow suit.

V. Closing Items **6:52 PM**

A. Adjourn Meeting	FYI	Jade Tippett	1 m
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Coversheet

Teacher Reports

Section: III. Reports
Item: B. Teacher Reports
Purpose: FYI
Submitted by:
Related Material: Teacher Reports 3.21.23.pdf

Teacher Reports - March 21, 2023

Maria Gibson, Grades 1 & 2

Good afternoon Board Members,

Our morning circle is looking at the character trait of Resilience. Daily math practices look at the open number line and solving problems.. Daily vocabulary practices include writing sentences using first grade sight words and second grade vocabulary words.

The ELA centers:

Choral reading from the reading A-Z program with Ms. Skiver: Group 1 is reading Are You from India? (Level F). Group 2 are reading American Football (Level H). Group 3 are reading Hawaii Volcanoes National Park (Level K). Group 4 are reading Dr. Elizabeth Blackwell (Level T).

In the vocabulary center students work through six words corresponding to their reading a-z books. What these six words mean, synonyms and antonyms and how to apply their meaning in sentences.

In the writing center the first grade students are looking at capitalization and rewriting sentences. Second Grade students are writing paragraphs based on prompts that include opinion writing.

In the Wit & Wisdom curriculum we are continuing the Module called Good Eating. We are reading and analyzing the book The Digestive System by Christine Taylor Butler.

We are on Unit 3 in the Math Bridges Curriculum . First Grade students are looking at adding numbers in the teens and double digits. Second Grade students are looking at the open number line as a strategy to solve problems.

In the Mystery Science Curriculum we are looking at the unit on Animal Biodiversity.

In the Studies Weekly Curriculum for social studies we are looking at the unit on Cultural Literacy, One State Many People.

Art occurs every Thursday. This week we are making Leprechaun traps!!

Mrs. Gibson

Natalie Shoptaw, Grades 3 & 4

We have started a 4th grade module in Wit and Wisdom called Great Heart. Students looked closely at what it means to have a figurative great heart. We looked at the life of Clara Barton in close detail and wrapped up last week with an essay writing about her, which proved VERY challenging for many of the students, particularly the younger ones. We are moving on to literal great hearts with the book, The Circulatory Story. While written for kids, it is a very challenging text as they go into detail about the human circulatory system.

We had a fun time exploring the relationship between vibration and sound in the last two weeks. Students built "Sound Sandwiches" from popsicle sticks and rubber bands. They blow on them to produce a noise similar to a kazoo. A few students then earned an extended learning opportunity because they had all their assignments caught up. So, during Friday's customary task completion period, these students made a "Bee Hummer" also built from popsicle sticks, rubber bands, 1/2 of an index card, and cap erasers - with a string attached. When swung, it makes a noise that resembles bees buzzing.

Dani Krebs, Grades 5 & 6

Hello everyone.

We are still plowing away at our academics and getting ready for next year. The 6th graders have finished a math unit, and they will start the new one next week. The 5th graders are almost done their math unit, and will soon move on to another topic. In ELA, the students are reading a book called "We are the Ship" which is about African American baseball players before Jackie Robinson. It is part of our unit about "breaking barriers."

The 5/6 grade class has a field trip planned for April 6. It is at Big River and different emergency groups will be there at stations. The students will move from different stations and see what these emergency responders do.

We also have our Mackerricher State Park field trip still planned where we will look at tide pools with a guide. I am really looking forward to it!

The students are diligently working on their science fair projects at home. They will present to the class on March 29th and show us all what they have been working on.

Until next time,

Dani Krebs

Mike Lang, Grades 7 & 8

I'm very excited for the weeks ahead, as our class forges their path into the end of the school year.

We are beginning the final component of the Perspectives Unit in our MyPerspectives curriculum. Students are reading about a few more inspiring people that overcame "impossible" odds and obstacles. Our unit will be wrapping up with an informative essay, which is a good change of pace for our class' writing portfolios.

In Mathematics, we are continuing to dig deep into Geometry and Polynomials. In our standard mathematics curriculum, students are learning more about area, surface area, and volume. In Algebra I, we are breaking down how to factor polynomials and solve for "x" when there is more than one correct answer.

Our science and history classes are continuing very well. Our McGraw-Hill curriculum is continuing our journey through Early Rome, as we learn about the end of the Republic and the beginning of the Empire. We are utilizing most of our science class time preparing for the Science Fair, which should be a great demonstration of our class' abilities.

Our class is most excited about our non-core curriculum. We published the first episodes of our class YouTube Channel and are very excited to continue on this new adventure as a class! We are also continuing to learn CPR and First Aid in Health, which is a great skill to have. Our life skills course is beginning to focus on our values and managing conflict and relationships, as well as leading us to learn some new group and interpersonal communication skills.

As always, I'm very appreciative of this community and this is a great group of students we have and I look forward to each day that I get to work with them.

- Mr. Lang

Rana Adams, Student Programs Specialist

After School Basketball is off to a great start, with 23 students signed up! Basketball has also been popular during recess lately with 3-6th grade. The 5/6 class even organized their own one-v-one tournament! It was lovely to see their self driven efforts. Plans are in the works for junior coaches to referee basketball games for the younger grades in the near future. There are two more weeks to go, then Wrestling with Mr. Lang is next.

In PE students in 3-6th grade have just finished their last round of fitness stations that are designed to prepare them for the National Fitness Test. These aerobic and anaerobic exercises target the main muscle groups such as the biceps, abdominals, quadriceps, and hamstrings. There are also one or two stations that concentrate on stretching. This test is administered to the 5th and 7th grade students each year, and we will be starting this in April. We have also been running laps around the field every other week (7 laps equals 1 mile), and adding an additional lap every month. The students have now officially reached the 1 mile distance! This is very exciting for them to see they are capable of this feat! We will start timing and recording their mile run now so they can set goals for personal records.

In electives, Tinkering has been a fun adventure with learning about hot glue and basic mechanical engineering, sculpting with wire, coding and commanding robot rovers, designing wheels for rovers, and next week dissecting old laptops! I'm having a lot of fun watching their "wheels" turning! Mr. Tulley has been an incredible connection and resource with the activities and the [Tinkering School in San Francisco](#) that is lending us their robot rovers.

The Yearbook Committee (three seventh graders and one eighth grader) joins me twice a week to create the yearbook. They are learning about graphic design, equity in school publications, photography concepts, and digital art! They are excited about their ideas to make this yearbook special and unique to them while still working cohesively as a team. So much fun!

I also got to substitute for Ms. Krebs this week and it just so happened to be Pi day (3.14 for March 14th)! So I had fun bringing many activities related to circumference, diameter, and radius to the class all day long. The highlight was finishing the day with a play on words for Pi... we made pies! For each circumference equation they completed they got to add a topping of their personal "pie" (made out of rice crispy treats and pudding). It was a blast and I hope they always remember Pi day now and that math is all around us!

Thanks to the board and MS. MORGAN for supporting all the amazing extracurriculars and enrichment for our students. I feel so grateful to be a part of this team!

Coversheet

Director's Report

Section:	III. Reports
Item:	C. Director's Report
Purpose:	Discuss
Submitted by:	
Related Material:	Director's Report 3.21.23.pdf

Director's Report

March 21, 2023

- **Enrollment for next year underway**
- **Playground Improvements**
 - Workday Saturday March, 25th
 - American Legion Riders Lost Coast Chapter donation & collaboration
- **Facility Project Update**
 - As Built Drawings being completed by Architect Debra Lennox
 - Request for Proposals (RFP) for full Design/Build going public soon
 - Access hole for inspection of under the building happening
- **LCAP Update**
- **Spring Field Trips:**
 - 1-2 to **Pt. Cabrillo LightHouse**
 - 5-6 to **MacKerricher & Safety Day at Big River**
 - 3-4 & 7-8 to **Humboldt overnight** (Marine Science lab, CalPoly, Arcata Marsh, Redwood groves)
- **Spring School Events:**
 - March 22-24 **Spring Dress Up Days**
 - March 29 **Science & Art Fair Night**
 - May 5 **Spelling Bee**
 - May 24th **Variety Show and Music Concert**
 - June 1 **Awards BBQ**
 - June 8th **Fun Fair**
- **Meals Program Update**
 - TRCS is serving 45-60 lunches total everyday, 35-50 of those are Harvest prepared meals. Since we changed the menu in March, Harvest meal orders have increased, peanut butter jelly sandwich numbers decreased. Students seem really pleased with the changes, which were:
 - eliminated wraps / replaced with burritos (kiddos have the option of vegetarian or chicken burritos: they are pinto beans, mexican rice, cheese, pico de gallo. So far the difference is we ordered 5-8 wraps, and are now ordering 30 burritos)
 - eliminated vegetable lasagna / replaced with mac & cheese and added side green salad (lettuce, tomato, carrot, cucumber. difference from ordering two trays lasagna to five trays mac & cheese)

- added green salad to popular pasta bake day and new item: chicken tikka masala is very popular, so far it's been served twice and the numbers were between 30-38
- Rearranged order of the menu to mix up variety within the week, as well as creating a pattern between the two week planning. all meals are providing the required daily and weekly nutrition requirements

Coversheet

Financial Reports

Section:	III. Reports
Item:	D. Financial Reports
Purpose:	Discuss
Submitted by:	
Related Material:	Balance Sheet 2023-02-28.pdf Treasurer's Report 2023-03-13.pdf



Three Rivers Charter School Balance Sheet

	Year To Date 02/28/2023 <small>Current Year Balance</small>	Year To Date 02/28/2023 <small>Difference</small>
Assets without interfund due from		
Cash and Cash Equivalents		
911000-TRC-020 - Cash in County Treasury	1,326,214.52	1,326,214.52
912000-TRC-020 - Cash in General Account	305,780.93	305,780.93
912600-TRC-020 - Cash in ASB account	16,944.55	16,944.55
Total Cash and Cash Equivalents	<u>1,648,940.00</u>	<u>1,648,940.00</u>
Accounts Receivable		
929000 - Due from Grantor Governments	7,028.59	7,028.59
Total Accounts Receivable	<u>7,028.59</u>	<u>7,028.59</u>
Prepaid Expenses		
933000 - Prepaid Expenses	696.55	696.55
Total Prepaid Expenses	<u>696.55</u>	<u>696.55</u>
Fixed Assets		
942000 - Building/Leasehold Improvements	11,296.75	11,296.75
944000 - Furniture Fixtures and Equipment	12,853.36	12,853.36
945000 - Construction in Progress	8,950.00	8,950.00
Total Fixed Assets	<u>33,100.11</u>	<u>33,100.11</u>
Accumulated Depreciation		
942500 - Accumulated Depreciation - Building Improvements	(11,296.75)	(11,296.75)
944500 - Accumulated Depreciation - Furniture & Fixtures	(12,853.36)	(12,853.36)
Total Accumulated Depreciation	<u>(24,150.11)</u>	<u>(24,150.11)</u>
Total Assets without interfund due from	<u>1,665,615.14</u>	<u>1,665,615.14</u>
Total Liabilities and Net Assets		
Liabilities without interfund due to		
Accounts Payable		
950000 - Accounts Payable-System	3,464.57	3,464.57
Total Accounts Payable	<u>3,464.57</u>	<u>3,464.57</u>
Other Short Term Liability		
965000 - Deferred Revenue	169,383.29	169,383.29
Total Other Short Term Liability	<u>169,383.29</u>	<u>169,383.29</u>
Accrued Liabilities		
950100 - Accrued Salaries	6,455.29	6,455.29
950300 - Accrued STRS	7,248.92	7,248.92
950600 - Credit Card Payable	(3,923.22)	(3,923.22)
959000 - Due to Grantor Governments	31,433.14	31,433.14
Total Accrued Liabilities	<u>41,214.13</u>	<u>41,214.13</u>
Total Liabilities without interfund due to	<u>214,061.99</u>	<u>214,061.99</u>
Net Increase/(Decrease) in Net Assets		
Total Revenue		
LCFF Revenue	617,646.00	617,646.00
Federal Revenue	85,267.47	85,267.47
State Revenue	43,563.62	43,563.62
Local Revenue	30,191.89	30,191.89
Total Revenue	<u>776,668.98</u>	<u>776,668.98</u>
Total Expenses		
Salaries and Benefits		
Certificated Salaries	188,425.40	188,425.40
Classified Salaries	156,163.04	156,163.04
Benefits	98,826.67	98,826.67
Total Salaries and Benefits	<u>443,415.11</u>	<u>443,415.11</u>
Operational Expenses		
Books and Supplies	81,590.51	81,590.51
Services	172,926.23	172,926.23
Total Operational Expenses	<u>254,516.74</u>	<u>254,516.74</u>
Total Expenses	<u>697,931.85</u>	<u>697,931.85</u>
Total Net Increase/(Decrease) in Net Assets	<u>78,737.13</u>	<u>78,737.13</u>
Ending Net Assets		



Three Rivers Charter School Balance Sheet

	Year To Date 02/28/2023 Current Year Balance	Year To Date 02/28/2023 Difference
979000 - Net Assets	492,999.66	492,999.66
979700 - Temporarily restricted Net Assets	879,816.36	879,816.36
Total Net Assets	1,372,816.02	1,372,816.02
Total Total Liabilities and Net Assets	1,665,615.14	1,665,615.14

Three Rivers Charter School Treasurer's Report March 13, 2023

Operations and Financial Status

Summary:

According to the Balance Sheet Detail as of February 28, 2023 (attached):

- Cash in Bank: \$305,780
- Cash in County Treasury Account: \$1,326,214
- Cash in Booster Club Account: \$ 16,944
- Total Liabilities and Net Assets: \$1,665,615
- Accounts Receivables: \$7,028
- Deferred Revenue: \$169,383
- Accounts Payable: \$3,464 (Due to Grantor Government - \$31,433)
- Year to Date Net Gain (*Loss*) : \$78,737

Notes:

- These numbers and the attached Balance Sheet Detail are as of February 28, 2022

Presented by J. Hoyt, Treasurer

Coversheet

Approve Minutes of February Regular Meeting

Section: IV. Discussion and Action Items
Item: A. Approve Minutes of February Regular Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on February 28, 2023

APPROVED



Three Rivers Charter School

Minutes

Regular Board Meeting

Date and Time

Tuesday February 28, 2023 at 5:30 PM

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Directors Present

A. Dominguez, D. Vogele, J. Hoyt, J. Ries, J. Tippett, L. Norman

Directors Absent

C. Peña

Directors who arrived after the meeting opened

L. Norman

Guests Present

Dani Krebbs, K. Morgan, Mary Makala (remote), Susan Lefkowitz (remote)

I. Opening Items

A. Call the Meeting to Order

J. Tippett called a meeting of the board of directors of Three Rivers Charter School to order on Tuesday Feb 28, 2023 at 5:33 PM.

B. Record Attendance and Guests

C. Changes to the Agenda?

None at this time.

II. Community Comment

A. Community Comment

None at this time.

III. Reports

A. Student Representative Report

K. Morgan gave a report from Mr. Lang and student council. Anticipated student council hosted events were listed--including spring spirit week, science and art fair.

B. Teacher Reports

Teacher reports will be provided at a later date.

C. Director's Report

L. Norman arrived at 5:40 PM.

K. Morgan provided oral director's report. Meal program is under review by CDE. Looking good so far. Menu has been revised.

Whole school attended Chinese New Year's parade. First all-school field trip this school year. It was a success.

After school sports program is doing basketball in March and planning for wrestling before the end of the year.

Facilities project is underway. New as-built drawings are needed. Will be seeking an architect for the project soon.

D. Financial Reports

J. Hoyt gave oral financial report. See attached Treasurer's Report and Balance Sheet.

IV. Discussion and Action Items

A. Approve Minutes of Regular Meeting 1.17.23

A. Dominguez made a motion to approve the minutes from Regular Board Meeting on 01-17-23.

J. Hoyt seconded the motion.

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

Roll Call

J. Tippett	Aye
A. Dominguez	Aye
J. Hoyt	Aye
D. Vogele	Aye
C. Peña	Absent
L. Norman	Aye
J. Ries	Aye

B. Approve Minutes from Special Meeting 1.30.23

D. Vogele made a motion to approve the minutes from Special Board Meeting on 01-30-23.

J. Hoyt seconded the motion.

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

Roll Call

D. Vogele Aye
J. Tippett Aye
J. Ries Aye
J. Hoyt Aye
L. Norman Aye
A. Dominguez Aye
C. Peña Absent

C. Determination of Live or Remote Meeting

K. Morgan discussed options going forward regarding live vs. remote meetings.
L. Norman made a motion to approving the board's continued ability to meet remotely (under AB 361) in the event that a declared state of emergency is declared in California or in Mendocino County.
A. Dominguez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Dominguez Aye
D. Vogele Aye
J. Hoyt Aye
J. Ries Aye
C. Peña Absent
J. Tippett Aye
L. Norman Aye

D. Discuss and Approve 2nd Interim Budget Report

S. Lefkowitz discussed and went over the Second Interim Budget with the board, changes to revenue and expenses.
J. Ries made a motion to Approve the 2nd Interim Budget.
J. Hoyt seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Ries Aye
J. Tippett Aye
D. Vogele Aye
A. Dominguez Aye
L. Norman Aye
C. Peña Absent
J. Hoyt Aye

E. Approve 2023-24 Academic Calendar

K. Morgan reviewed the draft 2023-24 academic calendar.
L. Norman made a motion to approve the 2023-24 academic calendar.

J. Ries seconded the motion.

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

Roll Call

J. Ries Aye
L. Norman Aye
C. Peña Absent
D. Vogele Aye
J. Hoyt Aye
J. Tippet Aye
A. Dominguez Aye

F. Discuss and Approve Updated Covid 19 Safety Plan and Protocols

K. Morgan discussed proposed updates to COVID-19 Safety Plan and Protocols. See proposed changes in board packet.

J. Hoyt made a motion to approve the updated COVID-19 safety plan and protocols as written.

L. Norman seconded the motion.

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

Roll Call

J. Tippet Aye
J. Ries Aye
J. Hoyt Aye
L. Norman Aye
D. Vogele Aye
A. Dominguez Aye
C. Peña Absent

G. Approve ELO-P Budget

K. Morgan discussed the expanded learning opportunity program grant proposed spending budget. See attached budget.

J. Ries made a motion to approve the budget for the expanded learning opportunity program grant funds.

L. Norman seconded the motion.

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

Roll Call

J. Ries Aye
A. Dominguez Aye
L. Norman Aye
C. Peña Absent
J. Tippet Aye
D. Vogele Aye
J. Hoyt Aye

V. 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 6:49 PM.

Respectfully Submitted,
J. Ries