



# Three Rivers Charter School

## Regular Board Meeting

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### **Date and Time**

Tuesday November 14, 2023 at 5:30 PM PST

### **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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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.

## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
<b>A.</b> Call the Meeting to Order		Jaime Ries	1 m
<b>B.</b> Record Attendance		Dana Vogeles	1 m
<b>C.</b> Community Comment	Discuss	Jaime Ries	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.			
<b>II. Reports</b>			<b>5:42 PM</b>
<b>A.</b> Student Representative Report	Discuss	Jaime Ries	10 m
School President Abigail Ries to deliver update from the TRCS classes.			
<b>B.</b> Teacher Reports	Discuss	Kim Morgan	10 m
TRCS teachers have submitted updates for the board's information. Teacher representative present for any further information or clarifications.			
<b>C.</b> Director's Report	Discuss	Kim Morgan	15 m
TRCS Director Kim Morgan to present school update for the board.			
<b>D.</b> Financial Report	Discuss	Jenna Hoyt	10 m
Treasurer Jenna Hoyt to present on the current financial status of the school.			
<b>III. Discussion and Action Items</b>			<b>6:27 PM</b>
<b>A.</b> Approve Minutes	Approve Minutes	Jaime Ries	3 m
Approve minutes for Regular Board Meeting on October 17, 2023			
<b>IV. Closing Items</b>			<b>6:30 PM</b>
<b>A.</b> Adjourn Meeting	Vote		

# Coversheet

## Student Representative Report

**Section:** II. Reports  
**Item:** A. Student Representative Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** November Student Rep. Report .pdf

Good evening TRCS board. I know it's been awhile, but I will still be reporting on all of our October events. To start it off, earlier we had a very fun and successful spirit week. This year, we added a new event to spirit week, called *Pie The People*. Where my fellow student council officers and I got the privilege of a pie smashed in our faces. YUM!! This event was a fundraiser for student council funds and with the help of our families, we managed to raise over 500 dollars. We also had a wacky fashion show, field day, an obstacle course and other various competitions, all worked around a very rainy Tuesday. Two weeks ago, we had our fall themed middle school dance. I think we all had a really good time. Looking forward, we also have some school dances and other activities planned to wrap up 2023. And the official date of a family dance on December 7th. We also have a PTN Movie Night coming up on November 29th, where Student Council will host concessions to continue raising money for fun events. We will continue to have student council meetings on Fridays and I look forward to telling you about all the fun events we will plan for 2024. Thank you all so much for giving me this opportunity again this year.

# Coversheet

## Teacher Reports

**Section:** II. Reports  
**Item:** B. Teacher Reports  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Teacher Reports 11.14.23 (1).pdf

**November 14, 2023**

**Teacher Updates for the Board**

**Grades 1-2, Mrs. Gibson**

Good afternoon Board Members,

Our morning meetings are looking at the character trait of courtesy as well as working on our daily practices of sight words, word families and math concepts..

The ELA centers are choral reading from the reading A-Z program with Ms. Heather reading (Level C) Get In, (Level E) Carlos's First Halloween and (Level K) Gorillas.

In the Wit & Wisdom curriculum we are continuing the module called Powerful Forces. We have just read Brave Irene and created a story map describing the characters, setting, problem and resolution.

We are on Unit 2 module 2 in the Math Bridges Curriculum . First Grade students are working on adding and subtracting using dominoes. Second Grade students are working on place values of hundreds, tens and ones.

In science we are looking at plant traits and survival. In social studies we are looking at important documents such as the Bill of Rights and The Constitution.

Art occurs every Thursday. We are painting cats and making turkey hats.

Mrs. Gibson

**Grades 3-4, Ms. Natalie**

Students tackled a 4-paragraph essay about how Galileo helped people learn about space. They were asked to use the TEE strategy in each of the paragraphs and construct the essay using Painted Essay format.

Some students did very well, completing 4 well-formed paragraph; some students wrote all four paragraphs into one giant paragraph (standard not yet met). A few students refused to embrace the task regardless of accommodations offered. After the writing, students created a construction paper "frame" for their essays with designs to support their essay. The finished products are proudly on display in our classroom.

The plan for STEAM night for our 3-4 classroom is to offer 2 different sculpture making activities while running Kahoot games.

Thank you for spending your free time volunteering to help our school!

**Grades 5-6, Mrs. Krebs**

Hello everyone,

This month the 5/6 class has had a great time learning how trash and plastic affects our oceans and communities. We have had two successful beach clean ups, and the next time Sue comes in we will start discussing our plans to create an informational board which will be placed somewhere that the public can read it. We already watched a documentary about how an elementary school in New York helped get plastic free lunch days in their cafeteria, and even helped change a law about styrofoam!

In addition, we are gearing up for our field trip to Santa Rosa next Thursday and to see the "Super Scientific Circus" at the Luther Burbank Center. We will go with the 3/4 class to the Center, and then meet up with the 7/8 class to go to Scandia. Then we have fall break. We are busy busy busy!

Have a great week everyone!

### **Grades 7-8, Mr. Lang**

Our class has done very well to own their education and drive their learning!

We have done a lot of experimenting recently with UDL, Universal Design for Learning, which allows students to access and demonstrate their knowledge and skills in various methods. As we wrap up our first class novel, *Chains*, students have been able to answer questions from a novel study, write chapter summaries, and perform skits, which have shown off some awesome acting (and sound effect) skills. In Mathematics, students have been using a combination of guided physical and digital notes, hands on manipulatives, our Big Ideas textbooks, Khan Academy, and our awesome PeerTeach program to learn all their new concepts. Throughout our history lessons, students have been given options to use various online articles and educational videos, combined with our Holt US History textbooks and some fun dramatizations, to learn about our country's founding years. Lastly, we've been able to use our HMH Dimensions Science textbooks, supplemented with some hands-on labs and our awesome PEEC adventures, to learn about Life Science.

In addition to adapting our core curriculum, we've been having some great choices for our additional classes. We continue to start each morning with a choice of nine mindfulness and movement activities, as well as finish with one PE class each week of a class choice of game, in addition to learning various sports throughout the week. Our electives class provides us the choice of community project to work on, as we solve community problem, and life skills is giving us the chance to research our desired careers.

We're very excited for our field trip this week with Ms. Natalie's and Ms. Krebs' classes to Sonoma State and SRJC, as well as a fun afternoon stop at Scandia for lunch and some games.

This class continues to show potential to grow and I'm excited to continue to foster that.

- Mr. Lang

### **TIDES Program**

We are finding a good rhythm in TIDES 2.0! M-Th average attendance is about 30-35 students, and Friday is about 35-40 students. Ms. Rali is a reliable and super helpful assistant, and the students feel very comfortable with her! Mr. Dennis helps on Fridays with snack preparation and support during activities. Ms. Mindy and Ms. Heather have been taking turns helping for the first few hours on Friday for our larger activities, and they are strong leaders for these sessions, I couldn't do it without them!

Daily, students are getting a mixture of healthy and balanced snacks from the food bank and supplemented by purchasing orders from Costco with the ELOP funds. Academic Time is now separated into two groups to accommodate many high needs. After a long recess, 1st/2nd graders join Mrs. Adams for academic time and are supported by volunteer helpers from 3rd-8th grade. Various activities are offered during this time, with a focus on completing Mrs. Gibson's assigned homework packets on Monday, a math focus on Tuesday, a writing focus on Wednesday, and a reading focus on Thursdays. Oftentimes we do big/little buddy reading on Thursdays and they love it! The 3rd-8th graders then come in for academic time as the 1st/2nd graders go back out to recess with Ms. Rali. The academic time for the older group is more fluid as I allow them to work on work they need to complete from their class, and I also offer other core subject activities for those who do not have missing assignments. I've also been offering hands-on STEAM related activities such as building a bridge, spooky science (baking soda and vinegar explorations), and food fun with 10-frames. We've also had a student-led drawing lesson by one of our 8th graders which the littles were very excited about!

Fridays are a beast of their own, and have been jam-packed with engaging and extended learning opportunities. Some highlight activities we've had in the past month are Volleyball from our sports program; making paper airplanes; building paper 3D haunted houses; croquet; science Zooms through Varsity Tutors on Serpents, and Sharks and Rays; making positive message posters that are hung around the school; learning about bats and making their own flappy bat; food art fun during snack time; handstand and cartwheel clinic, weaving yarn bracelets; and building rubber-band powered cars!

Lastly, I'd be remiss not to mention the fun students are having in the digital world! With our ELOP funds, we purchased licenses for the TIDES students for a gamified-math program called Prodigy. They absolutely love it, though I make sure to balance their screen time with outdoor play and academics. They also enjoy Class Dojo's DojoIsland, a free SEL community building program that allows them to safely interact with each other in a digital world. They create their own avatar and have individual and team building challenges to participate in. it's a great way to learn and practice digital citizenship skills. Students have also been enjoying creating their own digital music through Google's free Chrome Music Lab site. Thank you to Mrs. Krebs who so graciously allows the TIDES students to use the 5/6th grade Chromebooks.

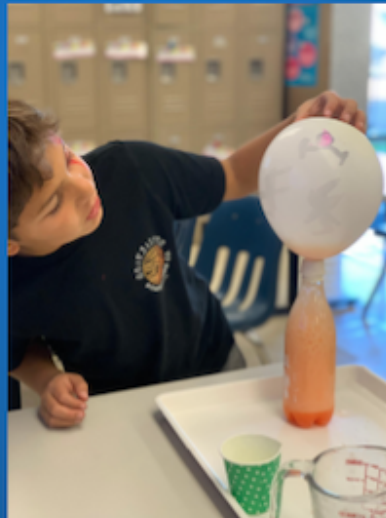
A few photos are attached as well! Next up is focusing on designing and rolling out our first Saturday Academy... tentatively planned for Dec. 2nd. Looking for volunteers to share their passion for an hour or so with our student community! Contact me if you are interested!

A BIG THANK YOU to Ms. Morgan who is constantly supportive in every way for this newly revamped program!

**Please see images on the next page....**



# TIDES 2.0 Highlights Fall 2023



# Coversheet

## Director's Report

<b>Section:</b>	II. Reports
<b>Item:</b>	C. Director's Report
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	Director's Report 11.14.23.pdf

## **Director's Report November 14, 2023**

- Thank you to Corrina Pena!
  
- October/ November Highlights
  - Trunk or Treat
  - PEEC Experience
  - Family STEAM Night
  - Middle School Dance
  - 2023 TRCS T-shirts and sweatshirts arrived
  - Hearing and Vision Screening
  - Santa Field Rosa Trip
  
- Fundraiser Update
  - Daffodil Bulb Fundraiser raised \$900 (toward T-shirts and yearbooks)
  - StuCo Pie the People raised over \$600 (for student events and activities)
  
- Staff/ HR topics
  - 403b start date January 1, 2024
  - AirMed Care -air ambulance network
  - Staff Development Day 11/1
  - Teacher & Staff Evaluations
  - Benefits open enrollment coming
  
- Facility Improvement Project Update
  
- CSDC Conference Report Out

# Coversheet

## Financial Report

<b>Section:</b>	II. Reports
<b>Item:</b>	D. Financial Report
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	Balance Sheet 2023-10-31.pdf Treasurer's Report 11-09-2023.pdf



**Three Rivers Charter School-TRC**  
**Balance Sheet**  
Statement of Financial Position

	Year To Date 10/31/2023	Prior Year To Date 10/31/2022
911000-TRC-020 - Cash in County Treasury	1,615,128.98	1,256,893.10
912000-TRC-020 - Cash in General Account	191,869.89	210,526.70
912600-TRC-020 - Cash in ASB account	16,300.94	14,906.89
<b>Total Cash and Cash Equivalents</b>	<b>1,823,299.81</b>	<b>1,482,326.69</b>
920000 - Accounts Receivables	(103.59)	0.00
929000 - Due from Grantor Governments	39,136.55	6,971.92
<b>Total Accounts Receivable</b>	<b>39,032.96</b>	<b>6,971.92</b>
933000 - Prepaid Expenses	583.00	696.55
<b>Total Prepaid Expenses</b>	<b>583.00</b>	<b>696.55</b>
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	38,403.63	6,400.00
<b>Total Fixed Assets</b>	<b>62,553.74</b>	<b>30,550.11</b>
942500 - Accumulated Depreciation - Building Improvements	(11,296.75)	(11,296.75)
944500 - Accumulated Depreciation - Furniture & Fixtures	(12,853.36)	(12,853.36)
<b>Total Accumulated Depreciation</b>	<b>(24,150.11)</b>	<b>(24,150.11)</b>
<b>Total Assets</b>	<b>1,901,319.40</b>	<b>1,496,395.16</b>



**Three Rivers Charter School-TRC**  
**Balance Sheet**  
Statement of Financial Position

	Year To Date 10/31/2023	Prior Year To Date 10/31/2022
950000 - Accounts Payable-System	13,641.54	4,360.13
<b>Total Accounts Payable</b>	<b>13,641.54</b>	<b>4,360.13</b>
965000 - Deferred Revenue	362,820.95	85,741.65
<b>Total Other Short Term Liability</b>	<b>362,820.95</b>	<b>85,741.65</b>
950100 - Accrued Salaries	0.00	16,896.97
950300 - Accrued STRS	8,293.11	7,120.71
959000 - Due to Grantor Governments	26,185.55	31,228.00
<b>Total Accrued Liabilities</b>	<b>34,478.66</b>	<b>55,245.68</b>
965500 - ROU liability	(25,964.56)	0.00
<b>Total Other Liabilities</b>	<b>(25,964.56)</b>	<b>0.00</b>
<b>Total Liabilities without interfund due to</b>	<b>384,976.59</b>	<b>145,347.46</b>
<b>Net Increase/(Decrease) in Net Assets</b>	<b>(98,452.99)</b>	<b>(21,768.32)</b>
978000 - Unrestricted Net Assets – Other Designations	816,657.83	0.00
979000 - Net Assets	727,691.70	492,999.66
<b>Total Unrest Net Assets with Inc/(Dec) to date</b>	<b>1,445,896.54</b>	<b>471,231.34</b>
979700 - Temporarily restricted Net Assets	12,263.27	879,816.36
978900 - Designated for Economic Uncertainty	58,183.00	0.00
<b>Total Restricted Net Assets</b>	<b>70,446.27</b>	<b>879,816.36</b>
<b>Total Net Assets</b>	<b>1,516,342.81</b>	<b>1,351,047.70</b>
<b>Total Liabilities and Net Assets</b>	<b>1,901,319.40</b>	<b>1,496,395.16</b>

## **Three Rivers Charter School Treasurer's Report November 9, 2023**

### **Operations and Financial Status**

#### **Summary:**

According to the Balance Sheet Detail as of October 31, 2023 (attached):

- Cash in Bank: \$191,869
- Cash in County Treasury Account: \$1,615,128
- Cash in Booster Club Account: \$16,300
- Total Liabilities and Net Assets: \$1,901,319
- Accounts Receivables: (\$103)
- Deferred Revenue: \$362,820
- Accounts Payable: \$13,641
- Year to Date Net Gain (*Loss*) : (\$98,452)

#### **Notes:**

- These numbers and the attached Balance Sheet Detail are as of October 31, 2023.
- Expenses and revenue are not evenly distributed throughout the year, with higher expenses at the start of the year.
- Total expenses Actual to Budget are on track for the first few months of the school year.
- We have yet to receive much of our Federal funds, State funds and LCFF funds. As those come throughout the year, our Actual to Budget will reach a more balanced state.

Presented by J. Hoyt, Treasurer

# Coversheet

## Approve Minutes

**Section:** III. Discussion and Action Items  
**Item:** A. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Regular Board Meeting on October 17, 2023



APPROVED



## Three Rivers Charter School

### Minutes

#### Regular Board Meeting

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#### **Date and Time**

Tuesday October 17, 2023 at 5:30 PM

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#### **Directors Present**

A. Dominguez, D. Vogele, J. Hoyt, J. Ries

#### **Directors Absent**

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C. Peña, L. Norman

### **Guests Present**

Dani Krebs, Joe Aldrich, K. Morgan, Mary Makela, Roger Coy

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## **I. Opening Items**

### **A. Call the Meeting to Order**

J. Ries called a meeting of the board of directors of Three Rivers Charter School to order on Tuesday Oct 17, 2023 at 5:30 PM.

### **B. Record Attendance**

### **C. Community Comment**

No comments from community members.

## **II. Reports**

### **A. Student Representative Report**

Student Council President was not present, her report is being tabled until next month.

### **B. Teacher Reports**

Dani Krebs is present and mentioned that the 5-6 class won the Spirit Week Trophy. Ms. Krebs and Mr. Lang have a field trip coming up next week, final preparations are underway.

### **C. Director's Report**

Kim Morgan presented her school update presentation that she will also bring to the FBUSD board meeting.

Lunch program is going well, 45-60 lunches are served for breakfast and lunch everyday. Tides 2.0 is fully underway with lots of different activities. Up to 45 students attend each day.

Playground improvements have been done with new equipment and more activities for the kids.

The American Legion Riders generously funded the new slide.

5th-8th graders will attend PEEC camp at MacKerricher next week.

Last week was Spirit Week, congrats to the 5th/6th class for winning the trophy. Each class decorated a door in the theme of an ecosystem.

Other activities happening: Friday electives, student council, music, field trips, Mock Trial, Reading Intervention (Ms. Ginny), PBIS: Osprey Bucks, REACH assemblies, winter dances, student support counselor (Ms. Bart).

We have implemented Parent Square for communication with families.

Enrollment: 81 total students.

Budget is looking good, we still have a surplus.

CAASPP scores: Ms. Morgan and the teachers still need to deep dive into the scores and what they mean, and what trends we are able to find.

We received \$100,000 from the state for a kitchen upgrade.

#### **D. Financial Report**

J. Hoyt updated the board on the school finances based on the information included in the board packet.

### **III. Discussion and Action Items**

#### **A. Approve Minutes**

J. Hoyt made a motion to approve the minutes from Regular Board Meeting on 09-19-23.

A. Dominguez seconded the motion.

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

##### **Roll Call**

L. Norman Absent

D. Vogeles Aye

A. Dominguez Aye

J. Hoyt Aye

J. Ries Aye

C. Peña Absent

#### **B. Appoint New Board Member**

Roger Coy in attendance, he submitted his application that was forwarded to all board members. Roger is excited to be joining the board. Jamie added that Roger founded TRCS and was the director for many years.

A. Dominguez made a motion to appoint Roger Coy as new board member.

J. Hoyt seconded the motion.

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

##### **Roll Call**

J. Hoyt Aye

A. Dominguez Aye

L. Norman Absent

J. Ries Aye

C. Peña Absent

D. Vogeles Aye

Welcome Roger, we are very happy to have you aboard!

#### **C.**

### **Approve Contract with Debra Lennox, Architect**

One piece of the kitchen upgrade includes an awning, that has increased the cost, which has caused us to reach and need to exceed the \$20,000 original number. Kim Morgan estimates that it will not be more than \$10,000 excess.

A. Dominguez made a motion to increase "not to exceed" cost for Debra Lennox, Architect.

J. Hoyt seconded the motion.

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

#### **Roll Call**

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

### **D. Approve Resolution for 403(b) Retirement Accounts**

A. Dominguez made a motion to approve resolution for 403(b) Retirement Accounts.

J. Hoyt seconded the motion.

Roger was concerned about the liability to the school, and whether there is flexibility for employees to opt-out.

Kim added that in the future the school can add funds if it chooses.

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

#### **Roll Call**

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

### **E. Consider Formation of Community Outreach Committee**

J. Hoyt made a motion to create a community outreach committee with Dana as the chair.

A. Dominguez seconded the motion.

Dana offered to chair a committee for community outreach. It will be a standing committee, with students and parents involved. There will need to be one board member, staff and parents. Kim would like to be involved on the committee as well.

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

#### **Roll Call**

J. Ries	Aye
D. Vogeles	Aye
L. Norman	Absent
J. Hoyt	Aye

**Roll Call**

C. Peña Absent

A. Dominguez Aye

**F. Consider Formation of Employee Compensation Committee**

The board discussed the need for this committee several times in the past. A pay scale is needed for future pay increases of employees. There is a need for a process for teachers to use their professional learning credits for pay increases. Lisa is not present but she has expressed interest in participating in this committee. This would probably be an ad-hoc committee and will not be ongoing once a structure is in place. Mr. Lang may also want to be involved.

Roger added that the director should steer the committee, but cannot chair the committee.

Joe Aldrich added that the board can form a director's committee, which would not be under the Brown Act. Board members would not have to be on this committee, but it is probably a good idea for at least one board member to be involved. The director could also bring the information to the board to be looked over as a group.

Kim would rather not form a committee, but would like to work on the task and bring it back to the board.

No vote was taken.

**IV. 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 6:17 PM.

Respectfully Submitted,

D. Vocele