APPROVED

Three Rivers Charter School

Minutes

Regular Board Meeting

Date and Time
Tuesday March 19, 2019 at 5:30 PM

Location
1211 Del Mar Drive, Fort Bragg, CA, 95437

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Directors Present
I. Saldana, J. Parsons, J. Ries, J. Stickels, J. Tippett, J. Tyler, M. Wasco

Directors Absent

None

Directors who arrived after the meeting opened
J. Parsons

Guests Present
Aiden McFadden, Amanda Friscia, Becky Walker, Caleb Mayberry, Chelsi McFadden, Colin Chaves, K. Morgan, N. Chaves

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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 Mar 19, 2019 at 5:37 PM.

B. Record Attendance and Guests

C. Changes to the Agenda?

II. Community Comment

A. Community Comment

Niki Chavez: Issue of swastika on campus. Requests that issue be addressed in the classroom and with parents. Concrned allegations of weapons on campus.

III. Reports

A. Financial Report

J. Parsons arrived.
Presenting February's information:

- Book balance $1,067,560
- Includes Parent Negwork Funds of $25,140
- LCFF revenue not received in time for this report.

B. Student Representative Report

Caleb Mayberry:

- Event: No-one Eats Alone -- Purpose to end social isolation. US has high rates of child suicide. Event created to address that. Everyone makes sure everyone has someone to eat with. Onus on students to identify. Students ask permission before sitting with someone.

- Gives students an opportunity to talk about their day.
- Other activities

Roger:

- Student ambassadors make sure nobody eats alone.
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C. Teacher Write-Ups

None.

D. Director's Report

La Familia event this Saturday. Rain cancels. Decision will be made by noon Wednesday.

Reading program started. Students identified and assessed

Classroom observations by teachers and aids. Teachers and aids being observed will create the observation forms for their own observations, make it meaningful for them.

Positive Parenting Program made a presentation.

E. Academic Excellence Committee Report

Two meetings since the last Board Meeting.
The first, February 27:
Roger Coy, Linda Tully and Jade Tippett. Discussion of a shift in mission for the committee. The exploration of critical thinking and carrying out instructions has shifted from a grand project to classroom based activities, and has taken root with the teachers, as evidenced by the critical thinking activities at Family Math Night. Teachers need someone to work with academic software and assessment systems to dig out data that is in a usable form to inform instruction. Roger proposed adding extra duty hours for an Instructional Aid and had an Instructional Aid in mind.
The second, March 14:
Roger Coy, Jade Tippett, Linda Tulley, Rana Adams (Instructional Aid), Chelsea McFadden (Parent). Recap of committee recent history. Discussion of task of mining data to inform instruction, software learning curves and the time needed to be effective. Jade argued for minimum 4 hours per week. Roger, two. As an extra duty assignment, no need to develop job description, etc. Expenditure within the purview of Roger Coy as Director.

F.

Governance Committee Meeting Report

Jaimi Parsons: Have not had a meeting since last meeting. As of this meeting, Jaimi Ries will be only Board member on Governance committee. Jaimi Parsons leaving Board after this meeting.

G. Nutritional Meal Committee

Mike Wasco: Jami Ries, Roger and Mike worked with FBUSD. Recommend providing lunch as a meal. Looking at cost, mess, etc. loss of palatability, not recommending hot lunch. Recommend providing lunch for Free and Reduced lunch students. Enable students not Free and Reduced to buy in. Recommend online payment and tracking system used by FBUSD so families at both systems can pay for all their students' meals. Did not like idea of students being able to decline parts of the lunch. Required to provide complete nutritional meal for reimbursement. Once a lunch is theirs, it's theirs. Concerns about rodents, cleanliness if students store food.
Concerns about sharing food.
Becky Walker: Closed containers and packages can be put on the "share" table where anyone can take it. Anything opened or cut (as in apples) or prepared food cannot go to the share table. Can not re-serve food. Problems with sharing food: illness, washed hands, allergies, etc. All waste must be discarded as garbage. Must train students to rules because auditors, may not give more than a few days notice. FBUSD concerned with starting a whole new menu line for a new school: add management time to the rate charged for meals. Pilar will prepare a monthly menu so that kids can order ahead. Will need a standing minimum order. TRCS will do daily lunch count

IV. Discussion and Action Items

A. Discuss Bylaws as Pertaining to Committees

Tabled from last month:
Jade Tippett withdraws item.
Mike Wascow suggests distribution lists for each committee.

B. Vote on Changes to Bylaws

C. Nutritional Meal

D. Adopt Nutritional Meal Program

See Nutrition Committee report for details.

Motion: to approve nutritional lunch program as presented by the Nutrition Committee.
J. Parsons made a motion to Adopt proposal from Nutrition Committee to provide meals for students in 2019-2020 school year.
I. Saldana seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Auditor - Letter of Engagement

New auditor: Christie White and Associates $6,500

F. Accept Auditor Letter of Engagement

J. Tyler made a motion to Accept Christy White and Associates letter of engagement as auditor for Three Rivers Charter School for $6,500.
J. Parsons seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Discuss and Approve Special Ed Encroachment Payment

Encroachment $69,938.04
Second half of annual reimbursement.
I. Saldana made a motion to Approve payment to FBUSD for Special Ed Encroachment.
J. Parsons seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Parsons	No
J. Tippett	Aye
I. Saldana	Aye
J. Stickels	Aye
J. Tyler	Aye

V. Closed Session Started 6:55 PM

A. Discuss Terms for Facilities Proposal

Roger wants Board to authorize Roger Coy as agent of the Board for purposes of signing contracts for property purchase, upon Board approval.

B. Adopt Terms and Procedure Regarding Property

J. Parsons made a motion to To approve putting in offer for property described in contract as presented on March 19,2019.
J. Tyler seconded the motion.
The board **VOTED** to approve the motion.
Jennifer moves The Board name Roger Coy as the signator agent for Three Rivers Charter School for the purchase described in the offer of March 19, 2019
Isabel seconded
Vote affirmative: unanimous.

VI. Reporting Out

A. Items to Report Out

Approved purchase offer for property and named Roger Coy as signator agent for said purchase.

VII. Additional Action Items

A. Adopt Board Meeting Minutes

J. Parsons made a motion to approve minutes from the Regular Board Meeting on 02-26-19 Regular Board Meeting on 02-26-19.
J. Tyler seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Announce Terms of Assist. Dir Contract

Terms of assistant director position discussed.

C. Accept Assist. Dir Contract

J. Tyler made a motion to Accept the at-will employment between Three Rivers Charter School and Kim Morgan as Assistant Director.
J. Parsons seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Tyler	Aye
J. Parsons	Aye
J. Tippett	Aye
I. Saldana	Aye
J. Stickels	Aye

VIII. Closing Items

A. Adjourn Meeting

Board requests that Roger insert a closed session item on student discipline.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:44 PM.

Respectfully Submitted,
J. Tippett