

AGENDA

REGULAR MEETING

BOARD OF DIRECTORS

TOMORROW'S LEADERSHIP COLLABORATIVE CHARTER SCHOOL

First Christian Church of Orange, 1130 E. Walnut Ave., Orange, CA 92867 (1/2 Classroom)

July 23, 2018

6-8PM

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

Tomorrow's Leadership Collaborative Charter School ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Trustees ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 1130 E. Walnut Avenue, Orange, CA 92867.

In compliance with the Americans with Disabilities Act (ADA) and upon request, Tomorrow's Leadership Collaborative Charter School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order participate in Board meetings are invited to contact the Executive Director's office.

I. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 6:08 pm.

B. ROLL CALL

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>	<u>Present via Conference Call</u>
Meghan Cosier	X		
Amy Hanreddy			X
Susan Toma-Berge	X		
Allison Magill		X	
Don Thompson	X		

Dr. Amy Hanreddy attending via conference call:

19444 Lanark St., Reseda, CA 91335

C. APPROVAL OF MINUTES OF BOARD MEETING OF May 10, 2018, May 21, 2018, May 25, 2018, & June 13, 2018.

Motion to approve 5/10 meeting minutes by Cosier. Seconded by Toma-Berge. Zero Abstentions. Motion passes with a vote of 4-0.

Motion to approve 5/21 meeting minutes by Cosier. Seconded by Thompson. Zero Abstentions. Motion passes with a vote of 4-0.

Motion to approve 5/25 meeting minutes by Cosier. Seconded by Thompson. Handreddy abstains. Motion passes with a vote of 3-0.

Motion to approve 6/13 meeting minutes by Cosier. Seconded by Toma-Berge. Zero Abstentions. Motion passes with a vote of 4-0.

II. COMMUNICATIONS

A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

B. For Information: Executive Director's Report
This is a presentation of information which has occurred since the previous Board meeting.

Tunney shares news of Walton Innovation Grant for 3 years. Received CDS code, to participate

in required reporting. Teaching team has been hired: 4 general ed teachers, 2 special ed teachers. PD and employment begins Monday. Will have 3 weeks of PD for teachers on compliance, health and safety. Co-planning, co-teaching, collaboration, balanced literacy, Bridges math, modifying curriculum, developing a relationship with your co-teacher.

Paraprofessional interviews begin Friday. Custodian has been taking care of the campus. Office support person is bilingual in English/Spanish.

Enrollment and outreach: 70 completed packets. Will continue with outreach. Friday tours, most openings in TK and K. Ratio of students with IEP is higher than most schools. Families from 10 different districts. Tunney foresees needing more staffing support early on. Thompson suggests hiring someone for a temporary 30 day contract to help with outreach. Cosier suggests getting in touch with Padres Unidos.

Tunney plans to have service agreements with 2 special education agencies. Stepping Stones is high quality, but focuses on fewer areas. Thompson asks if you can start with one, then move to another. Programming – Orientation for new families on Thursday. Process of purchasing curriculum. After school program proposal is in the packet, Boys and Girls Club of Garden Grove.

Fire Marshal inspection report is pending. Waiting for food program health inspection. OCDE walkthrough on Wednesday.

Katherine provides facilities update. Construction is complete. Classroom furniture is in. Office furniture arrives on Friday. Playground improvements.

- C. For Information: Board/Staff Discussions
Board and staff discuss items of mutual interest.

III. ITEMS SCHEDULED FOR CONSIDERATION

A. GOVERNANCE	<u>REFERENCE</u>
a. Board Calendar: Review draft Board Calendar for fiscal year.	III A.a.
b. Board Roster: Review and approve Board Roster.	III A.b.
c. Review and discuss plan for Annual Organizational Meeting	III A.c.
d. Discuss process for recruiting parent board member	III A.d.
e. Discussion of development of annual goals	III A.e.

Cosier shares TLC Working Board Calendar draft.

Motion to approve the board calendar with the proposed edits by Thompson. Seconded by Cosier. Motion passes 4-0.

2019 meetings: 1/22, 2/19, 3/19, 4/16, 5/21, 6/18

May 19: annual organizational meeting and board elections.

Hanreddy notices that Magill's start date is in error; actual start date is 5/10. Need to establish

Magill's term length because it had not been established. To be moved to the next board meeting. Motion to approve the board roster by Cosier. Seconded by Handreddy. Motion passes with a vote of 4-0/.

Motion to move item A.c. to a future meeting by Thompson. Seconded by Cosier. Motion passes with a vote of 4-0.

Item A.d. Selecting a parent to serve not the board. Cosier suggested having a meet and greet with the board. Send out an email to all parents explaining how the board works and survey interest. Process for when names come in. Ideally by our October board meeting.

Cosier to draft a policy for adding a parent board member. Susan Mas will be helpful in identifying what other charter schools do.

Thompson has two potential leads for board members. Cosier outlines the process in the petition for bringing on new board members.

Item A.e. Cosier reports on Annual Goal Setting Tools. Retreat or board meeting to talk about 2-3 year strategic vision. Develop overall goals. Either a retreat or a board meeting. Come with ideas for what these goals can look like. Update on a future board agenda.

B. FISCAL

- a. Budget Report (2018-2019 Budget):
Budget report by Executive Director III B.a.

ExEd not present to provide report. Tunney reports on the budget. Waiting for ADA to arrive, so using the cash flow loan. ExEd weekly reports. CDE revolving loan program approved. Will require a board resolution in August. Submitted paperwork for state funding. Budget is still estimated to enroll 100 students.

C. PERSONNEL & OPERATIONS

- a. Employee Handbook: Board will review and consider approval of employee handbook III C.a.
- b. School Safety and Emergency Plan: Review and consider for approval school safety and emergency plan III C.b.
- c. Parent-Student Handbook: Review and consider for approval parent-student Handbook III C.c.
- d. School calendar: Review and approve updated school calendar. III C.d.
- e. Emergency Drill Calendar: Review and consider for approval emergency drill calendar III C.e.
- f. After School: review Boys and Girls Club after school proposal III C.f.
- g. Special Education Service Agreements: Review special education service agreements III C.g.

Item C.a Tunney reported on handbook. TLC will cover 100% medical/dental for employees. Benefits counselor will be coming in to speak with employees. Thompson inquired about typical procedures for teachers and students.

Motion by Cosier to approve the Employee Handbook. Seconded by Toma-Berge. Motion passes

with a vote of 4-0.

Item C.b. Katherine reports on safety plan. Procedures, contact info, roles for adults, emergency supplies. Thompson asked about a notification system for parents.

Motion by Thompson to approve the safety plan pending modifications. Seconded by Cosier. Motion passes with a vote of 4-0.

Item C.c. Tunney notices an error in the staggered drop off time for K. Tunney shares the dress code policy and HW policy (20 minutes of reading and 10 minutes of HW per grade level). Hanreddy suggests one dress code for both boys and girls.

Motion by Thompson to approve the parent handbook. Seconded by Hanreddy. Motion passes with a vote of 4-0.

Item C.d. Tunney made a revision to spring break on the schedule to more closely align with OUSD.

Motion by Thompson to approve the spring break schedule. Seconded by Toma-Berge. Motion passes with a vote of 4-0.

Item C.e. Motion to approve Emergency Drill calendar by Thompson. Seconded by Cosier. Motion passes with a vote of 4-0.

VIII. ADJOURNMENT

The meeting was adjourned at 7:57 pm.