

MINUTES

REGULAR MEETING

BOARD OF DIRECTORS

TOMORROW'S LEADERSHIP COLLABORATIVE CHARTER SCHOOL

**First Christian Church of Orange, 1130 E. Walnut Ave., Orange, CA 92867 (PLC Room)
March 19, 2019
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.
6. Board documents are available upon request and are located 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 6:05 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. CONSENT AGENDA & APPROVAL OF MINUTES OF BOARD MEETING for February 19, 2018

Motion by Hanreddy to approve the February minutes. Seconded by Thompson. Motion passes with a vote of 5-0, no abstentions.

Board Member	
Meghan Cosier	Yes
Amy Hanreddy	yes
Susan Toma-Berge	yes
Allison Magill	yes
Don Thompson	yes

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 reports on her Mighty Small Moments. Tunney shares photos of students engaged in collaboration, gardening with the Master Gardener, adaptive PE, TLC news, and other school activities. This has taken a tremendous amount of effort on the part of the staff. Build up of

parent community. Mobile food bank has visited TLC. Outreach staff invited families from the community to participate with the mobile food bank. Walton Evaluation Visit 1 ½ days of classroom observations, parent focus group, staff focus group (teachers and paraprofessional), Meghan Cosier interviewed, Susan Mas interviewed. Visit from Linda Greer from the state for the federal grant. CAASP visit, WASC visit on May 14th. OCDE oversight visit, with minor facilities suggestions.

Mas reported on the Spring Jam for March 30th from 11:00-3:00. Received multiple monetary donations. Also, donations of items by the Thompson family. No entrance fee. Flyers have been posted around town. 11:00-12:30 lunch. Bubble guy, student performances, art show, ballet folklorico, learning showcase. Parent organized games and silent auction. The Board is donating a basket. Giving tree. Each is also donating a basket. Thompson asked about security. Cosier suggested an off duty police officer.

III. ITEMS SCHEDULED FOR CONSIDERATION

REFERENCE

A. GOVERNANCE

- a. Parent board nomination vote III A.1.
- b. Community member board recruitment update III A.2.
- c. Board retreat plan: Discussion III A.3.

A.a. Cosier reports that Bernie Dixon was nominated. Motion by Cosier to add Bernie Dixon to the board. Seconded by Thompson. Motion passes with a vote of 5-0, no abstentions.

Board Member	
Meghan Cosier	Yes
Amy Hanreddy	yes
Susan Toma-Berge	yes
Allison Magill	yes
Don Thompson	yes

A.b. Update for the community member board recruitment. Goal is to have 7 members, one from the community. We are looking for someone with finance experience, large projects, from the community.

A.c. Charter Board Partners will facilitate a retreat. Next 2 board meetings to start at 5:00 to set board goals and strategic plans. (April 30 & May 21).

B. FISCAL

- a. Budget Report III B.1.
- b. Audit proposal review and selection III B.2.

B.a. Tamayo is not present, but will call in to answer questions about the budget report. Tunney presented the highlights of this month's budget report. Charter Schools grant has contributed to a better financial outlook. Any \$75,000 payout from the CDE loan. ADA dropped in month 7 by 1 student. Actual enrollment increased from fall. Interim budget report was sent to OCDE to be discussed at next month's board meeting.

Due to current enrollment, staffing needs and space constraints, TLC will continue to need financial support. The Spring Jam is part of this goal. Thompson asked if Tamayo has projected our financial need for next year – this needs to be part of our criteria when searching for a community board member. Thompson said other non-profit organizations hire grant writers. Mas said she would look out for someone to help with grant writing.

B.b. Tunney reports that an auditor has to be selected by April 1st. Tunney has met with 3 firms. CLA, Wilkinson and VTD. Tunney has suggested VTD based on cost and responsiveness. Thompson asked about responsibility for errors. Indemnification. Thompson suggested asking this question of the firms.

Motion by Thompson to accept Tunney’s recommendation of selecting VTD subject to asking about confirmation about proper insurance. Seconded by Cosier. Motion passes 6-0, no abstentions.

Board Member	
Meghan Cosier	Yes
Amy Hanreddy	yes
Susan Toma-Berge	yes
Allison Magill	yes
Don Thompson	Yes
Bernie Dixon	yes

RECRUITING AND ENROLLMENT

- c. 2019-2020 enrollment plans and status III C.1.

Tunney reported that almost 100 applications are in. A few students are not returning. Applications are coming from the local community (based on addresses on the applications). Lottery on April 7th at 10:00 in the MPR. Majority of applications for TK and K. Cosier asked about how parents are notified. Within a week or so that parents are notified and they confirm enrollment, then completion of the enrollment packet. Cosier asked about classroom space.

C. PERSONNEL, OPERATIONS, & FACILITIES

- a. Extended School Year: Update on extended school year plans III D.1.
- b. Material Revision to Lottery Preference (AB 1360 Compliance): III D.2.
 - Review and discuss next steps
- c. WASC visit: Update on progress and visit logistics III D.3.

C.a. Tunney reports on about 20 students who are eligible for extended school year. June 19th – July 19th for 3 ½ -4 hours. Tunney has asked staff who would be interested in summer work. Student teacher and a paraprofessional, gen ed teacher are interested.

C.b. Tunney reports on Lottery Preference. Current students are exempt from the lottery. AB 1360. Change of lottery exemption for siblings. In district, students must have preference. Go through the process of material revision because we would have to make changes to our charter. One option would be to include siblings in the lottery. Magill explains AB 1360, which was

approved last January. It says that existing students shall be except from the lottery. Other preferences may be authorized by the charter. Our charter reflects AB 1360. When our charter was authorized, it was viewed through the lens. Magill’s opinion is that we do not deviate from the charter. Thompson believes TLC is in compliance. Cosier asks about writing a letter to our authorizer to explain that we are in compliance and submit a material revision. This year we will operate based on our approved charter, then submit a material revision for next year. Hanreddy suggests that Magill review our charter and quote directly from the charter in our letter. Magill to work with Tunney to assist in writing the letter. Mas also feels strongly about this issue and the other schools she works with were granted the exemption.

C.c. Tunney will submit the report for the WASC visit on May 16th. To be shared with the Board at the next meeting.

D. FACILITIES

- a. Facilities expansion update: Update on proposed expansion, renovations, and lease III E.1.

Thompson reported on the lease that is ready to be signed. TLC will get additional classroom space. Asbestos removal. Money transferred from Foundation to TLC. Plan to add mobile classroom space which will maximize the CUP. The Church is wary of increasing the size of the CUP. Thompson has been researching additional sites. Show interest of 80 in-district students in order to approach OUSD to request school space. A Prop 39 application. Magill says we are eligible for a pro-bono review program from CCSA to assist with the application.

E. RESEARCH

- a. Research proposal by Yenda Prado III F.1.

E.a. Prado explains her research proposal. Research interest on language and learning. Works with Mark Warschauer and heard of TLC from Assistant Dean, vanEs.

Cosier requests that the board is informed of the details of this study while it is going on, and that Yenda return to the board meetings and explain how students will be protected. Motion by Cosier to approve the research proposal with the contingency that Prado return and provide more detailed information about protections to students and parents with opportunity for board suggestions. Seconded by Toma-Berge. Motion passes with a vote of 5-0, 1 absent, no abstentions.

Board Member	
Meghan Cosier	Yes
Amy Hanreddy	absent
Susan Toma-Berge	yes
Allison Magill	yes
Don Thompson	Yes
Bernie Dixon	yes

F. CLOSED SESSION

a. Executive Director Review

III. G.1.

F.a. The review committee (Magill and Hanreddy) has completed the template but have not yet met. Tunney will first complete a self-evaluation then Magill and Hanreddy will provide feedback. Review will need to be complete before July by the June meeting. May need a draft by the May board meeting. Bernie Dixon will replace Allison Magill on this ad hoc committee and will work with Hanreddy to complete this review.

IV. ADJOURNMENT

The meeting was adjourned at 8:49pm.