

## 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)  
December 11, 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.
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 6:16.

**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		

**C. CONSENT AGENDA & APPROVAL OF MINUTES OF BOARD MEETING OF November 7, 2018 (Special Meeting), and November 13, 2018 (Regular Meeting).**

**Motion to approve the agenda and minutes by Magill. Seconded Thompson.**

<b>Moved</b>	<b>Magil.</b>
<b>Seconded</b>	<b>Thompson</b>
<b>Yes</b>	<b>4</b>
<b>No</b>	<b>0</b>
<b>Abstentions</b>	<b>0</b>

**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 presents some Mighty Small Moments

- Tunney presents student artwork, including artwork from a student with fine motor challenges. This student said art is his favorite subject. Tunney pondered the possibility for the arts to help students with persistence.
- Authentic audience for writing, K students read to Tunney daily. Co-sentence builder (technology)
- Play equipment: a student playing with another student, social moments
- Website updated for January by a web designer and a graphic designer

- Page for direct donations on the website, broken up into distinct funds
- Enrollment at 70, 2 more after the break in TK. Outreach activities, led by Leslie Lopez, who is also the office assistant. Paraprofessional staff is also enthusiastic about outreach opportunities. Word of mouth has been effective.
- January launch of enrollment outreach for the 2019-20 lottery. Tunney has researched other charter school lotteries. Other schools release lottery results between April and May. Tunney is scheduling an outreach event (the Spring Jam) for March 30<sup>th</sup>. Suggests enrollment period to end on April 1<sup>st</sup>. Fundraising, showcase and authentic audience for students.
- Mas reports on Friends of TLC. Mas is helping Tunney with the compliance work associated with the grants. Mas is working with Gina Plate, state commission on special education. Thompson participated on a panel with some legislators and other charter school administrators about funding for special education. Targeted funding at the school level. Working with the Penner family. The Spring Jam, about 11:00-3:00, hopefully raise \$50,000. Thompson suggested getting Willets involved.
- Thursday, December 20<sup>th</sup> the Winter Program.

**III. ITEMS SCHEDULED FOR CONSIDERATION**

**REFERENCE**

**A. FISCAL**

**a. Budget Report**

III A.1.

Tamayo presents the October dashboard. Month 3, 63 students, enrollment is steadily climbing. Net income of -\$82,000 projected for the June budget. The school has to spend the Charter Schools Grant this year. Additional grant funds were requested in November. OUSD paid TLC a check as part of LCFF and ADA funding. Tamayo met with the district finance person, and per Ed Code, pay on the 15<sup>th</sup> of each month. Also received \$52,000 from the Public Charter Schools Grant.

Thompson asked about the expenses associated with a certain number of students. Tamayo stated that there are 4 more months of ADA. Funding is averaged out for the year.

**b. First Interim Report: Review and consider for Approval**

III A.2.

OCDE requires a multi year projection – assumption of 150 students for next year. Tamayo included fundraising goals. TLC was not getting much state funding in October. Multiyear projections, p. 11, shows the local revenue (fundraising, grants, donations, food service fees,...) needed, \$686,000. Tunney explained that our staff is needed to support our student population. Cosier and Magill asked about the feasibility of raising this money. Mas believes we have the capacity to raise this money. Tamayo recommends not submitting a multi year projections that is negative. A 2<sup>nd</sup> interim report will be due in March. The governor will release a state budget in January. Thompson suggests adding 2 more board members who can increase our base. Thompson suggests putting together a comprehensive fundraising team.

The board suggests approval of the first interim report.

<b>Moved</b>	<b>Cosier</b>
<b>Seconded</b>	<b>Magill</b>

<b>Yes</b>	<b>4</b>
<b>No</b>	<b>0</b>
<b>Abstentions</b>	<b>0</b>

c. Friends of TLC update

III A.3.

Report above.

## **B. RECRUITING AND ENROLLMENT**

### **C. PERSONNEL & OPERATIONS**

a. Revised Directory Policy: Board to review and consider revised policy

III C.1.

Magill reports on the directory policy. Parents may opt out of the directory. Before a family directory or playbill is published, send out a notice to parents to be able to opt out.

#### **Board moves to approve the directory policy.**

<b>Moved</b>	<b>Cosier</b>
<b>Seconded</b>	<b>Magill</b>
<b>Yes</b>	<b>4</b>
<b>No</b>	<b>0</b>
<b>Abstentions</b>	<b>0</b>

b. Revised Volunteer policy: Board to review and consider revised policy for approval

III C.2.

Magill reports on need for TB screening and background checks. Included levels of volunteers and the requirements for each. Interaction with students require TB. Language on volunteer conduct. Cosier asked about the training requirement for parents. Tunney describes the ability to specific what it takes to be a volunteer. The training can be done by Tunney, another teacher or a trained parent. Suggested revision to the language regarding who provides the training.

<b>Moved</b>	<b>Magil</b>
<b>Seconded</b>	<b>Cosier</b>
<b>Yes</b>	<b>4</b>
<b>No</b>	<b>0</b>
<b>Abstentions</b>	<b>0</b>

c. Executive Director Review

III C.3.

Magill does not have any updates at this time. Cosier talked with Charter Board Partners and they recommend that Tunney select 5 measurable outcomes to be reviewed on. Negotiate the

metrics. They advised that we start discussing this now for a review at the end of the year. The board will vote on this as a standard for our review. Mas suggested a board retreat to develop goals that the executive director can work toward.

**D. GOVERNANCE**

- a. Parent board member recruitment update III D.1.

Cosier reported on the Google form for interested parents. Available to all parents. We have one applicant. Deadline to complete the form is Monday. Cosier suggested a review process, remove the name and have a number or letter attached to it for discussion.

We are also recruiting an additional community board member in the areas of finance and marketing. Add these interest forms to the website.

**E. RESEARCH**

- a. Research Proposal III E.1.

Tabled for a future meeting.

**F. CLOSED SESSION**

- a. Executive Director Review III. F.1.

**IV. ADJOURNMENT**

The meeting was adjourned at 8:19 pm.