

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)

May 21, 2019

5-8PM

**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 5:15 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		
Bernie Dickson	x		

Dr. Amy Hanreddy attending via conference call:

19444 Lanark St., Reseda, CA 91335

C. CONSENT AGENDA & APPROVAL OF MINUTES OF BOARD MEETING for April 30, 2018

Motion by Cosier to approve the April minutes. Second by Dickson . Motion passes 4 yes, 1 absent, 1 abstention.

<u>Board Member</u>	<u>Vote</u>
Meghan Cosier	yes
Amy Hanreddy	Abstain
Susan Toma-Berge	Yes
Allison Magill	absent
Don Thompson	Yes
Bernie Dickson	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.

Public comment by Mark Dorfman, “Farmer Mark” and his positive experience volunteering at TLC in the garden.

B. For Information: Executive Director’s Report

This is a presentation of information which has occurred since the previous Board meeting.

Tunney reported on the children’s excitement seeing their plants grow in the garden. Children seek out vegetables during the day!

Staff has noticed growth among students. Children who were non-verbal are now singing and making friends.

118 students currently enrolled and with completed packets for next year. Marce and Leslie are following up with parents’ enrollment packets. 50 new students next year, but only hire 1 new gen ed teacher. At this point, she does not anticipate the need to hire any new paraprofessionals. WASC visit – went smoothly. The next phase will be a 3-year self study. Amy Hanreddy and Susan Toma-Berge participated in board interviews. The WASC team interviewed children, Bernie Dickson was interviewed as one of the parents.

Final video experience with the Walton Family Foundation. WFF invited Jessica Tunney and Bernie Dickson to participate on a panel at Charter Schools Conference in Las Vegas.

Offering a standard COLA raise for staff, using in-house resources instead of relying on outside contractors for services.

PCSG \$50,000 in grant funds from the state will go toward Chromebooks, digital program fees, Mas reported on the Walton Family Foundation and their interest in TLC fiscal issues and the cost effectiveness of our program.

Comment by Hanreddy about staffing – focus on training and quality of staff, instead of increasing numbers.

C. For Information: Parent Liaison report

This is a presentation regarding parent communications from parent board member

Report by Dickson on campus security. Gate is no longer a problem because it is no longer being left open. Yearbook is on sale for \$25 each.

Scholarships were offered so some parents paid extra for kids who could not purchase one. Dickson will look to see how many students did not order one. Thompson wants to make sure every student has one.

TLCCA is planning and end of the year party on June 13th.

III. ITEMS SCHEDULED FOR CONSIDERATION

REFERENCE

A. GOVERNANCE

- a. Strategic Planning Session: Update on recommendations

- from Kate Essex from CBP; Review budget and the budget projections for next year, development of board goals and strategic plan III A.1.
- b.** Charter Board Partners consulting contract: Review and consider for approval III A.2.
- c.** Term limits for board members (specified for auditors): Establish and consider for approval term limits for members. III A.3.

A.a. Cosier reviews recommendations by Kate Essex from CBP. The board may schedule a retreat to work on the strategic plan. Thompson volunteered to facilitate the board process. Thompson suggests one of his staff work with Tunney to create a draft of the board vision. By the next board meeting, will bring a draft strategic plan for discussion. Dickson to help. Hanreddy agrees that starting from a draft is an efficient way to start.

A.b. Mas reports on the CBP consulting contract. Kate to modify the contract. Mas requests this item be tabled to the next board meeting.

A.c. Tunney reports on term limits. Auditors require that we provide them with specific term limits for board members, the month and year. Names, titles, election terms and bio. We do not have specific terms with month and year. Cosier asked if this starts when the charter is approved, or before? As of June 30th 2019. Tunney suggests the board discuss terms. Cosier discussed this with Magill and she expressed her interest in discussing this at the next board meeting in June.

Cosier plans to step down as board chair. She will wait until there is a discussion about it. Cosier plans to stay on the board, and elect one more community member. Then find the 8th person, then Cosier will exit.

Mas suggests that we elect officers at the next board meeting. She also suggests that the terms overlap and the length of each term.

Thompson wants to submit his name for consideration to chair the board.

Dickson and Cosier suggests 2 year terms for board members and 1 year term for officers. Thompson wants to build in flexibility for the board.

Tunney reviewed the charter bylaws. Director: 2 year terms, unless there is not a successive director. Renewable on mutual consent of the director and the board.

Tunney suggests that members of the board give personal consideration of their terms so we have a calendar to take action on at the next board meeting.

B. PERSONNEL & OPERATIONS

- a.** WASC Visit Update III B.1.
- b.** OCEAN initiative: Review and consider for approval III. B.2.

B.a. Tunney reports on the WASC visit. Looking forward to the 3 year self study. LCAP aligned with the WASC visit. Tunney will bring the LCAP to the board next month.

B.b. Mas reports on the OCEAN initiative at UCI, focusing on research-practice partnerships. Tunney reports that UCI would like to assign Yenda Prado to work with TLC. UCI will provide

ongoing professional development, in the form of digital storytelling. Donor, Bill Podlock (sp?) will fund the research.

Motion by Cosier to approve the initiative. Seconded by Thompson. Vote passes with 4 yeases, 1 abstention, 1 absent.

<u>Board Member</u>	<u>Vote</u>
Meghan Cosier	yes
Amy Hanreddy	yes
Susan Toma-Berge	abstain
Allison Magill	absent
Don Thompson	yes
Bernie Dickson	yes

C. FACILITIES

- a. Facilities expansion update: Update on proposed expansion, renovations, and lease III C.1.
- b. Safety Plan Update: Update on school safety considerations and costs. III C.2.

C.a. Mas reported that the church is not interested in a CUP increase to 250. We discussed adding modular classroom. We have to investigate other alternatives. We have the ability to apply to the district and legally request facilities through Prop 39 by November 1st. It will be difficult to locate outside of Orange.

Thompson has contacted brokers and requested a conceptual site plan for a possible new school, for fundraising purposes. Thompson is not giving up communication with the church leadership. Possibly for discussion at the next board meeting.

Cosier asks, when do we decide that we put all our energy into looking for another location.

Tunney believes the current location will be able to support 150, but it would be challenging. Tunney recommends to the board that a letter is drafted to the church leadership.

C.b. Tunney reports on the safety plan update. Council comprised of parents and staff. The next meeting will focus on walkie talkie procedure for paraprofessionals. Classroom supply bins have been updated to include photos of children and a list of their needs. Still working on how to lock doors from the inside. June 4th, CERT training for parents and staff.

Dickson reports on insight into surveillance. Dickson spoke to a police officer and he recommended the RING doorbell. We also need curtains for the windows- for fire code they need to be vinyl. Cost for blinds is \$2600. Deadbolts would be under \$300. A sign w/logo to remind visitors to keep gates closed, private property.

Thompson proposes giving Dickson up to a certain amount to purchase this security equipment.

**D. RESEARCH **

- a. Research update: Yenda Prado III D.1.

D.a. Prado updates the board on her research. She will have info meetings with both parents and staff. She described consent for observations and consent for interviews. Prado describes documents interviews and consent.

Hanreddy shared that she wanted the process to be accessible to parents. Language in the consent form to opt out or sign in.

Prado asked about % of primarily Spanish speaking families – next year will be 35%.

E. FINANCE

- a. Budget report: Larry Tamayo III E.1.
- b. Update on second interim report III E.2.

E.a. Tamayo reports that a significant amount of fundraising will be required for next year’s budget. Reported on the Governor’s May revised budget. State will approve budget mid-late June. LCFF, main source of state funding, dropped .2% to 3.26. This is offset by one-time paydown on contributions to CalStrs. TLC wasn’t eligible for one-time state funds because we were not operating yet. State money toward SPED but you have to have a certain % of unduplicated pupils of at least 55%. TLC will make this next year, and TLC may receive \$12-20,000. Some additional proposals for charter school accountability, to prohibit student discrimination. Next year, negative budget prospects -550,000. If the school year finishes with a negative balance, that the county will be very concerned with how the school is aiming to close that gap. Next year TLC will have to close out with a positive balance by more than our deficit. Next year TLC will start paying down their revolving loan. Budget is due to the county by June 30th.

Hanreddy asked Tunney about the cost savings of hiring in-house support for SPED services. Hanreddy worked with CHIME on a similar strategy and saved money.

Cosier asked Tamayo about what other schools usually cut. Tamayo said staffing accounts for & 70% of budget.

Dickson mentioned crowd funding. Hanreddy cautions about the message to the public. Tamayo also suggests raising ADA. Dickson mentioned organizing a parent ride-share. Goal to have budget materials ready for review by June 11th. LCAP will need to be done before June 11th.

E.b. Tunney reports on the second interim budget report. After submitting our budget in March, we received a letter in April from our authorizers regarding enrollment, ADA, (some children at TLC have health issues. Parent workshop will be on chronic absenteeism.) Asked for a comprehensive plan for ADA and negative balance.

Tunney reports that 2 fundraising events are planned. The spring jam and a cocktail reception. Enrollment will be higher, with limited staff increases. No large facilities improvements, some updates. Has not received a response yet.

F. CLOSED SESSION

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

Dickson and Hanreddy will have a report by the next meeting.

IV. ADJOURNMENT

The meeting was adjourned at 8:08 pm.