

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)
April 30, 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 5:06 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 March 19, 2018

Motion by Thompson to approve the March 19 minutes. Seconded by Dickson. Vote passes 5-0, no abstentions.

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

B. For Information: Executive Director’s Report

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

Tunney presented on the enrollment lottery. Bilingual staff were present. Largest number of applicants for kindergarten. Opening Tk-k, full K and K-1 for next year. Families have been sent their enrollment packets and conducted school tours in English and Spanish. Looking to increase to 24 in each class. New applicants continue to come and they are placed on the waitlist. Almost all incoming students are from the local community.

Cosier asked if our goal is 125 – Tunney said 120 makes more sense due to programming, classroom size, student needs and need for adults in the classrooms.

Mas shared that part of the outreach strategy was to recruit younger children because of the classroom size. Preferences: free/reduced lunch, siblings, Cambridge boundary area, Orange Unified.

Federal Oversight Visit by the State of California for grant funds. Multiple people were interviewed.

CASSP testing – randomly selected for an oversight visit.

Videographer funded by the Thompson Family Foundation.

Walton Family Foundation will visit next week to film over 2 days and interview families during a home visit. Innovative Schools grant will be permanent, after the initial pilot.

Spring Jam – raised money thanks to the Thompson Family matching grant, silent auction, direct donations (approx. \$40,000 raised). Performances by students, parents volunteers, classroom showcase.

III. ITEMS SCHEDULED FOR CONSIDERATION

REFERENCE

A. GOVERNANCE

- a.** Strategic Planning Session facilitated by Kate Essex from Charter Board Partners: Review the budget projections for next year, begin development of board goals and strategic plan

III A.1.

Kate Essex leads a training for the board, starting with Standards for Effective Charter School Governance, a framework by Charter Board Partners. Student Achievement, School Leadership, Exemplary Governance, Act Strategically, Raise and Use Resources Wisely and Maintain Legal and Regulatory Compliance.

Essex offers guidance on the board’s 2-3 year strategic vision. Keep the TLC vision front and center for all decision making. Consider “buckets of work” for the upcoming school year.

Thompson proposes to follow up with Essex on how to structure a capacity-building grant. To bring in outside resources to support with board goals.

B. FISCAL

a. Budget Report

III B.1.

Tamayo shares the budget report for March 2019. P2 number (54.19) – sets the stage for cash flow. TLC is behind by 48.1. Enrollment and ADA is up. LCFF – about \$381,000 less funding. One student = \$9-10,000 in funding. This year the budget will be -\$30,000.

CDE revolving loan, Foundation line of credit. TLC has received all pending grant funds.

Tamayo shared a projected budget analysis if TLC increases enrollment for the 2019-20 year to 125 students. This projection does not include potential grants or one-time funds.

Mas shared a budget report that shows the cost of the SpEd program and the budget gap from state funding.

C. PERSONNEL & OPERATIONS

- a. Second Interim Report: Review for approval III C.1.
- b. Form 990 and Conflict of Interest Policies: Review for approval III C.2.
- c. WASC visit: Update on initial report submission III C.3.
- d. LCAP Update: Status and next steps regarding LCAP III.C.4.
- e. Approval of Uniform Complaint Procedure (UCP) policy III C.5.
- f. School safety plan update and next steps III.C.6.

C.a. Tunney reports on C.a. the Second Interim Report. Tunney suggests a report out next month with the potential for an emergency meeting.

C.b. Tunney reports on Form 990. Magill describes this form and requirement, as needing to have a policy in place. Magill suggests that we have a form that is consistent with 10-90 to mesh these 2 requirements. Tunney said auditor should be filing today but OCDE has extended the deadline to the end of May.

Motion by Magill to approve based on pending revisions. Seconded by Thompson. Vote passes 5-0, no abstentions.

C.c. Tunney explains the upcoming WASC visit. Interviews of parents and staff. Cosier suggests that the board review the document and bring questions up at the May board meeting. Tunney will let the board know which board members may be interviewed.

C.d. Tunney provides an LCAP update. Tunney has been drafting the LCAP update with Tamayo (ExEd). To be brought to the board in June. Tunney believes the LCAP goals would be appropriate for the board's strategic plan. Cosier suggests the board review the LCAP. Toma-Berge to distribute the LCAP to the board.

C.e. Tunney reports on the Uniform Complaint Procedure policy. Tunney asks the board for guidance about specific designees that the policy requires. Magill suggests "board chair or designee". Cosier agrees.

Motion by Magill to approve with discussed adjustments. Seconded by Cosier. Motion passes 5-0, no abstentions.

C.f. Tunney reports on School Safety Plan, designed by a Principal’s Advisory Committee. . CERT training for staff, families are invited. Safety bins in classrooms in event of a natural disaster. The committee suggested having a photo roster in each classroom with a description of student needs. Tunney discussed the need for window coverings and door locks, in the case of an active shooter. Tunney met with the church facilities leadership and they will consider replacing one lock in each classroom. Tunney believes cameras may be useful for school security.

Dickson brings up parent concern about safety and the inconsistency of flow. Dickson to do some research on cameras.

Magill suggests “lock blocks”.

Thompson has a contact from ADT and will collaborate with Dickson. To be discussed at the May Board Meeting.

Magill suggests the board look into applying for Prop 39 on November 1st.

D. FACILITIES

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

Thompson has been meeting with church facilities leadership to work on a site plan. Looking to expand the CUP.

E. RESEARCH

- a. Research update: Allison Serceki III E.1.

Serceki shares study update. Study was approved. Co-planning that is naturally occurring at TLC.

F. CLOSED SESSION

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

Agenda Items for the next Meeting

- Add Parent update
- Facilities/safety plan update
- WASC visit update

IV. ADJOURNMENT

The meeting was adjourned at 8:09 pm.