

Turquoise Trail Charter School  
Governance Council Special Meeting Minutes  
November 2, 2017  
**Pending Approval**

**Members Present:** Floyd Trujillo, Kevin Stack, Isabelle Sandoval, Sammi Triolo and Stephanie Slone (by phone)

**Members Not Present:** George Wallace, Kenney Valdez

**Non-voting Members Present:** Jenny Crysler, Sharyn Gray, and Ray Griffin

**Also Present:** Francesca Margaritondo, Mira Burack

- I. **Call to Order – Open Session 5:35 p.m.** It was determined there was a quorum. Floyd Trujillo calls the meeting to order.
  - A. **Roll Call** – Introductions made
  - B. **\*Approval of Agenda** - Grammatical correction in section C. Motion made by Kevin Stack and seconded by Sammi Triolo to approve. Passed 5 - 0.
  
- II. **Approval of October 5th minutes:** Motion made by Sammi Triolo to approve as is and seconded by Kevin Stack. Passed 5 - 0
  
- III. **Public Forum – None**
  
- IV. **\*Vote** – BAR for lease award - \$307,570.00: Allocation from PSCOC for lease reimbursement. Motion made by Stephanie Slone and seconded by Sammi Triolo to approve. Passed 5 - 0
  
- V. **\*Vote – Approve September Disbursements:** Governance Council needs to know what staff needs are for salaries as well as substitutes. These kinds of issues are always pulled out and shared with the board. Motion made by Floyd Trujillo and seconded by Stephanie Slone to approve. Passed 5 - 0
  
- VI. **\*Vote – Approve Facilities Master Plan:** This is phase I of the master plan document; data gathering, raw information needed to make decisions.

Some recommendations for repairs are in this document. Phase II will come this winter with a lot of community input. In this process, charter schools should be included in bond elections and should get proceeds as well. The district has finally confirmed that we get our continued fund for facilities. This document has been thoroughly reviewed, the head administrator highly recommends approving it. There will be a facilities committee to maintain and update the plan. Motion made by Kevin Stack to approve and seconded by Stephanie Slone. Roll call vote: Kevin Stack: Aye, Sammi Triolo: Aye, Isabelle Sandoval: Aye, Stephanie Slone: Aye and the chair, Floyd Trujillo: Aye. None opposed, Passed.

## **VII. 6<sup>th</sup> grade curriculum and program presentation**

### **VIII. Updates:**

- a. Head Administrator:** The school is 'down students' by about 10. The staff is doing what they can to bring in more students. Situation is difficult because new students coming in the middle of the year tend to have low scores.  
The Halloween Carnival was very busy and lots of fun.  
Conferences were held previously with 85 to 87% parent turn out.  
The State is doing what they can to improve teaching techniques.  
There are rubrics that outside observers expect to see in the 30 minutes they have to watch each class. There have been different observers each year, which leads to mixed reviews on the experience. The Head Administrator will do the next observations for this school year. In the summative evaluation, TTCS teachers score higher than the average.  
Staffing is in good shape. There are 2 teachers for which a letter will be sent out to inform parents of their license status. Substitute shortage has improved.  
Information about Title I, Discipline and HR representation are readily available upon request.
- b. Business Manager:** One records request for every purchasing record for the last 3 months. We are not exceeding budget in any areas. All bills are being paid on time. We have about 16 days a month in substitute days, which is within the allotted amount.

- c. Staff: Halloween carnival was great. Suggestion, have 'Halloween', meaning parties and parade on same day as carnival.  
Turkey Dinner is November 10<sup>th</sup>.  
Fun Run is next event, December 9<sup>th</sup>.  
The following week is the winter concert, 6pm on the 13<sup>th</sup> of December.  
Blended learning program has started for many kids to supplement their learning with Istation and Vmath.  
Staff is working on a class for teachers on 'how to learn math'. They convene about once a month to determine how methods are working for the students.  
A grant was just submitted for the planning of the middle school. Then the group is going to Oakland to visit schools and get more specific ideas for the next planning phase. Looking at other ideas for higher learning management. A few schedules for students are being shifted to make sure IEP goals are being met.
- d. President: We have been starting to look at potential sites around the city. At the next meeting on November 16<sup>th</sup>, he will be bringing a resolution forward for the creation of a new committee for the middle school planning and expansion.

Orientation for new members coming onto the board proposal:

This is a blend of working with a mentor as well as self-directed studies. This would be the very basics of what a council member would need to know in order to be comfortable with participating in council meetings and work. A mandatory half-day visit should be added to this in order for board members to have a more inside view of the school. A booklet with all the staff members in it and a brief description of their curriculum, backgrounds and work in the school. Generally called a course of study. To be put on the agenda of the next meeting to continue discussion.

**XIV. \*Adjournment of Regular Session:** Motion made by Isabelle Sandoval to adjourn and seconded by Stephanie Slone. Passed 5 – 0, adjourned 7:01 pm.