

Turquoise Trail Charter School  
Governance Council Special Meeting Minutes  
January 4<sup>th</sup>, 2018

**Members Present:** Floyd Trujillo, Sammi Triolo, Isabelle Sandoval, Mira Burack, Kevin Stack (by phone) and Stephanie Slone (by Phone 5:57pm)

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

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

**Also Present:** Francesca Margaritondo, Diane Conboy, Sara Headley, Matthew Farquhar, Megan Shannon and Baylor Del Rosario

- 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** - Adding 4<sup>th</sup> grade presentation after public forum as item IV as well as striking item VI. Motion to approve the agenda as amended made by Sammi Triolo and seconded by Isabelle Sandoval. Passed 5 – 0
- II. **Approval of December 7th minutes:** A few corrections in wording and adding last names. Motion to approve as amended made by Sammi Triolo and seconded by Kevin Stack. Passed 5 – 0.
- III. **Public Forum – None**
- IV. **4<sup>th</sup> Grade Presentation:** the 4<sup>th</sup> grade team presents in 10 minutes their curriculum for the school year and which programs they are using and why. Teacher, Sara Headley explained that 4<sup>th</sup> grade uses the MAP assessment to measure progress and inform instruction.
- V. **Consent Agenda:**
  - a. **November Payments/Disbursements**
  - b. **November Bank Reconciliations**
  - c. **Asset Disposal – Obsolete computer equipment**

Approval recommended by finance committee motion to approve as is made by Kevin Stack and seconded by Isabelle Sandoval. Passed 6 - 0

**VI. Expansion Committee report and discussion:** The expansion team will be meeting on a regular basis starting this week. Amendment to be presented to PEC, PEC meeting on February 9<sup>th</sup>. Planning will be finalized at the next 2 board meetings. We are currently in discussion with management of the Movie Studios, nothing to present at this time. Once a draft agreement exists, it will go to expansion committee and then board. Also looking at expanding the K – 5 (6<sup>th</sup> and 7<sup>th</sup> in the new facility). Starting with a 4<sup>th</sup> Kindergarten and moving to increase 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> as well over 4 years.

**VII. Agenda for January 18<sup>th</sup> meeting:** Will be heavy on expansion items. Transportation policy amendment, email other items to Floyd Trujillo.

**VIII. Updates**

**a. Head Administrator: Enrollment:** we are still slightly under due to many families leaving. Probably an anomaly. Considering marketing issues. Lottery was opened early in order to try to recruit students for this school year. Sexual harassment policies in schools getting some attention. We are looking closely at ours. New training for all schools' administration and boards suggested to make sure updated policies are in place. New sexual harassment policy will be presented to board when ready. Response from PED about the type of background checks we use. The school is in the process of making sure everybody has the correct type of background check through Cogent. New grade in every school = ELL grade for all schools, should be based on progress of students. This grade will be separate in the 2017-18sy grade. New performance framework coming up, training coming up for Head Administrator to start in 2020. School retool program from Stanford for Head Administrator to train in. PARCC preparations started with tutoring, blended learning, academic plans and meetings with parents. All staff positions are filled.

**b. Business Manager: New piece on consent agenda from PEC:** proposed financial metrics. 5 ratios to look at: operations margins should be more than 1, days cash on hand is healthy, enrollment growth variance is how much we thought we would grow compared to how much we actually grew. Current ratio needs to be liquid. Last piece is supposed to show how much money is being lost over time. So far everything looks acceptable to the finance committee

- c. Staff: The fun run was very successful; it brought in more than \$3700. Possibility of a 'pacer thon' to help raise the last bit of money to reach the goal of \$5000. Also trying to do another fundraiser dinner with Applebees. Getting ready for conferences; focusing more on students below grade level. In-service was a nice way to get back into things. In D wing, new interactive projectors were installed over the break. The teachers have already started using Google Classroom. Future Cities competition will be on January 13<sup>th</sup>. 6<sup>th</sup> graders have been working on this for several months. Spanish Spelling Bee in January 10<sup>th</sup> and Science Fair is January 29<sup>th</sup>. Judges needed.
- d. President: Short session to start soon. More info coming for the next meeting. Coalition conference was good, good content, one of the better ones. Next meeting Thursday January 18<sup>th</sup>.

**IX. Adjournment of Regular Session** – Motion made by Stephanie Slone and seconded by Mira Burack to adjourn session. Passed 6 – 0. Session adjourned at 6:49pm