

MINUTES

**MEETING OF THE
BOARD OF DIRECTORS
TEMECULA INTERNATIONAL ACADEMY**

I. PRELIMINARY

A. CALL TO ORDER

The directors named by the incorporator of the corporation, constituting the Board of Directors of this corporation, held their meeting at the time, on the day, and at the place set forth as follows:

Time: 6:30pm-8:00pm

Date: **March 7, 2017**

Place: 43460 Ridge Park Drive, Suite 200 Temecula, CA 92590

B. ROLL CALL & ESTABLISHMENT OF QUORUM

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>
July Hill-Wilkinson	<u> x </u>	_____
Jennifer Beggs Mozeleski	<u> x </u>	_____
Christophe Bach	<u> x </u>	_____
Nadia Hajsaid	<u> x </u>	_____
Evelyn (Lyn) Murphy	<u> x </u>	_____
	joined at	6:58 during
	discussion of	V. B
Debra Zickafoose, MD	<u> x </u>	_____
Bryan (Jeff) McKendricks	<u> x </u>	_____

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

Motion to approve: July Hill-Wilkinson

Second: Brian McKendricks

Motion Passes: 6-0

E. APPROVAL OF JANUARY 31, 2017 and FEBRUARY 21, 2017 MINUTES

Motion to approve: Brian McKendricks

Second: Nadia Hajsaid

Motion Passes: 6-0

II. EXECUTIVE (CLOSED) SESSION

With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

A. NONE

The Board shall publicly report any action taken in closed session and the vote or abstention on that action of every member present.

III. COMMUNICATIONS

A. **ORAL COMMUNICATIONS NONE**

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 due to California's public meeting laws. However, the Board may give direction to staff following a presentation

IV. CONSENT ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member or a member of the public to be removed from the Consent Agenda for discussion, there will be no discussion of these items prior to the Board votes on them. The President recommends approval of all items on the consent agenda.

A. **NONE**

V. ITEMS SCHEDULED FOR DISCUSSION, UPDATE AND/OR ACTION

A. **DISCUSSION AND UPDATE REGARDING RIVERSIDE COUNTY APPEAL PROCESS, BOARD VOTE, PETITION APPROVAL** - update on the final RCBE vote and approval of Temecula International Academy charter for a 5 year authorization to serve students in the TVUSD

Tuition free – can enroll students from anywhere in the state

B. **DISCUSSION AND APPROVAL OF MOU WITH RIVERSIDE COUNTY OFFICE OF EDUCATION FOLLOWING APPROVAL** - Review MOU, agree to 2 main tenets put forth by County and how ties to being open for enrollment

No requirement to attend a certain number of RCOE board meetings

2 Tenets prior to enrolling students in database (possible 1 or 2 other TBD)

Certificate of occupancy if not using prop 39 facility

Special education services – must be engaged with SELPA – we have application with El Dorado with capacity hearing likely March 30 – if it does not go through, options to go to district or RCOE, but advised to go through RCOE

Possibility that RCOE will require specific reporting software (Galaxy)

Motion: Nadia and Debra will review and research tenets and components of MOU before approval and signature

Motion to approve: Brian McKendricks

Second: July Hill-Wilkinson

Motion Passes: 7-0

C. **DISCUSSION OF ACTION PLAN FOLLOWING RIVERSIDE COUNTY APPROVAL** - Posting of Principal Job Description, Filing documents and completing outstanding applications based on STATUS of NOTICE OF APPROVAL

Notice of approval required to move forward – should have next week.

JHW contacted Ed-Join, current posting for charter principal in San Diego, so we can look at that Ed-Join access \$750 for year

Between March and July approximately \$5250 is needed for start-up costs for attorneys, SELPA, and other services. This will likely come from donations from community, families, board.

Action Item: Board members have secured funding for specific targeted donations to raise needed funds for start-up costs during March – July, 2017

Motion to approve: Christophe Bach

Second: July Hill-Wilkinson

Motion Passes: 7-0

D. DISCUSSION AND ACTION REGARDING CHARTER ASSET MANAGEMENT LOAN

follow up with Approval documents to engage in outlined contract to see rates, repayment options

Need CDS code from state to get CDE loan – state board meets in July (still trying to get on May agenda) and should take 2-3 weeks to receive code – CDS code is also needed for grant – if cannot get on board May agenda, CAM (Charter Asset Mgmt.) charter school loan option \$250,000 loan, but this is possibly best option given the CDE loan timeline

Motion to review CAM loan option and process all needed documents for loan application – interest rate is determine upon application submission

Motion to approve: Brian McKendricks

Second: July Hill-Wilkinson

Motion Passes: 7-0

E. DISCUSSION AND ACTION on SCHOOL FACILITIES - PROP 39 FACILITIES PROPOSAL FROM THE DISTRICT AND COMMERCIAL FACILITIES updates.

Facilities letter for shared elementary school space out by March 8th, expected counter from District before April 1st.

Asking to occupy August 1 and extension for 2 years – site visit requested

Motion: Proceed with contracting with district based on response from letter – will accept one year only if that is the only option

Motion to approve: July Hill-Wilkinson

Second: Christophe Bach

Motion Passes: 7-0

F. DISCUSSION AND ACTION on SELPA APPLICATION(S) - EL DORADO CHARTER SELPA- discussion of consulting for 2 hrs with SELPA Specialist and TIA team members prior to possible capacity hearing

No action – consultant did not agree to this

G. DISCUSSION AND UPDATE ON PCSG GRANT APPROVAL - next steps after charter approval eligibility deadline, allocation timing and impact

Need CDS code to get funds – funds can possibly be used for lease costs

H. DISCUSSION AND PRESENTATION with OVERVIEW FISCAL PLAN - JULY 1-NOV 1 2017 - review key timeline for CDE, PCSGP, ADA funding

Nadia reviewed draft budget for July – December 2017

Unknown costs still: Utilities, Curriculum, Back office services, Marketing, Misc.

Jeff will research best cost options for covering office/classroom tech needs

Debra will research all facilities costs and other possible negotiations (payment of lease terms)
Debra will have the facilities contract reviewed with attorney and Lyn will be part of that conversation

I. DISCUSSION AND ACTION PLAN ON ENROLLMENT YEAR 1 - Enrollment roll out, marketing, forms, dates of open enrollment, form distribution and collection, lottery dates, key parent questions, facility information

Electronic enrollment applications are allowed and applications are date-stamped and added to spreadsheet

As many enrollment periods as needed, response deadlines for the enrollment periods must be specified

1st open enrollment scheduled for March 15 commencing at 7:00pm and concluding at 10:00am on March 16 (advertised on website), if response exceeds allowable enrollment, lottery to take place on March 23 / if enrollment is not full, then

2nd open enrollment (April 10-15, targeted based on open spots)

Lottery, if necessary (April 22 location TBD)

For on-going enrollment for subsequent years, enrolled/returning students 1st priority and then siblings of those students, then lottery (no more than 10% can come from founding families),

Looking at CCSA for best practices for bringing diversity to your school

Motion to cap enrollment:

Kindergarten 22 students

1st/2nd combo, currently 22, but move to increase to 25 students total (13 1st grade / 12 2nd grade)

3rd 25 students

4th/5th combo 25 students total (12 4th grade / 13 5th grade)

6th 25 students

Motion to approve: July Hill-Wilkinson

Second: Lyn Murphy

Motion Passes: 7-0

J. DISCUSSION AND COMPLETION OF FORM 700s, ACTION TO SUBMIT BY APRIL 1, 2017

Board completed and submitted forms

K. DISCUSSION AND OVERVIEW OF LCAP AND ACTION TO ESTABLISH ADVISORY GROUP FOR LCAP -group comprised of 2 members to work and focus on LCAP due July 1, 2017 to the County

TABLED

L. DISCUSSION AND ACTION FINANCE COMMITTEE MEETING DATES APRIL -SEPT 2017 - confirm committee members, chair, adopt Brown Act, open meeting dates

TABLED

VI. CONCLUSION OF THE MEETING

A. ADDITION OF ITEMS TO FUTURE AGENDA

a. updates Prop 39, SBE date, hiring

b. Marketing, uniform, logo

B. BOARD COMMENTS

- a. attending CCSA Conference, May 20th-23rd
A. NEXT MEETING: Tuesday - April 11, 2017

VII. ADJOURNMENT : 8:35pm
Motion to approve: Lyn Murphy
Second: Christoph Bach
Motion Passes: 7-0

CERTIFICATE OF SECRETARY

I certify that I am the duly elected Secretary of Temecula International Academy, a California nonprofit public benefit corporation; that these minutes, consisting of five (5) pages are the minutes of the meeting of the Board of Directors held on March 7, 2017.


Jennifer Beggs, Secretary