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## MINUTES

### TRCS Monthly Board Meeting

April 20, 2015

4:00pm - 6:00pm

Two Rivers Community School, Board Room

**Facilitated by:** Manette Anderson

**Call to order:** 4:05pm

**Attending:** Melody M.O., Manette A., John G., Rachel C., Rebecca R., Adriana A.-H., Abby H., Paula Suarez,

**Approve 3/16/15 minutes** - postponed

**Public comment:** no comments at this time

#### **New Business:**

##### 1) Change to Colorado Open Records Act (CORA)

Please note an important change in the Open Records Act, C.R.S. 24-72-205(6). Under the amended act unless a custodian of public records has, prior to receiving a request, published on their website or otherwise published a written policy that specifies the applicable conditions concerning the retrieval and copying of public records by the custodian, including the amount of any current fee, they will not be able to charge any fee. It is the League's recommendation that each school should adopt and publish a policy on the cost for responding to an Open Records Act requests. Schools that have not waived their authorizer policy on this issue should consult with their authorizer to determine if they should formally adopt the authorizer policy or if they should develop and adopt their own school policy. Please see the link below for the full statute. Section 6 contains the pertinent amendment.

<http://www.lpdirect.net/casb/crs/24-72-205.html>. If you have any questions, please contact Jessica Johnson at the League at [jmjohnson@coloradoleague.org](mailto:jmjohnson@coloradoleague.org).

Melody will draft a school policy that states that we will charge \$.10 per copy with a minimum of \$1.00. We will review and vote at the next meeting.

Parents right to know will be on the website - put a placeholder in the notebook that will live at school.

##### 2) School fees resolution

There will be a small fee increase for 2015-2016 school year. The fees allocated to each class was reduced by \$2,000 based on the new free-and-reduced numbers and accommodate the families that have not paid.

Full-day Kinder was \$310. It is recommended that we increase to \$320. This is an investment in the child and incentivizes full-day kinder due to it being slightly less than area schools.

Maybe incentivizes the full payment at the beginning. We must collect \$300 per child, per year.

Proposed fee schedule will be drafted by Adriana for our approval at next meeting that allows for discounts if prepaid by a certain date.

Suggestions on fee allocation: Create activity fund that is approved by June 30th and then have the teachers create proposals based on their upcoming year's curriculum in the fall that is then presented to the Board for approval at the Sept. Board meeting.

3) HUB International Liability and Auto Insurance - Review of coverage is complete and cost will be ~ \$16,000 - is to stay the approximately the same as last year.

Health Insurance update - Health Insurance is going up approx. 18% on average. They will provide final prices for budget. It's approximate \$13,000 increase for the staff coverage.

3) Asbestos Management Plan

We have no management plan for review and must provide the Colorado Dept. of Health and Environment. In June we were tested and no asbestos was found. All work and materials must be proven to be asbestos free. Re-testing must be done. Adriana will find the cost of retesting new work.

4) Summer plans for the building (carpet, paint, clean-up, inventory to get ready for CCSP Grant audit...)

Update provided and more information will come in next meeting.

5) Weighted Lottery approval and implementation--also enrollment numbers

We were approved for the weighted lottery for this year, 22 out of 108 were 2nd language learners, weighted three times and the final percentage was still small.

Total of 207 students to make the 2015-2016 budget as drafted. We were at 163 funded in 2014-15.

We have robust enrollment and waitlist.

Community reputation exceeds all expectations!

6) Update on visit with Alpine Bank and Bank of Colorado regarding purchasing the building.

Adriana has done a lot of research and met with two banks.

AB is open to perhaps funding the purchase of this building. What they were willing to do was to talk with us after our next year's budget is approved, audit, etc. It is not option to work with AB for financing. They would need a minimum of 10%, prefer 20%.

The rental agreement was reviewed and the sooner you buy the building the more you save. Option to purchase in our lease incentivizes the purchase sooner than later. For example, if purchased by next May 30th, 2017 the asking price is \$1.6 million. If purchased by May of 2016, we would save \$112,000. Rent increases 3% - \$339 more per month.

When you look at the savings of paying a mortgage vs. paying rent it's approx. it is approx. \$2,000 per month. Sooner we own the building, the sooner we have access to grant and low cost lenders  
We need to define our multi-year savings plan? How much are we willing to save and what is our goal?

Sept. meeting agenda need to be Strategic Planning Focus, once we have final 1st year numbers.

7) Academic Performance for Accreditation are based on Interim Assessments for this year, due the fact that we have no TCAP data and the we are not able to show growth based on prior year's data. We use STAR data, our growth scores are most impressive.

8) School Calendar Approval - We will continue to meet once a month. However, there will be no December Board meeting and no Feb. meeting (due to attendance of the Charter School Annual Conference). It was also decided that there will be no Board meeting in July in 2015 and 2016.

Motion made by Rachel to accept the 2015-2016 school calendar. Melody made a 2nd motion. All in favor. Motion passed.

### **Old business**

Strategic planning - Discussion only.

Board Development -

Board Continuing Development Meeting and Webinar

Hosted by CDE Schools of Choice Office

Date: Friday, April 24

Time: 2:00 PM - 5:00 PM

Location: Colorado League of Charter Schools Training Center, Denver, CO 80222

Cost: Free

Description: A training provided four times a year (two hosted in the Denver Metro area and two via webinar) to support board members' knowledge of best practice and evolving policy changes.

Registration: Click here to register. Deadline: 8:00 AM on April 22

### **Standing Reports:**

Monthly Budget Review - Documents provided and further reporting will be presented at next meeting.

Parent Accountability Committee Report - by email

Board Recruitment & Training Report - by email

Fundraising Committee Report - by email

Events - Abby

Grants - Adriana

Facilities or Site Development Committee

Directors Reports - by email, bring questions to meeting

From Rebecca: If you want to amend the Charter contract with CSI now is the time to do it. If we want a preschool we want the option. We need to include that in new contract.

Report on Student Achievement - Rebecca by email

Business Managers Report - Adriana by email

**Other Board Business:** none

**Next Meeting:** May 18, 2015

**Public Comment:** none at this time

**Adjournment - 6:10**