

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
TRILLIUM CHARTER SCHOOL**

November 2018

Held: Wednesday, November 8, 2018

Board Members Present: Kellie Shaw, Jae Tai, Rita Ombaka, Joe Bryan

Board Members Absent: Sade Garcia, Alonzo Chadwick

Management Present: Patrice Mays, Mylen Shenker

Call to Order: The meeting was called to order at 6:02PM

Approval of Minutes: Kellie Shaw moved to approve, and Joe Bryan seconded, the approval for the minutes from October 10, 2018 with amendments. Vote was unanimously approved.

Guest Comments: Karen and Melody shared concerns about a teacher being let go and asked for a policy around the termination of employees and the policy for communication to the community surrounding the termination.

Board Recruitment: Dawn Stanfield introduced herself and gave a brief overview of her interests on being on the board. Kellie moved, and Jae seconded, the nomination of Dawn Stanfield to join the Trillium Charter School board.

Assurance of School Leader Eval Template: Kellie Shaw gave an overview of the necessity of an Executive Director report and evaluation. . Kellie has reached out to several organizations for a tool for the Executive Director evaluation and will be circulating her findings to the rest of the board.

Civil Rights: Patrice updated the board that Isaiah was identified on staff as the civil rights coordinator. She stressed the need for the school's communication to be equitable and that Trillium is working on tactics on how to investigate claims and assure that Trilliums policies and practices are in compliance with the state.

Executive Directors Report: Patrice reported that Trillium is still behind in PPS reporting. A revised improvement plan needs to be submitted as well as a transportation policy. Patrice added that they are looking at interim assessments for January. Additionally Patrice mentioned that Trillium is getting into the practices of looking at enrollment numbers periodically.

Patrice shared several dates of events happening in the Trillium community including ELL Night, Word is bond, and the Craft Bazaar. Also shared that Trillium will be holding an all day Admin retreat to discuss the higher level needs of Trillium. Additionally, Patrice requested assistance on the fundraising plan.

Patrice shared that they are working on a new website as well as a partnership with Intercultural Communications Institute (ICCI).

Financial /Budget Report: Mylen Shenker presented the monthly financial statements to the board. There was discussion around minimizing expenses and Mylen shared explanation of why some line items expenditure was higher in comparison to 2017 Profit and Loss of the same month.

Adjournment: Kellie Shaw moved to approve, and Rita Ombaka seconded, the motion to adjourn the meeting. Vote was unanimously approved. The meeting was adjourned at 7:46 PM