

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: **June 27, 2017**

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

B. ROLL CALL & ESTABLISHMENT OF QUORUM

BOARD MEMBER	PRESENT or ABSENT
July Hill-Wilkinson	Present <u> X </u> Absent <u> </u>
Jennifer Beggs	Present <u> </u> Absent <u> ✓ </u>
Jeff McKendricks	Present <u> X </u> Absent <u> </u>
Nadia Hajsaid	Present <u> X </u> Absent <u> </u>
Lyn Murphy	Present <u> </u> Absent <u> ✓ </u>
Chris Bach	Present <u> </u> Absent <u> ✓ </u>
Debra Zickafoose, MD	Present <u> X </u> Absent <u> </u>

Also in attendance: Corey Loomis, Ed.D. - Riverside County Office of Education

I. PRELIMINARY

A. CALL TO ORDER 6:55PM

B. ROLL CALL & ESTABLISHMENT OF QUORUM

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA Motioned by JM, Seconded JHW Motion passes 4-0

E. APPROVAL OF LAST MEETING MINUTES

June 6, 2017 Motioned by NH, Seconded JHW Motion passes 4-0

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 6:40 PM

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, UPDATE and ACTION on Riverside County Office of Education (RCOE) final contract GALAXY FINANCIAL SOFTWARE-** contracts, implementation, scope of Galaxy software Action item. NH will follow up Motioned by JHW, Seconded by JM Motion passes 4-0
- B. DISCUSSION, UPDATE and ACTION - TIA BUDGET** submitted for 2017-2018 Galaxy interface **Update from NH only but, no action item**
- C. DISCUSSION AND APPROVAL JET COMMUNICATIONS** - for Galaxy interface, document delivery **Action item**
We will proceed with JET Communications and find who is in charge after the transition of Bill Spires, our clear contact/RCOE Consultant Motioned by JHW, Seconded by JM. Motion passes 4-0
- D. DISCUSSION, UPDATE and APPROVAL on FACILITIES USE AGREEMENT (FUA) and SERVICE AGREEMENT FROM TVUSD** - Approval of final FUA dated June 23, 2017 Motioned by JHW, Seconded by JM. Motion passes 4-0 Submotion
DZ, JM, Ajay Sinha, and Dave Wilkinson (IT RCOE) have a meeting with TVUSD to answer IT questions
Motioned by JHW, Seconded by NH. Motion passes 4-0

- E. DISCUSSION, UPDATE and APPROVAL of final AERIES SIS** - contract, discussion of implementation implementation Motioned by JM, Seconded by NH Motion passes 4-0
- F. DISCUSSION and UPDATE on KEENAN INSURANCE RCOE CLOSURE SECURITY BOND-** review of insurance coverage options Update from NH. No action required but, advised continuing discussions with RCOE regarding the bond that would fit the requirements of the MOU and be obtainable and affordable with our current structure.
- G. DISCUSSION, UPDATE, and ACTION on RECRUITING, CONTRACTS and BACKGROUND HIRESAFE, DOJ APPLICATION-** Principal position, teachers, admin staff positions, base contracts and hiring timeline Action item after update by JHW. JHW will continue her role as a leader of the interview process and as a liaison between the principal and teachers.
Sub1 - NH will clear up contracts. NH with JHW. Tentative date of July 12th which is an HR date with new hires.
Sub2 - DZ follows up on legal action with live scan.
Motioned by JHW, Seconded by JM. Motion passes 4-0
- H. DISCUSSION, UPDATE and APPROVAL 2017-2018 LCAP** - discussion of guidelines and documentation for newly opening school Comments given by Dr. Loomis. No action item. Change board meeting scheduled for July 5, 2017 to later in July in order to touch base with those who are responsible for the CDS # so we can submit LCAP. Action item - DZ follows up with CDE about LCAP by July 7th with board approval by undetermined date July 2017. Motioned by JHW, Seconded by NH. Motion passes 4-0
- I. DISCUSSION, UPDATE on CURRENT ENROLLMENT and JUNE OPEN ENROLLMENT PERIOD-** Enrollment updates Updated by DZ
- J. DISCUSSION, UPDATE and APPROVAL of 2017-2018 SCHOOL CALENDAR** - first and last days of school with holidays Motioned by JM, Seconded by NH. Motion Passes 4-0
- K. DISCUSSION and APPROVAL of REQUISITION ORDER FORM** - for expenditures Action item add to principle signers to be either DZ or NH and the principal Motioned by JHW, Seconded by NH. Motion passes 4-0
- L. DISCUSSION and APPROVAL of ACCOUNT SIGNATURE APPROVAL** - to include the addition of the Principal with CFO for any/all purchases and expenditures Motioned by NH, Seconded by JHW. Motion passes 4-0
- M. DISCUSSION and APPROVAL of ENROLLMENT CONFIRMATION LETTER** - for accepted/enrolled students Motioned by JHW, Seconded by NH. Motion passes 4-0
- N. DISCUSSION and APPROVAL of DRESS CODE POLICY-** to include decision on initial logo for uniforms Discussion about being more specific about length details for garments (2" above knee), official uniform dress day and belts, Monday. Action Motioned by JHW, Seconded by NH. Motion passes 4-0
- O. DISCUSSION and UPDATE on Ridge Park Office-** Staffing /Office set upUpdate. No action required
- P. DISCUSSION and UPDATE regarding RCOE Presentation** to RCBE on July 19, 2017 Update. No action required

- Q. DISCUSSION, UPDATE and APPROVAL regarding BOARD MEETING DATES-**
change date to avoid conflict with TVUSD and RCBE meetings. Board meeting July 12th

VI. CONCLUSION OF THE MEETING

A. ADDITION OF ITEMS TO FUTURE AGENDA

- a. Enrollment outreach, updates
- b. Curriculum purchases
- c. Mascot contest for July 17, 2017
- d. Recruiting updates

B. BOARD COMMENTS

- a. comments

A. NEXT MEETING:

- a. July 5, 2017
- b. Addition July Meeting(s)

VII. ADJOURNMENT

8:49pm

Motion to approve: NH

Second: JHW

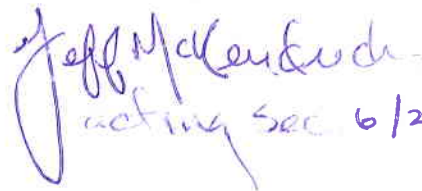
Motion Passes: 4-0

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 four (4) pages are the minutes of the meeting of the Board of Directors held on June 27, 2017.



Jennifer Beggs, Secretary



Jeff MacKenzie
acting Sec 6/27/2017