

## REGULAR BOARD MEETING MINUTES

### REACH Leadership STEAM Academy -

REACH Info is inviting you to a scheduled Zoom meeting.

Topic: REACH LSA Governing Board Meetings

Time: This is a recurring meeting Meet anytime

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**Open Session-6:00 p.m.**

**October 25, 2021**

### REACH LSA GOVERNING BOARD:

Trayci Nelson- President  
Carla Crow- Vice President  
Ahlam Atwan- Member  
Jennifer Boren- Member  
Angel Braach- Member  
Patricio Perez- Member

Ashleigh Reid- Member

### **MISSION STATEMENT**

REACH Leadership STEAM Academy is a college preparatory elementary school which is dedicated to bridging the socioeconomic, racial, and digital divide for underserved youth. Our dedicated and highly trained teaching staff is committed to preparing our students for success in college and equipping them to meet the demands of a global society. We are committed to developing confident, articulate leaders who will use their life experiences and education to create positive changes in their own lives and within their communities and beyond.

### **OUR PROGRAM**

REACH's research-based curriculum is Common Core ready. We use thoroughly researched strategies with proven success records to guide instruction. Our core curriculum addresses the whole child and is designed to meet their individual needs. Students are taught at their instructional level giving every student universal access. REACH is a STEM + Art focused school with an increased emphasis in Science, Technology, Engineering, Art, & Math. Our Core Curriculum includes Language Arts, Mathematics, History & Social Science, Physical Education, Foreign Language, and Global Literacy.

**This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.**

### **MEETING AGENDA & RELATED MATERIALS**

Agendas for regular meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 24 hours before the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least a majority of the board members.

### **THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

### **REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATION MAY BE MADE**

Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting REACH Leadership STEAM Academy at 3422 Rustin Ave., Riverside, CA 92507; (951) 275-8820 office; (951) 275-8819 fax.

**FOR MORE INFORMATION**

For more information concerning this agenda or for materials relating to this meeting please contact REACH Leadership STEAM Academy at 3422 Rustin Ave., Riverside, CA 92507; (951) 275-8820 office; (951) 275-8819 fax.

**GENERAL SESSION**

1. Housekeeping and Procedural Announcements

1.1. **Announcements:**

1.1.1. EXECUTIVE ORDER N-29-20 TELECONFERENCE FLEXIBILITY

This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17th, 2020. All council members May attend the meeting by teleconference. This meeting will be a virtual meeting only. The public may observe and address the meeting via Zoom.

1.1.2. NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION:

Public comment may be (1) emailed to [publiccomment@reachroyals.org](mailto:publiccomment@reachroyals.org); (2) using the same URL, submitting a request for oral comment only when the matter is called, instead of a written comment, or (3) fill out a public comment card before the start of the meeting (in-person meetings only). Regardless of the method by which public comment is submitted, the submission deadline for session items shall be no later than noon the day of the scheduled board meeting. Individual written public comment shall be no more than two minutes in length on each agenda or non agenda item. The Board shall limit the total time for public comment on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the board president may increase or decrease the length of time allowed for public comment, depending on the topic and the number of written public comments.

1.1.3. ANNOUNCEMENT

Should the meeting encounter any security breach or an inappropriate issue, the meeting shall be ended immediately and rescheduled as soon as practical.

2. Call to Order

2.1. Meeting is called to order at: 6:01pm

Member Name	Present	Absent
Ahlam Atwan	X	
Jennifer Boren		X
Angel Braach	X	
Carla Crow	X	
Trayci Nelson	X	
Patricio Perez	X	
Ashleigh Reid	X	
<b>Totals:</b>	5	1

3. Introduction of Guests

- 3.1. Susie Navarro
- 3.2. Venice Angel
- 3.3. Ashley Colburn
- 3.4. Amita Parikh
- 3.5. Jazmine Estrada
- 3.6. Jean Velasco

4. Review and Approval of Agenda

Motion: CC

Second: AB

Vote: Approved

Comments and Notes:

5. Invitation to the Public to Address the Board

6. Reports

- 6.1. ESSER III Presentation

Comments and Notes:

ESSER - Elementary and Secondary School Emergency Relief Plan

- Must address student mental, socio-emotional, as well as academic needs of students.
- For the ESSER III Plan, REACH focused on plugging in existing gaps in the area of math and reading as mental wellness has been the focus of other initiatives and one-time funding sources.
- ESSER III funding allocation for REACH is \$885,549.00 to be utilized within the next three years.
- \$555,549 allocated toward mitigating learning loss due to COVID.
- \$330,000 allocated toward safe in-person learning,
- Areas of focus:
  - \$250k allocated to construction/facility including the addition of new modular building for first grade classroom expansion.
  - \$80k toward furniture purchases (outdoor lunch benches and shade).
  - The ESSER III Plan must be reviewed and approved by the Riverside County Board of Education before REACH can receive ESSER III funding.

Attachments: ESSER III Expenditure Plan

- 6.2. Educator Effectiveness Plan Public Hearing

Comments and Notes:



- Fund allocation is \$158,887.50 to bolster professional learning for teachers, administrators, and paraprofessionals who work with or interact with students
- Funds are intended to provide additional training to staff who have a direct impact on student learning and wellbeing.
- LEA has a total of 5 years to spend these funds.
- Funds allocated for use from 2021 through 2026.
  - Focus area 1: TLAC and Get Better Faster Training
  - Focus area 2: Driven by Data- Data Analysis Training and implementation
  - Focus area 3: Combination of various research-based training modules for teachers and staff who work directly with students.

Attachments:

[Educator Effectiveness Plan \(DRAFT\)](#)

### 6.3. Executive Director's Report

Comments and Notes:

- Budget
  - LOC paid in full! Over \$600k in debt has been paid off.
  - Do not anticipate needing to draw down on the line but timing of funding could necessitate doing so
  - PPP Loan is forgiven! We were able to locate the statement showing zero balance. Back office will go into detail as to how that impacts our budget.
- Enrollment
  - Current Enrollment- 634
  - Currently pulling from waiting list to fill vacant seats
  - Projected enrollment by November 1: 644 (depending on retention rates)
- Attendance & Average Daily Attendance (ADA)
  - ADA is different from enrollment.
  - Enrollment is number of students assigned to our school
  - ADA is number of students who show up daily.
  - ADA is how public schools are funded.
  - Month 1- total ADA with corrections- 606 at 91.66% attendance rate
  - Month 2- 626 at 92.82% attendance rate
  - Projected attendance rate per month for the year is 95%
  - ADA is significantly lower this year due to COVID19. (Encouraging parents to keep kids home if ill as well as many students quarantining)
- RUSD Visit
  - New Liaison - Kristie Batchelder
  - Director of Instructional Services - Jennifer De Anda
  - Visited campus Friday, Oct 15
  - Want to collaborate and share best practices



- Very interested in our new coaching model
- Facility Update
  - Conditional Use Permit (CUP)
    - CUP Expires June 2022 - property lease expires in four years
    - City is asking for a plan to make modular buildings permanent
    - School needs additional time to devise a plan for a permanent location
    - Public schools are exempt from CUP
    - Charter Schools must get approval from authorizers in order to qualify for exemptions
    - We operated under an exception at our first 2 sites.
    - Will request an exemption for our current site due to the timeline constraints.
    - Exemption does not preclude us from following building, safety or fire regulations.
    - Only exempts us from the CUP's regulations and stipulations
  - Phase III Construction
    - Adding additional portables to create space for two current 1st grade classrooms
    - Will move a wall in a second classroom to create more space (from 20 x 30 to 20 x 40 sq ft).
    - Classroom expansion will leave room for a small resource/library room.
    - Will not be increasing capacity.
  - Middle School
    - Beginning phases
    - Bridges Church nearby has offered space
    - Less than 5 miles away
    - Very convenient for parents w younger siblings
    - Asked architect to create concept drawings
    - Would move the 5th & 6th grade classes to the new campus and expand to 7th & 8th gradually.
    - Timeline- 2 years
    - Projected completion date: Summer 2023
    - **New Info:** Grace church (current landlords) suggested we level a house that is a part of the property on Linden and add more portables there.
  - Goals for REACH (2-5 years)
    - Expand to middle school
    - Become a teacher training site which could bring in additional revenue for the school.
- Fundraisers
  - Jog A Thon (JAT)
  - Color Run theme



- Wednesday, 10.27.21 (next week)
- Raised thus far over 15k (70 percent of goal)
- Asked every student to raise \$35
- 20 percent participation rate from students
- Goal \$20,700.00
- The fundraising page closes on Friday, 11.05.21
- Help fund Shade Structure behind the MPR to cover lunch tables
- New school-wide focus
  - Productive struggle - emphasis on knowing when to build a bridge to better understanding for students and knowing when to allow students to grapple with a concept on their own.
  - Questioning strategies- emphasis on asking good questions to foster and promote reasoning and critical thinking skills
  - Joy- emphasis on bringing and having Joy in the classrooms and building an environment where students feel safe to explore and make mistakes.
  - School Spirit
    - Ramping up of House Competitions and building house spirit and pride
    - Weekly Pledge, whole-school, around the flagpole where students engage in chants and recite the Pledge of Allegiance together
    - Pep Rallies monthly around house and school spirit
- Academic Report, A.Colburn
  - Baseline Data STAR Results for August presented
  - Next test administered in November.
  - Kinder early literacy assessments show two of the three classes 65% above benchmark.
  - Kinder BOY scores are lower than previous years, perhaps due to COVID.
  - 1st and 5th grade over 60% proficiency in ELA.
  - All other grade levels are within the same range for the beginning of the year for ELA.
  - In Language Arts, learning loss was not as great as initially anticipated.
  - Opportunity for growth in 3rd grade.
  - In the area of Mathematics, school sees greater need for math recovery and intervention.
  - Schoolwide average scores:
    - ELA= 57%
    - Math=49%
  - EOY Goals include:
    - ELA= 75%
    - Math=65%

Attachments:

[Academic Presentation - October 2021](#)



6.4. Financial Report by Edtec

Comments and Notes:

- Fund balance accounts for PPP forgiveness which adds an additional 300k to the total.
- Majority of the fund balance is unrestricted which frees up funds to pay off line of credit and other outstanding balances.
- LEA may need to find other ways to fund certain expenses tied to one-time funding in future years.
- Operating income is calculated/budgeted at a 645 enrollment.
- Current enrollment is below budgeted amount which impacts budget by approx \$120k
- Board will receive an update at the next meeting with enrollment numbers and new projections based on lower ADA and enrollment.
- LOC paid in full in October.
- LEA has strong cash flow through the end of the school year.
- LEA may need to draw from LOC in Nov/Dec depending on timing of when other funds are released.
- ADA may impact cash balances in the spring.
- Expanded Learning Opportunities Grant could bring in another \$233k in potential funding.
- School would be required to offer 9hrs/day of additional instruction during instructional days.
- Funds are anticipated to increase annually in the future.

Attachments:

[REACH- FY22 Sept Fin-21.10.21.pdf](#)

7. Approval of Consent Items

- 7.1. Minute Meetings: It is recommended that the RLSA School Board approve Meeting Minutes for September 27, 2021.

Comments and Notes:

Attachments:

[Meeting Minutes September 27, 2021](#)

- 7.2. Check Registers: Is it recommended that the RLSA School Board approve September 2021 Check Registers:

Comments and Notes:

Attachments:

[Check Registers - September 2021](#)

Motion: AA

Second: PH

Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Ahlam Atwan	X			
Jennifer Boren				X
Angel Braach	X			
Carla Crow	X			
Trayci Nelson				X
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>		5		2

8. Action Items

- 8.1. **REACH Employee Handbook 2021-22:** It is recommended that the REACH LSA governing board review and approve the changes to the employee handbook. The handbook was drafted with legal counsel and reflects the most current state and federal requirements. The changes in this handbook are noted with yellow highlights and can be found on pages 9, 13, 17-18, 27-28, 47, 50, and 55.

Comments and Notes:

For Juneteenth - change to employees who work in June - currently states July

Attachments:

[REACH Employee Handbook 2021\\_2022\\_Final Copy.pdf](#)

Motion: AA

Second: AB

Vote: Motion Carries with changes

Member Name	Aye	Nay	Abstain	Absent
Ahlam Atwan	X			
Jennifer Boren				X
Angel Braach	X			
Carla Crow	X			
Trayci Nelson				X

Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>		5		2

8.2. **Academic Calendar 2021-22:** It is recommended that the REACH LSA governing board approve the REVISED current academic calendar. The changes in this calendar include 1) No school in session on Friday, November 12, 2021, 2) a regular school day on Friday, December 3, 2021, 3) a minimum day on Friday, June 3, 2022, to accommodate STEAM Expo, and Wednesday, June 1, 2022, is now a regular day. The 183 total academic days remain the same.

Comments and Notes:

Attachments:

[Academic Calendar 2021-22](#)

Motion: AA

Second: PH

Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Ahlam Atwan	X			
Jennifer Boren				X
Angel Braach	X			
Carla Crow	X			
Trayci Nelson				X
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>		5		2

8.3. **ESSER III Expenditure Plan:** In response to the 2019 Novel Coronavirus (COVID-19), the U.S. Congress passed the American Rescue Plan (ARP) Act, which was signed into law on March 11, 2021. The ARP Act requires local educational agencies (LEAs) that receive ESSER III funds to complete both a Safe Return to In-person Instruction and Continuity of Services plan, and an Expenditure Plan for how ESSER III funds will be used to address students’ academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic.

It is recommended that the REACH LSA governing board approve the ESSER III Expenditure Plan.

Comments and Notes:

Attachments:

Motion: AB                      Second: AR                      Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Ahlam Atwan	X			
Jennifer Boren				X
Angel Braach	X			
Carla Crow	X			
Trayci Nelson				X
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>	5			2

8.4. **Instructional Minutes 2021-22:** It is recommended that the REACH LSA governing board approve updates to the Instructional Minutes for the 2021-22 school year. There are 146 regular days and 37 minimum days of instruction, exceeding state 54,000 minimum guidelines. The schedule has been modified to include changes to Transitional Kindergarten and Kindergarten *Total Instructional Minutes*. Recess is included as part of the instructional minutes and the only minutes deducted are for lunch. This would apply to both morning and afternoon recesses as well as to the minimum day schedule.

Comments and Notes:  
 Last iteration included kinder recess and lunch time. Lunch time has been deducted.

Attachments:  
[Instructional Minutes 2021-22 Revised](#)

Motion: CC                      Second: AA                      Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Ahlam Atwan	X			
Jennifer Boren				X
Angel Braach	X			
Carla Crow	X			
Trayci Nelson				X
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>	5			2

- 9. Board Comments
  - 9.1. Name: Carla - good meeting, positive updates and good changes.
  - 9.2. Name: Dr. Rentie - excited to have new board members on board.

- 10. Adjournment
  - 10.1. Meeting adjourned at: 7:40pm

Motion: CC                      Second: AR

Next board meeting date: Monday, December 13th at 6:00pm.