

**BOARD MEETING MINUTES**

**September 26, 2023**

**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

Join Zoom Meeting

<https://zoom.us/j/95101817059?pwd=NDBOeEpXK21FbUxQUks3MHhYMEdEZz09>

Meeting ID: 951 0181 7059

Passcode: 234315

One tap mobile

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Meeting ID: 951 0181 7059

Passcode: 234315

Find your local number: <https://zoom.us/u/a8DLMnLRs>

**Meeting Location:**

**3422 Rustin Ave.  
Riverside, CA 92507**

**Open Session - 6:15 p.m.**

**REACH LSA GOVERNING BOARD:**

Trayci Nelson- President

Carla Crow- Vice President  
Ahlam Gheith- Member  
Jennifer Boren- Member  
Angel Braach- Member  
Patricio Perez- Member  
Ashleigh Reid- Member  
Maria Maness - Member  
Kimmery Moss - 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. **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 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.
    - 1.1.2. **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: 6:15pm

| Member Name    | Present | Absent |
|----------------|---------|--------|
| Ahlam Gheith   |         | x      |
| Kimmery Moss   | x       |        |
| Maria Maness   | x       |        |
| Jennifer Boren |         | x      |
| Angel Braach   | x       |        |
| Carla Crow     | x       |        |
| Trayci Nelson  |         | x      |
| Patricio Perez | x       |        |
| Ashleigh Reid  | x       |        |
| <b>Totals:</b> | 6       | 3      |

3. Introduction of Guests
  - 3.1. Julie Slusser
  - 3.2. Jamie Sanderson
  - 3.3. Christina Briseno-Avalos
  - 3.4. Brian Slusser
  - 3.5. Brittany Warren
  - 3.6. Christina Gomez
  - 3.7. Greg Dismuke

4. Review and Approval of Agenda

Motion: AB                      Second:                      MM      Vote:      Approved

Comments and Notes: Approve with addition of two board members Kimmery Moss and Maria Maness

5. Invitation to the Public to Address the Board

6. Reports

- 6.1. Financial Report by Edtec

Comments and Notes: Review of 22-23 unaudited actuals- submitted to the district. ESSER grants will be spent down this school year.

Attachments: [September 2023 - Financials](#)

6.2. Discussion item: Auditor selection.

Auditor Contract Proposals (Tax & Audit Services): It is recommended that the RLSA board approve one of the 3 audit proposals in the following consent items. Pursuant to Education Code Section 41020, school districts and charter schools must provide for annual audits of their financial statements or arrange with the county superintendent of schools to provide for the annual audit. REACH Leadership STEAM Academy sent RFPs to firms and was able to get a proposal of engagement of services and fees for a 3-year term (2023/24 , 2024/25, and 2025/26).

Attachments: [Tax & Audit Comparisons](#)

Comments and Notes:

6.3. Director's Report

- Enrollment
  - Enrollment -648
  - Wait List- All grades except 5 & 6
  - Openings in 6th
  - All other grades are filled with waitlists
  - Allowing some grades to return to normal enrollment levels
- Challenges
  - New teachers acclimating to the new school and new school culture
  - New teachers are hardworking
  - Instructional coaches providing much-needed classroom supports and coaching:
    - WBTS Engagement Strategies
    - TLAC Strategies
      - Precise Directions
      - Increasing Radar
      - Joy Factor
      - Warm Strict
- Middle School Update
  - GUMC agreed to add parking lot on the south lawn
  - GUMC Conference- lease agreement 20 years maximum
  - City Planning and Traffic Division met to discuss concerns around arrival and dismissal impact in surrounding areas
- Petition Renewal
  - Need to address changes to the Charter Renewal
  - Will submit in the next month
  - MOU w RUSD will align with additional 2 years (total 7 years)
    - Statute?

- Board Training
  - October 14, 2023
  - 9am -2 pm
  - Downtown Marriott, Convention Center

Comments and Notes: Enrollment is very healthy.

- The goal is to maintain enrollment through the year.
- Six new teachers this school year
- Instructional coaching and classroom supports provided to assist new teachers in acclimating to the campus.
- Transitions going well overall. Middle school update
- Parking lot approved by the church, more details to follow at next Board meeting. Lot will include 49 parking spots.
- Workable lease agreement pending review with attorneys to draft an agreeable lease agreement.
- Lease agreement timelines directly impact bond terms.
- Meetings with city to address traffic planning
- Staggered dismissal times are required with middle school beginning 30 mins after elementary and ending 30 minutes after elementary students.
- Plans for middle school sports program to include flag football, track & field, and an extension of the REACH soccer academy.
- Teen center for middle school scholars needing after-school care - something to consider.

Attachments:

7. Approval of Consent Items

- 7.1. Meeting Minutes: It is recommended that the RLSA School Board approve Meeting Minutes for August 2023.

Comments and Notes:

Attachments: [June 28, 2023 - Meeting Minutes](#)

- 7.2. Check Registers: Is it recommended that the RLSA School Board approve August 2023 Check Registers:

Comments and Notes:

Attachments:

[August 2023 Check Registers](#)

Motion: MM

Second:

PP

Vote:

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         | x      |
| Jennifer Boren |     |     |         | x      |
| Kimmery Moss   | x   |     |         |        |
| Maria Maness   | x   |     |         |        |
| Angel Braach   | x   |     |         |        |
| Carla Crow     | x   |     |         |        |
| Trayci Nelson  |     |     |         | x      |
| Patricio Perez | x   |     |         |        |
| Ashleigh Reid  | x   |     |         |        |
| <b>Totals:</b> |     | 6   |         | 3      |

8. Action Items

- 8.1. EideBailly LLP: 3-year engagement for tax and audit services. Audit selection is due to Riverside Unified School District's Business Services by March 31, 2024.

Comments and Notes: Tabled until next meeting

Attachments: [EideBailly LLP Proposal](#)

Motion:

Second:

Vote:

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         |        |
| Jennifer Boren |     |     |         |        |
| Kimmery Moss   |     |     |         |        |
| Maria Maness   |     |     |         |        |
| Angel Braach   |     |     |         |        |
| Carla Crow     |     |     |         |        |
| Trayci Nelson  |     |     |         |        |
| Patricio Perez |     |     |         |        |
| Ashleigh Reid  |     |     |         |        |
| <b>Totals:</b> |     |     |         |        |

8.2. BakerTilly: 3-year engagement for tax and audit services. Audit selection is due to Riverside Unified School District’s Business Services by March 31, 2024.

Comments and Notes: Tabled until next meeting

Attachments: [BakerTilly Proposal](#)

Motion:                                  Second:                                  Vote:

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         |        |
| Jennifer Boren |     |     |         |        |
| Angel Braach   |     |     |         |        |
| Carla Crow     |     |     |         |        |
| Trayci Nelson  |     |     |         |        |
| Patricio Perez |     |     |         |        |
| Ashleigh Reid  |     |     |         |        |
| <b>Totals:</b> |     |     |         |        |

8.3. ChristyWhite: 3-year engagement for tax and audit services. Audit selection is due to Riverside Unified School District’s Business Services by March 31, 2024.

Comments and Notes: Tabled until next meeting

Attachments: [ChristyWhite Proposal](#)

Motion:                                  Second:                                  Vote:

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         |        |
| Jennifer Boren |     |     |         |        |
| Angel Braach   |     |     |         |        |
| Carla Crow     |     |     |         |        |
| Trayci Nelson  |     |     |         |        |
| Patricio Perez |     |     |         |        |
| Ashleigh Reid  |     |     |         |        |



|                |  |  |  |  |
|----------------|--|--|--|--|
| <b>Totals:</b> |  |  |  |  |
|----------------|--|--|--|--|

8.4. Unaudited Actuals Report 2022/23 - It is recommended that the RLSA board approve the 2022-23 unaudited actuals report. For the period July 1, 2022 to June 30, 2023, the submission of charter school financial data to the California Department of Education (CDE) is required by Education Code Section 1628 and by Education Code Section 42100 (as amended by Assembly Bill 1994). Unaudited actuals are financial data that is pending final audit.

Comments and Notes:

Attachments: [FY 23 Unaudited Actuals](#)

Motion: AB                      Second:                      MM      Vote: approved

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         | x      |
| Jennifer Boren |     |     |         | x      |
| Kimmery Moss   | x   |     |         |        |
| Angel Braach   | x   |     |         |        |
| Maria Maness   | x   |     |         |        |
| Carla Crow     | x   |     |         |        |
| Trayci Nelson  |     |     |         | x      |
| Patricio Perez | x   |     |         |        |
| Ashleigh Reid  | x   |     |         |        |
| <b>Totals:</b> | 6   |     |         | 3      |

8.5. Better Together MOU: It is recommended that the RLSA board approve the contract between Better Together Mental Health Services and RLSA to provide mental health services/social emotional support to students at REACH Leadership STEAM Academy.

Comments and Notes:

Current therapist on maternity leave - MOU necessary to provide services while the therapist is out now and in the future. Therapist expected to return in mid October. All services rendered online.

Attachments: [Better Together MOU](#)

Motion: CC                      Second:                      AB                      Vote: Approved

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         | x      |
| Maria Maness   | x   |     |         |        |
| Kimmery Moss   | x   |     |         |        |
| Jennifer Boren |     |     |         | x      |
| Angel Braach   | x   |     |         |        |
| Carla Crow     | x   |     |         |        |
| Trayci Nelson  |     |     |         | x      |
| Patricio Perez | x   |     |         |        |
| Ashleigh Reid  | x   |     |         |        |
| <b>Totals:</b> | 6   |     |         | 3      |

8.6. Instructional Minutes: It is recommended that the RLSA board approve the instructional minutes for the 2023/24 school year.

Comments and Notes:

- Staggered Dismissal for TK/K & 1-6 grades
- Minimum Day Schedule: Dismissal not staggered
- All instructional minutes exceed California State requirements
- Instructional Days: State : REACH; 180 : 182
- Instructional Minutes: Total for the year by grade level (State: REACH):
  - TK/K- 36,000 : 63,650
  - 1-3 - 50,400 : 62,510
  - 4-6 - 54,000 : 64,780

Attachments: [Instructional Minutes Bell Schedule 2023-24](#)

Motion: PP                      Second:                      KM                      Vote: Approved

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         | x      |
| Jennifer Boren |     |     |         | x      |
| Maria Maness   | X   |     |         |        |

|                |   |   |  |   |
|----------------|---|---|--|---|
| Angel Braach   | X |   |  |   |
| Kimmery Moss   | X |   |  |   |
| Carla Crow     | X |   |  |   |
| Trayci Nelson  |   |   |  | X |
| Patricio Perez | X |   |  |   |
| Ashleigh Reid  | X |   |  |   |
| <b>Totals:</b> |   | 6 |  | 3 |

- 8.7. Academic Calendar Revision: It is recommended that the RLSA board approve the calendar revisions that include the following changes:
- Change to start date from August 21 to August 22 due to Tropical Storm Hilary
  - Additional language added under STEAM Enrichment Days: "non-instructional day"

Comments and Notes:

Attachments: [Academic Calendar](#)

Motion: MM                      Second:                      AB                      Vote: Approved

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         | X      |
| Jennifer Boren |     |     |         | X      |
| Maria Maness   | X   |     |         |        |
| Kimmery Moss   | X   |     |         |        |
| Angel Braach   | X   |     |         |        |
| Carla Crow     | X   |     |         |        |
| Trayci Nelson  |     |     |         | X      |
| Patricio Perez | X   |     |         |        |
| Ashleigh Reid  | X   |     |         |        |
| <b>Totals:</b> |     | 6   |         | 3      |

- 8.8. Parent/Student Handbook Addendum: It is recommended that the RLSA board approve the 2023/24 handbook addendum which includes the following:
- Page 11. Section B. Uniform bottoms
  - Page 12. Spirit Day Fridays

- Page 13. Daily Dress Code
- Page 14. Dress Code Enforcement - Consequences

Comments and Notes: Addendums necessary for clarity with parents.

Attachments: [Parent/Student Handbook Addendum](#)

Motion: MM                      Second:                      PP                      Vote: Approved

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         | X      |
| Jennifer Boren |     |     |         | X      |
| Maria Maness   | X   |     |         |        |
| Kimmery Moss   | X   |     |         |        |
| Angel Braach   | X   |     |         |        |
| Carla Crow     | X   |     |         |        |
| Trayci Nelson  |     |     |         | X      |
| Patricio Perez | X   |     |         |        |
| Ashleigh Reid  | X   |     |         |        |
| <b>Totals:</b> | 6   |     |         | 3      |

8.9. Web Accessibility Policy: It is recommended that the RLSA board approve the web accessibility policy. As part of the WCAG 2.1 specification to make school websites accessible and ADA compliant, REACH is required to make its Web Accessibility Policy public. The policy is intended to demonstrate that the charter school is taking the proper and necessary steps to make the website accessible for individuals with disabilities.

In order to comply with Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, websites must meet the Web Content Accessibility Guidelines (WCAG) as instituted by the World Wide Web Consortium (W3C). Schools in noncompliance are subject to sanctions by the U.S. Department of Education Office for Civil Rights and the U.S. Department of Justice.

Comments and Notes: New website reveal coming in two weeks - website will be compliant to this policy.

Attachments: [Web Accessibility Policy](#)

Motion: KM                      Second:                      MM                      Vote: Approved

| Member Name    | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Ahlam Gheith   |     |     |         | X      |
| Jennifer Boren |     |     |         | X      |
| Kimmery Moss   | X   |     |         |        |
| Maria Maness   | X   |     |         |        |
| Angel Braach   | X   |     |         |        |
| Carla Crow     | X   |     |         |        |
| Trayci Nelson  |     |     |         | X      |
| Patricio Perez | X   |     |         |        |
| Ashleigh Reid  | X   |     |         |        |
| <b>Totals:</b> |     | 6   |         | 3      |

9. Board Comments

- 9.1. Name: Carla Crow - Are we prepping for COVID? Following prior COVID protocols as necessary.
- 9.2. Name: Angel Brach - ELOP days dress code? Free dress days
- 9.3. Name: Maria Maness - Options for low income students needing uniforms? REACH does assist with meeting uniform needs for low income students.

10. Adjournment

10.1. Meeting adjourned at: 7:32pm

Motion: MM                      Second:      PP

Next board meeting date: October 24, 2023 at 6:15pm