

BOARD MEETING MINUTES

November 28, 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

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Meeting ID: 951 0181 7059

Passcode: 234315

One tap mobile

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+1 312 626 6799 US (Chicago)

Meeting ID: 951 0181 7059

Passcode: 234315

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

Meeting Location:

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

**1016 Republican St.
Seattle, WA 98109**

**17908 Milkweed Lane.
San Bernardino, CA 92407**

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; (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: 6:18 pm

Member Name	Present	Absent
Jennifer Boren	X	
Angel Braach	X	
Carla Crow	X	
Ahlam Gheith	X	
Maria Maness	X	
Kimmery Moss		X
Trayci Nelson		X
Patricio Perez	X	
Ashleigh Reid	X	
Totals:	7	2

3. Introduction of Guests

- 3.1. John Kim Stifel
- 3.2. Tom Wertanen - Neff Construction
- 3.3. Benjamin Robinson - PCH Architecture
- 3.4. Karl Yoder, KCA- Fiduciary
- 3.5. Sarah Kollman Young, Minney & Core
- 3.6. Julie & Brian Slusser
- 3.7. Brittney Warren
- 3.8. Austin Chan, Stifel
- 3.9. Zahira Scott
- 3.10. Nate Keninitz, Stifel
- 3.11. Todd Stragier - Neff Construction
- 3.12. Christina Gomez

4. Review and Approval of Agenda

Motion: AG

Second: JB

Vote: Motion Carries

Comments and Notes:

5. Invitation to the Public to Address the Board

6. Reports

6.1. Middle School Facilities Overview by YMC, NEFF, Stifel, PCH, et. al

- Design - preliminary site plan phases adding 2 story buildings, upper grades up top, lower grades on bottom Capacity of 1024 kids Two 16 room 2 story buildings
- Estimate - Option 1 - (optimal) 28 million , Option 2 (in phases) - 22 Million
- Development Schedule Phase 1A (October 2024?) Phase 1B ()
- Next Steps: Existing lease w/ Grace Church has been updated for a longer term (40 + 5 years), allow for parking space, rent - 2% increase every 2 years, use of lease, tax exemption, leasehold mortgage, right of first refusal.

6.2. Financial Report by Edtec

Comments and Notes:

Attachments:

[November 2023 - Financial Report](#)

6.3. 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](#)

[State Controllers Information](#)

Comments and Notes:

6.4. Director's Report

- Enrollment
 - Current- 651
 - Fluctuates bet 651-655
 - Strong wait list
 - Backfilling vacancies

- Budget unaffected due to higher than expected ADA
- Challenges
 - Teacher Retention in 5th and 6th grades
 - Initial hires both voluntarily severed employment
 - Replaced 6th-grade Math teacher w current Science instructor
 - Residential substitute in Science while we interview for position.
 - New 5th ELA teacher hired. Started Monday.
 - Remaining teacher cohort doing extremely well. Coaching is an added plus and is reaping benefits.

Comments and Notes:

Attachments:

7. Approval of Consent Items

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

Comments and Notes:

Attachments:

[September 2023 Board Meeting Minutes](#)

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

Comments and Notes:

Attachments:

[September 2023 Check Registers](#)

[October 2023 Check Registers](#)

Motion: PP Second: AR Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Jennifer Boren	X			
Angel Braach	X			
Carla Crow	X			
Ahlam Gheith	X			
Maria Maness			X	

Kimmery Moss				X
Trayci Nelson				X
Patricio Perez	X			
Ashleigh Reid	X			
Totals:		6		1
				2

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: **Table vote until next meeting**

Attachments:

[EideBailly LLP Proposal](#)

Motion:

Second:

Vote:

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

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: **Table vote until next meeting**

Attachments:



[BakerTilly Proposal](#)

Motion:

Second:

Vote:

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

- 8.3. Christy White: 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: **Table vote until next meeting**

Attachments:

[ChristyWhite Proposal](#)

Motion:

Second:

Vote:

Member Name	Aye	Nay	Abstain	Absent
Jennifer Boren				
Angel Braach				
Carla Crow				
Ahlam Gheith				
Maria Maness				
Kimmery Moss				
Trayci Nelson				
Patricio Perez				

Ashleigh Reid				
Totals:				

8.4. Employee Handbook Addendums - It is recommended that the RLSA board approve the 2023/24 Employee Handbook Addendums which include the following:

- Addendum 1: DRESS CODE POLICY: Tattoos and Body Piercings
- Addendum 2: PTO Policy

Comments and Notes:

Attachments: [Employee Handbook Addendums](#)

Motion: AG Second : CC Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Jennifer Boren	X			
Angel Braach	X			
Carla Crow	X			
Ahlam Gheith	X			
Maria Maness			X	
Kimmery Moss				X
Trayci Nelson				X
Patricio Perez	X			
Ashleigh Reid	X			
Totals:	6		1	2

9. Board Comments

9.1. Name:

9.2. Name:

10. Adjournment

10.1. Meeting adjourned at: 8:05

Motion: JB Second: AG

Next board meeting date: December 12th 6:00