

**BOARD MEETING MINUTES**

**December 12, 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**

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

**Open Session - 6:30 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

**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.

**CLOSED SESSION**

1. Housekeeping and Procedural Announcements
  - 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.
  - 1.2. 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. Closed Session Call to Order
  - 2.1. Meeting is called to order at: 6:37 p.m.

Member Name	Present	Absent
Jennifer Boren	X	
Angel Braach	X	
Carla Crow	X	
Ahlam Gheith	X	
Maria Maness	X	
Trayci Nelson	X	
Patricio Perez	X	
Ashleigh Reid	X	
<b>Totals:</b>	8	0

3. Closed Session Topic
  - 3.1. Topic: Anticipated Litigation
4. Closed Session Adjournment
  - 4.1. Meeting adjourned at: 7:12 PM

**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: 7:21 p.m.

Member Name	Present	Absent
Jennifer Boren	X	
Angel Braach	X	
Carla Crow	X	
Ahlam Gheith	X	
Maria Maness	X	
Trayci Nelson	X	
Patricio Perez	X	
Ashleigh Reid	X	
<b>Totals:</b>	8	0

3. Introduction of Guests

- 3.1. Brittney Warren
- 3.2. Brandon Gnuschke
- 3.3. Christina Gnuschke

4. Review and Approval of Agenda

Motion: CC    Second: MM    Vote: Motion Carries

Comments and Notes: None.

5. Invitation to the Public to Address the Board

6. Reports

6.1. Discussion item: Auditor selection.

Auditor Contract Proposals (Tax & Audit Services): It is recommended that the RLSA board approve one of the 2 audit proposals in the following action 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 various firms and secured Proposals of Engagement of Services as well as fee schedules for both Baker Tilly and Christy White. (The third audit firm withdrew its application.) An audit selection is due to the charter authorizer by March 31, 2024. The proposed term period is 3 years.

Attachments:

[Tax & Audit Comparisons](#)  
[State Controllers Information](#)

Comments and Notes:

6.2. Director's Report- None

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 November 2023.

Comments and Notes:

Attachments:

[November 2023 Board Meeting Minutes](#)

Motion: AG    Second: MM    Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Jennifer Boren	X			
Angel Braach	X			
Carla Crow	X			
Ahlam Gheith	X			
Maria Maness	X			
Trayci Nelson	X			
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>	8	0	0	0

8. Action Items

- 8.1. Approval of Annual Audit : The requirements specified in Education Code section 41020 require all Local Education Agencies (LEAs), including charter schools, to conduct an annual audit in accordance with auditing standards generally accepted in the United States of America, the standards set forth in Government Auditing Standards issued by the Comptroller General of the United States, and the provisions of California Code of Regulations (CCR), Title 5, Education, Section 19810, et seq.

The audit of the financial statements of REACH Leadership Academy was performed by Baker Tilly US, LLP. The audit outlines the financial position of REACH LSA as of June 30, 2023. The audit was conducted according to Government Auditing Standards.

It is recommended that the RLSA Board approve the 2022-2023 RLSA audit.

Comments and Notes:

Report Summary:

**Report on Compliance and Other Matters**

*As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.*

***The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.***



**Purpose of This Report**

*The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.*

Attachments:

[Annual Audit](#)

Motion: AR

Second: PP

Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Jennifer Boren	X			
Angel Braach	X			
Carla Crow	X			
Ahlam Gheith	X			
Maria Maness	X			
Trayci Nelson	X			
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>	8	0	0	0

8.2. BakerTilly: 3-year engagement for tax and audit services.

Comments and Notes:

Attachments:

[BakerTilly Proposal](#)

Motion: JB

Second: AR

Vote: Motion Fails

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



Maria Maness		X		
Trayci Nelson		X		
Patricio Perez		X		
Ashleigh Reid		X		
<b>Totals:</b>	0	8	0	0

8.3. Christy White: 3-year engagement for tax and audit services.

Comments and Notes:

The proposal is approved and awarded to Christy White for a 3-year engagement contingent on review and approval of their proposed contract. Board will review said contract at its next regularly scheduled meeting.

Attachment: [ChristyWhite Proposal](#)

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			
Trayci Nelson	X			
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>	8	0	0	0

8.4. Intent to Employ: Ms. Cassidy E. Rentie

It is recommended that the RLSA Board approve the Provisional Internship Permit (PIP) through the California Commission on Teacher Credentialing for Cassidy E. Rentie allowing her to teach Transitional Kindergarten while completing her EdTPA, a portfolio-based assessment of teacher performance. All other requirements for a Multiple Subject Teaching Credential have been fulfilled. A notice was made public to REACH families on September 25, 2023. The teacher assignment is as follows:

Teacher Name: Cassidy Rentie

Position: Transitional Kindergarten Teacher  
 Subject(s): Multiple Subject  
 Grade Level: Transitional Kindergarten (TK)

Comments and Notes:

Attachments:  
[Provisional Internship Permit](#)

Motion: JB                      Second: AG                      Vote: Motion Carries

Member Name	Aye	Nay	Abstain	Absent
Jennifer Boren	X			
Angel Braach	X			
Carla Crow	X			
Ahlam Gheith	X			
Maria Maness	X			
Trayci Nelson	X			
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>	8	0	0	0

- 8.5. Academic Calendars: It is recommended that the RLSA school board approve the academic calendars for the following school years. The proposed calendars include 182 days of instruction. (180 days of instruction are required in the State of California.)
- 2024-25
  - 2025-26
  - 2026-27

Comments and Notes:

Motion is approved with the following exceptions: The Board motioned to pull the 2026-2027 calendar and requests making changes to the start and end dates to be in alignment with prior years. The board motioned to approve the 2025-25 and 2025-26 academic calendars as is. Board will approve the 2026-27 Academic calendar once changes have been made.

Attachments:  
[2024-25 Academic Calendar](#)  
[2025-26 Academic Calendar](#)



2026-27 Academic Calendar

Motion: CC 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			
Trayci Nelson	X			
Patricio Perez	X			
Ashleigh Reid	X			
<b>Totals:</b>	8	0	0	0

9. Board Comments

9.1. Name:

9.2. Name:

10. Adjournment

10.1. Meeting adjourned at: 8:14 p.m.

Motion: JB Second: AG

Next board meeting date: January 23, 2024 @ 6:15 pm