



Our Vision: *Two Roads Charter School is a highly sought after program providing rigorous academics addressing the unique educational needs of traditional and homeschooled students; all students are empowered to develop confidence, define their future and achieve their highest potential.*

Our Mission: *Two Roads Charter School achieves its vision using 21st Century Learning employing and valuing critical thinking, communication, collaboration and creativity. Homeschooled and traditionally schooled students are challenged in a rigorous academic environment to reach their highest potential.*

Board Meeting Minutes_APPROVED 01/29/2020

December 11, 2019, at 9:30 a.m.

6980 Pierce Street, Arvada, CO 80003

Lisa R. Fick, acty

Item	Discussion	Action Taken	Follow-up/Action Required
A. Call to Order	<ul style="list-style-type: none"> • Directors Present: Garner, Harvey, Myer, Wick • Administrators Present: Noel • Guests: John Cutler 		
B. Approve Agenda		<ul style="list-style-type: none"> • MOTION to approve Two Roads Agenda 121119_DRAFT. All approved. 	
C. Approve Meeting Minutes		<ul style="list-style-type: none"> • MOTION to approve TRCS BOD Minutes 111319_DRAFT. All approved. 	
D. Public Comment	<ul style="list-style-type: none"> • None 		
E. Annual Audit	<ul style="list-style-type: none"> • Directors presented questions to Auditor, John Cutler. Director Harvey asked about balances forward sums. Mr. Cutler will check the formula. • Line item restricted for debt service. - is there a high level explanation for the dramatic change. Most likely left over funds from the bond payment. • Page 6 discussion about Two Roads Building Corporation - part of the school for reporting purposes. Question about Two Roads as an entity and the Building Corporation as an entity. Separate statements are not necessary. This is standard practice. Every school in the state has one. • Page 8 capital assets and depreciation - is this set by Jeffco or school specific? Jeffco controls all your accounting and therefore sets the policy. The policy is fairly standard across schools. • Page 11 school management - do we need to expand the narrative around the budgeting process? The audit shows an amended budget. Mr. Cutler recommends not changing it. • Page 12 - pooled cash, money market funds, etc. Is the word "investment" a misnomer? Page 12-13 disclosure of investments. Who makes the decision of investments? Jeffco question not an auditor question. 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Two Roads Foundation, Two Roads Building Corporation are both in good standing with the Secretary of State's office. Two Roads however, is not. Director Myer will find out how to bring our status current. Vanessa Yochim is still listed as the contact for Two Roads.



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	<p>Two Roads cannot do a lot since we use the district.</p> <ul style="list-style-type: none"> ● Pension does not affect the budget basis of accounting. ● Actuarial study - PERA website 		
F. Administrator's Report	<ul style="list-style-type: none"> ● Directors asked about the recent flooding. Is Two Roads in jeopardy of losing insurance? No, we are pooled with Jeffco. ● Directors asked if the "Kindness Letter" is ready to send out? Admin will send out via School Messenger. Director Garner took out the language surrounding Restorative Practices. Should there be a follow up with the community to support Restorative Practice? Directors will revisit in January. 	●	
G. Board Business 1. Training, development, networking 2. Governance 3. Business matters	<ul style="list-style-type: none"> ● Directors reviewed the SY20-21 calendars for educational and funding hours. ● Review and approve FY20 Revised Budget - Directors discussed the revised budget. Given the discussion with Stephanie Corbo, directors ● Reserve Study Update Director Harvey presented a setting ground rules will be important. Recommended keeping the study high level and a \$5000 threshold for replacement items. Mike Kelson is going to Two Roads on Thursday for a tour. A fixed price proposal will be forthcoming. Having difficulty getting a second bid. How do the directors want to move forward If only one bid is available? In the interest of time, do we need to revise our Bylaws to allow for action by unanimous consent? ● Directors discussed recommendations for moving forward with Foundation business. ● Two Roads Foundation, Two Roads Building Corporation are both in good standing with the Secretary of State's office. Two Roads however, is not. Director Myer will find out how to bring our status current. Vanessa Yochim is still listed as the contact for Two Roads. ● Directors discussed next steps for recruiting directors from both inside our community and from the community at large. Director Myer has contacts at Regis University who would be appropriate for an additional community member. Directors will begin having conversations with existing sub-committee members to check interest for moving to the BOD. 	<ul style="list-style-type: none"> ● MOTION to approve the SY20-21 calendars. All approved. ● MOTION to approve the FY20 revised budget with the exception of the mill levy correction and contingency reserve allocation. All approved. ● MOTION to move into executive session pursuant to C.R.S. 24-6-402(4)(f) to discuss a personnel matter. All approved. 	<ul style="list-style-type: none"> ● Director Myer will investigate Two Roads standing with the Secretary of State. ● Director Myer will check the Bylaws for information pertaining to decision making options. ● Principal Noel will contact district resources for counsel moving forward with stabilizing the Foundation operations. ● Director Myer will work on job descriptions for the Two Roads Board of Directors to be used as a marketing tool.
H. Member comments	<ul style="list-style-type: none"> ● Meeting with the Colorado League of Charter Schools has been rescheduled for the morning of January 27. 		



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I. Adjourn	Next regular meeting -Wednesday, 1/29/2020, 9:30 a.m., Littleton	● MOTION to adjourn at 11:53 a.m. All approved.	
Upcoming Items			