



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.*

Two Roads Charter School Board of Directors
 Board Meeting Minutes APPROVED 11/13/2019
 September 24, 2019, at 6:30 p.m.
 6980 Pierce Street, Arvada, CO 80003

Lisa P. Wick, Secretary

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, Shive, Waters 	Meeting called to order at 6:35 p.m.	
B. Approve Agenda		<ul style="list-style-type: none"> ● MOTION to approve TRCS Agenda 092419_REVISED DRAFT 	
C. Approve Meeting Minutes	<ul style="list-style-type: none"> ● Discussion surrounding wording of the minutes. 	<ul style="list-style-type: none"> ● MOTION to approve TRCS Minutes 082719_DRAFT as amended. All approved. 	
D. Public Comment	<ul style="list-style-type: none"> ● None 		
E. Administrator's Report	<ul style="list-style-type: none"> ● Principal Noel reported that the Middle School Science teacher resigned this week. We are actively seeking a replacement with interviews set for this week. ● Directors reviewed the submitted report. Bulleted information will be addressed under Board Business. 		
F. Board Business 1. Training, development, networking 2. Governance 3. Business matters	<ul style="list-style-type: none"> ● Waterstone lease update suggestion was to have legal counsel with expertise in this area. Concern remains on wear and tear and indemnification. Two Rods is not negotiating from a place of strength. Directors could reach out to our current legal counsel, Bill Bethke. Directors will look to work with Waterstone in January to secure a long-term lease agreement. ● Financial Grievance - Directors reviewed the documentation provided on the grievance associated with fee reimbursement. ● Directors rescheduled the October 22 meeting for November 5. AP Shive will check with Waterstone for room availability. ● Strategic Planning discussion between Admin and Directors. Director Harvey posed that Strategic Planning is not just for difficult times. Director Harvey spoke of the value of an outside set of eyes. 	<ul style="list-style-type: none"> ● MOTION to move forward with the Waterstone contract as presented for this school year only. All Approved. ● MOTION: Upon review of the Corvello's correspondence and subsequent complaint and request for a refund, the Director's recommendation is that we do not refund fees. All approved. 	<ul style="list-style-type: none"> ● Conduct further research on what training is available and the cost for that training. ● Director Garner will reach out to Mrs. Covello with the Director's decision regarding fees. ● Director Harvey will research the costs associated with hiring a Reserve study specialist who would project in real dollars the maintenance costs. ● Director Harvey will reach out to Matt O'Meara. ● Principal Noel will communicate to architects that we are on hold for another month as we work on financing details.



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	<p>Admin stated their objection to spending resources on an outside consultant given that we have limited time and energy to invest in the process.</p> <ul style="list-style-type: none">● Board Training Budget - Directors discussed the need for a budget to spend on training resources and facilitators.● Loan Information - Director Harvey spoke with D.A. Davidson regarding Two Roads' options. The first obstacle is that Two Roads has a restrictive covenant that does not allow us to take on any additional debt. Another obstacle is that a cafetorium is not a revenue producing asset.● Next steps forward: Go back to Matt O'Meara and see if any funding is available.● Directors considered that two or three years of staying within our debt covenants and strong financial performance might give us different financing options.● Construction soft costs - Architect, Erik Hall, provided the soft costs and they bring the cost of the proposed build to \$4.1 million.● Directors discussed the need for defining current and projected maintenance costs of the Arvada campus. AP Waters has compiled a list of maintenance costs associated with the current campus. The list includes the replacement of our phone system. The reasonable and conservative estimate for an annual repair budget is \$100,000.● Principal Noel presented a long range plan for the Arvada campus that would include two tracks of all grades, K-12. Admin would like the Directors to consider the possibility of converting childcare to a preschool program. Arvada must also consider whether the elementary homeschool program should continue.● During the process of assessing our needs and long range planning, Admin has redirected their thinking about the type of building that would help Two Roads best meet long range growth goals. Admin's thinking is now to build a CHSSA gym rather than cafetorium. Director Harvey asked about the parking requirements. Coach K is investigating the CHSSA requirements.● Director Myer wanted to make sure that we did not lose sight of the impact of salary structure on long term budget needs. Admin has started the salary		
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	analysis work and will be forwarding information to Directors before the December meeting. TABLED ● Colorado League of Charter Schools Annual Membership - tabled ● Holiday subcommittee appreciation - tabled ● Salary study ● Dropbox for Business-tabled		
G. Member comments			
H. Adjourn	Next regular meeting – Tuesday, November 5 , 2019; Littleton		