



## TWO RIVERS BOARD OF TRUSTEES

March 10, 2025

### **Call to Order**

Chair Trembl called the March 13th meeting of the Two Rivers Board of Trustees to order at 6:02PM at Young Elementary School. Chair Trembl opened the meeting by explaining that the meeting would be held per the Open Meetings Act and recorded.

### **Roll Call**

#### **Board Members**

Gregg Trembl, Chair	Present
Erin Sheehy, Vice Chair	Present
Elle Carne, Secretary	Present
Ben Robins, Treasurer	Present
Faisal Awwal, Trustee	Present
Lauren Hamilton Edwards, Trustee	Absent
Elaine Hou, Trustee	Present
Malik Husser, Trustee	Present
Alvincent Hutson, Trustee	Present
John Phillips, Trustee	Present
Derek Pierce, Trustee	Present
Jessica Proffitt, Trustee	Absent
Ahnna Smith, Trustee	Present
Cara Williams, Trustee	Present
Aswathi Zachariah, Trustee	Present
Belicia Reaves, Executive Director and Ex Officio	Present

#### **Others Present**

Michelle Kimso, Special Project Manager for the Office of the Executive Director  
Aqueelha James, Chief Academic Officer  
Gail Williams, Chief Operating Officer  
Bridget Jackson, Chief of Staff  
Khizer Husain, Senior Director of External Relations  
Anya Stockburger, 4th St Elementary Parent  
Alyssa Brunner, Academic Committee Member and 4th St Elementary Parent

### **Approval of Meeting Agenda**

Trustees Hou, Husser, and Zachariah were not present, all other Trustees voted to approve the agenda.

### **Approval of February 10th Minutes**

Chair Trembl proposed removing conflict of interest from the February 10th minutes, leaving the sentence at recusal. Trustees Hou, Husser, and Zachariah were not present, all other Trustees voted to approve the minutes

### **Executive Director Report**

Executive Director Reaves started her report by sharing an overview of winter highlights including Black History Month Program and the naming of McKenzie Baecker as 4th Street principal starting in July. Reaves then shared an enrollment audit update that the Office of State Superintendent of Education notified Two Rivers that 12 of the 22 students whose residency Two Rivers was appealing were verified and upheld, leading to an audited enrollment of 1,006. This eliminated the DSCR gap, resulting in a net income forecast of \$386K with 137 days cash on hand and a DSCR of 1.21. Two Rivers also has over 1,400 lottery applications with over 600 listing Two Rivers in their top 3. As for staff, intent returns surveys indicated 83.7% of teachers would be returning in SY '24-'25 and 82.78% of all staff were intending to return.

### **Strategic Plan Update**

Chief Operating Officer Williams updated the Trustees on the progress of the Strategic Plan Goal 3, which focuses on financial stability and building systems. Progress is being made on the metrics of increasing net operating income (NOI) from 10% to 12%, where Two Rivers has a 10.85% FY25 Forecast based on December 2024 Financials and Increase score on Operations domain of Insight Survey from 4.1 (SY 23-24) to 5.5 (SY 26-27), where for SY 24'25 Two Rivers is at 4.2. Williams shared the metrics that were measured and an overview of the heat map of which was predominantly green and amber green. Next steps for the strategy include: inventorying TR Way documents, engaging staff in the budget planning process, building and piloting knowledge management processes, and the data manager preparing training videos for new users.

### **Finance Committee Report**

Treasurer Robins presented the following memo which were shared with the board in advance:

- **Facilities Management Contract** - Two Rivers is seeking to enter into an emergency contract for facilities management services. The emergency facilities management contract will ensure that the infrastructure systems are managed and daily and preventative maintenance work is performed for the remainder of SY 24-25, due to separation of a facilities team member. PMM Companies provided custodial and facilities services with Two Rivers for ten years, and Busy Bee Environmental Services offered custodial services with Two Rivers for approximately seven years. Proposals were reviewed, and the chief operating officer and director of operations held vendor meetings.
- **Recommendation** - Two Rivers recommends contracting with PMM Companies for \$35,826.

All Trustees voted to approve the memo.

### **Development Committee**

Senior Director of External Relations Husain shared it was a busy grant season with applying to half a dozen grants. Fantastic Voyages are launching and focusing this year on arts and the athletics program. Trustee Phillips encouraged Trustees to participate in the Voyages. Husain also shared that a silent auction will be hosted in May.

### **Academic Committee Report**

Trustee Smith shared that a rich discussion was held on Mid Year Data and welcomed Trustees to join an upcoming committee meeting to dive deeper into the data. A memo was shared with Trustees which highlighted mid year growth including 5% of Early Childhood students growing 3 microphrases. Two Rivers mid year MAP data shows 39% of 1-8th grade students are proficient in ELA and 30% of students in grades 1-8th are proficient in math. To shift this progress Two Rivers is narrowing in on teacher effectiveness in unpacking standards and differentiating instruction to address student needs and using their data to inform planning targeted instruction. Chief Academic Officer James added the Strategic Goal #1 is focusing on decreasing the number of students in the lower quartiles.

A discussion was held on grade level data, triangulation in data due to students choosing to attend Two Rivers, and engaging students in talking about their own data.

### **Governance Committee**

Secretary Carne presented the following memos which were shared with the board in advance:

- **Trustee Job Description and Officer Roles** - The Governance Committee reviewed the general Trustee job description and executive position descriptions, with the Chair and Secretary positions descriptions being new.
- Recommendation - It is the recommendation to approve the updated job descriptions.

Trustee Hutson was not present. All other Trustees voted to approve the new and updated job descriptions and officer roles.

### **Closed Session**

Trustee Hutson was not present. All other Trustees voted to move to Closed Session under OMA 2–575 (b) (10) To discuss the appointment, employment, assignment, promotion, performance evaluation, compensation, discipline, demotion, removal, or resignation of government appointees, employees, or officials, or of public charter school personnel, where the public body is the board of trustees of a public charter school.

Trustees Hutson and Williams were not present. All other Trustees voted to end the closed session and adjourn the meeting.

### **Adjournment**

The Board meeting adjourned at 7:58 PM.

Prepared by:  
Michelle Kimso/s/  
Executive Assistant

Submitted by:  
Elle Carne/s/  
Secretary