

Children's Community Charter School
Governing Board Regular Meeting Minutes
Monday, October 7, 2013

- 1) **CALL TO ORDER** – This Regular Meeting of the CCCS Governing Board was called to order by Administrator Emily Mullins at 6:05 p.m. in Room 8.
- 2) **ROLL CALL:** Shawna Howard - Student Programs, Emily Mullins - Administrator, Kelli Thacker – Treasurer, Karen Crist – Secretary, Paul Inman – Public Relations Coordinator and Sheri Eichar – Teacher Representative, were present. Rob Robertson – Parent Coordinator and Board Chair arrived at was absent. A quorum was achieved. Shawna Howard excused herself from the meeting at 6:35 pm.
Guests in attendance: Linda Hovey - CCCS CBO, Ivor Thomas, and Nick and Catrina Wright were present.
- 3) **APPROVAL OF MINUTES FROM PRIOR MEETING(S)** – Emily Mullins motioned to approve the minutes for the September 9, 2013 Regular Meeting. Sheri Eichar seconded. **MOTION CARRIED.**
- 4) **ADDITIONS/DELETIONS/APPROVAL OF CURRENT AGENDA** – NONE
- 5) **BOARD REPORTS AND COMMENTS**
 - A. **ADMINISTRATOR** – Emily Mullins reported that the General Assembly Meeting went very well and had very good attendance. STAR testing has been suspended in the State of CA for grades 2nd through 8th. At CCCS, grades 3rd through 8th will be taking the Smarter Balance Test in either ELA or Math, and grades 5th and 8th will be taking the CST in Science. The news release announcing the suspension of STAR testing has been posted on the CCCS website. During the October 4, 2013 staff meeting, the staff and administrator discussed the charter. At the Spring General Assembly Meeting, the charter and the charter renewal process will be discussed in greater detail. Several staff members joined board members at the CCSA reception in Chico. Red Ribbon week (Drug prevention and Bullying prevention week) is scheduled for 10/21 – 25. The CCCS Hawks are proud to be Drug and bully free.
 - B. **CHIEF BUSINESS OFFICER** – Linda Hovey reported that she has closed the books for the 2012-2013 school year. The first apportionment of

Common Core Transition Funds has arrived in the amount of \$23,700.00. We can expect another payment in the same amount in the next month or so. We have also received about \$57k in Prop 39 money to help off-set the deferrals of the last six or 7 years. This money is restricted in it's use. CCCS received the Special Education bill from PUSD in the amount of about \$75k, which was very close to what was budgeted for Special Education. Some time ago, the IRS suspended CCCS's non-profit designation, in error, and we just received a letter from the IRS dated 9/29/13 acknowledging their error, and indicating that our non-profit status will be reinstated.

- C. **TREASURER** – Kelli Thacker reported that the proceeds from the Carnival amounted to about \$11.50 per student. That money will be made available to their teachers for field trips and classroom use. Grandparents' Day was very successful, raising about \$350. Proceeds will go to Art and Science, with each receiving about \$175 for classroom use. She will have the exact amount in the next week or so. Teachers are now able to check available class funds at a glance in the office.
- D. **PUBLIC RELATIONS REPORT** – Paul Inman reports that he has been trying to work with PRPD regarding available space on their electronic message board. He will contact Rick Silva of the Paradise Post regarding Fright Night. If the students will make posters advertising Fright Night, he will put them up around the town.
- E. **STUDENT PROGRAMS** – No report.
- F. **SECRETARY** – Nothing new to report.
- G. **PARENT COORDINATOR** – No report.
- H. **TEACHER REPRESENTATIVE** – Sheri Eichar reported that the staff thought Grandparents' Day went well, but that they prefer the pancake breakfast of the previous year. They would like Middle School to "own" the pancake breakfast, and to start the Grandparents' Day activities later, perhaps around 10 am. The end of the day was chaotic and perhaps too much educational time was lost. The Harvest Mixer is coming up on Halloween – the staff would like to show how various countries celebrate the Harvest. More info to come.

- I. **STUDENT COUNCIL** – Nick Wright, Student Body President reported that the Student Council is in the process of forming committees to plan events, but that everyone wants to be on all the committees. Student Council is planning a Black and White Dance on 11/8/13 at the church across from the movie theater. Paul will explore the possibility of using the Terry Ashe Center because of religious considerations. So far, the Student Council has plans for Pajama Day, Crazy Hair Day, Crazy Hat Day and Twin Day.
- J. **TECHNOLOGY** – Ivor Thomas reports that on-site maintenance has been time consuming. He is trying to put together a strategy to stay ahead of maintenance. There is a lot of equipment and a lot to learn, and he is only available on Fridays. There is the possibility to replace the Help Counter computer and screen in the office lobby with one touch screen that can run multiple programs. It is unreasonable to update the laptops manually. Deep Freeze is a deeply flawed program. He is researching alternatives for equipment management. He did not change any passwords. CCCS is currently missing four laptops and two power supply cords. He thinks that Central Core Server virtualization could potentially serve CCCS well. The wi-fi is the weakest link at the school and will require a lot of maintenance. He is concerned about equipment security and the after school homework program.

6) **PUBLIC COMMENTS** – NONE

7) **ACTION ITEMS**

- A. **Adoption of Spending Plan for Common Core Implementation Funds** - Emily Mullins motioned that CCCS earmark and make available immediately up to \$15,000.00 to modify and improve the school's IT infrastructure so that it may support the new Common Core State Standards and related lesson plans, and to earmark and make available immediately up to \$3,000.00 for staff training in the Common Core State Standards. Paul Inman seconded. **MOTION CARRIED.**
- B. **APPROVAL OF ADDITIONAL FUNDS FOR HELP COUNTER TABLET COMPUTER AND WALL MOUNT** – Emily Mullins motioned that this item be dismissed. Sheri Eichar seconded. **ITEM DISMISSED.**

- C. **BTSA PLAN FOR 2013-2014 AND 2014-2015** – Emily Mullins motioned that CCCS approve the payment of current BTSA fees and mentor stipend fees for one currently employed CCCS staff member for the 2013-2014 school year, and that CCCS approve up to \$6,000.00 in BTSA fees and related mentor stipend fees for the two remaining CCCS staff members in their second year of the BTSA program for the 2014-2015 school year provided each staff member maintains his employment with CCCS in the 2014-2015 school year. Kelli Thacker seconded. **MOTION CARRIED.**
- D. **DONATION LETTER DRIVE TO LOCAL RESIDENTS AND BUSINESSES** – Item tabled to first Board meeting of 2014.
- E. **PARENT VOLUNTEERS: INCENTIVES AND OVERSIGHT** – Emily Mullins motioned that the board approve up to \$300 to purchase various gift cards to be awarded to qualifying parent volunteers as part of an incentive and reward program. Paul Inman seconded. **MOTION CARRIED.**

8) INFORMATION AND DISCUSSION ITEMS

- A. **OPEN ENROLLMENT AND CAMPUS TOUR DATES** – Mrs. Mullins is currently working on a school brochure so that we may market the school more effectively to prospective families. She would like to schedule some campus tours, possibly on 1/17, 1/24 and 1/31/14, and schedule Kindergarten and Middle School Info nights either the same week or the first week of February.
 - B. **REVIEW OF 2012-2013 UNAUDITED ACTUALS** – Tabled to the next scheduled regular board meeting.
- 9) **ADJOURNMENT** – Emily Mullins - Administrator adjourned the meeting at 8:20 p.m.