

Children's Community Charter School
Governing Board Regular Meeting Minutes
Monday, December 9, 2013

- 1) **CALL TO ORDER** – This Regular Meeting of the CCCS Governing Board was called to order by Board Chair Rob Robertson at 6:03 p.m. in Room 8.
- 2) **ROLL CALL:** Shawna Howard - Student Programs, Emily Mullins - Administrator, Kelli Thacker – Treasurer, Karen Crist – Secretary, Sheri Eichar – Teacher Representative, and Rob Robertson – Parent Coordinator and Board Chair were present. Paul Inman, Public Relations Coordinator, was absent. A quorum was achieved. Guests in attendance: Linda Hovey - CCCS CBO.
- 3) **APPROVAL OF CONSENT AGENDA** – Emily Mullins motioned to approve the Consent Agenda with the deletion of the closed session portion of the agenda. Rob Robertson seconded. **MOTION CARRIED.**
- 4) **CBO REPORT** - Linda Hovey informed the board that annual audit is almost done, and there are no findings so far. The completed audit must be filed by 12/15/13. Ideas to develop projects to receive Prop39 (clean energy) funds are needed. She also met with SYSCO food service to investigate other options for the Snack Shack and will be setting up an account with them. No progress to report with Solar City – we need to check with PUSD to see if they are receiving our funds.
- 5) **PUBLIC COMMENTS** – No public comments.
- 6) **ACTION ITEMS**
 - A. **CERTIFICATION OF FIRST INTERIM REPORT:** This report is a check-in with ourselves, PUSD and the State to make sure that we are on-track with our spending in relation to our budget. Minor adjustments in various categories have been made and the fund Raising account is now included in our budget for clarity. We still have \$70k in category 9770 and we have not tapped our line of credit. The next report is due in February, and will certify the period through January, 2014. Rob Robertson motioned to certify the first interim report. Emily Mullins seconded. **MOTION CARRIED.**
 - B. **APPROVAL OF SNACK SHACK POLICY – TABLED.** More information regarding purchasing options is needed.
 - C. **APPROVAL OF A CCCS INDEPENDENT STUDY POLICY** – Rob Robertson motioned to approve the CCCS Independent Study Policy

with the following changes: substitute "Office Staff" for Melissa's name, add truancy info and cite Ed.Code. Karen Crist seconded.

MOTION CARRIED.

D. APPROVAL OF THE HEALTH EDUCATION SYLLABUS FOR 8TH GRADE –

Karen Crist motioned that the board approve the Health Education Syllabus for 8th grade as presented. Rob Robertson seconded.

MOTION CARRIED.

E. APPROVAL OF THE CCCS STUDENT CONDUCT POLICY - Rob Robertson motioned that the board approve the CCCS Student Conduct Policy as presented. Shawna Howard seconded. **MOTION CARRIED.**

F. APPROVAL OF A STIPEND FOR STAFF CRISIS PREVENTION AND INTERVENTION TRAINING – The training is offered by BCOE on a Saturday for a full day. The training will teach staff members how to be highly effective in dealing with more volatile students and personalities. The goal is for all teachers to eventually receive this training. Mrs. Mullins is requesting that the Kindergarten, First Grade, and Third grade teachers receive training first, followed by Second and Fourth, and so on. Rob Robertson motioned that the board approve a \$100 stipend per staff member that completes the CPI training. Emily Mullins seconded. **MOTION CARRIED.**

G. APPROVAL OF A JOINT CCCS-ACHIEVE-PCMS BAND POLICY – Four former students of CCCS have continued in band, yet CCCS is not receiving ADA for these students to off-set the expense of the music teacher's compensation and liability insurance. Emily Mullins motioned to approve the Joint CCCS-Achieve-PCMS Band policy as presented. Rob Robertson seconded.

H. APPROVAL OF GROUP BUDGETS FOR THE CHRISTMAS AROUND THE WORLD MIXERS – Emily Mullins motioned that each group be reimbursed up to \$50 when receipts are provided. Rob Robertson seconded. **MOTION CARRIED.**

I. APPROVAL OF THE DELL LEASE BUY-OUT – Linda Hovey, CBO, presented the Dell proposal to the board. There is a question as to whether or not the computers can join a network other than the CCCS network. Emily Mullins motioned that the board approve up to

\$11k for the Dell Lease buyout for 11 teachers. Rob Robertson seconded. **MOTION CARRIED.**

7) INFORMATION AND DISCUSSION ITEMS

A. SUGGESTIONS FOR STREAMLINING THE CONSENT AGENDA

DEVELOPMENT PROCESS – To facilitate the timely receipt of individual board reports, Karen Crist will send individual emails to each board member. The CBO report will remain outside the consent agenda as it usually contains information that requires explanation and discussion. Creating the board reports on Google Docs is also a possibility.

B. PURCHASING AND INSTALLING A CLOSED CIRCUIT TV MONITORING

SYSTEM FOR THE OFFICE – After a brief discussion, the board would like to further investigate the possibility of some kind of video monitoring/security system for at least the office. Linda Hovey, CBO, will look into it, starting with our current security provider.

8) ADJOURNMENT – Rob Robertson, Board Chair, adjourned the meeting at 7:59 pm.