

Children's Community Charter School
Governing Board Regular Meeting Minutes
Monday, January 13, 2014

- 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, Paul Inman – Public Relations Coordinator, and Rob Robertson – Parent Coordinator and Board Chair were present. A quorum was achieved. Kelli Thacker excused herself at 6:39 pm. A quorum was maintained. Guests in attendance: Linda Hovey - CCCS CBO, Ivor Thomas, and Sam Crist.
- 3) **APPROVAL OF CONSENT AGENDA** – Rob Robertson motioned to approve the Consent Agenda with the removal of the Treasurer's report for discussion, the removal of the IT report for discussion, and the movement of Agenda Item 6F to the first Action Item. Emily Mullins seconded. **MOTION CARRIED.**
- 4) **TREASURER'S REPORT** – SYSCO rep Jesse is breaking down the costs of supplying the Snack Shack, and it looks like it will result in better quality food and a greater cost savings for the school. There is a minimum \$500 order. It would be beneficial to purchase a convection oven for the Snack Shack so that heated food is more palatable. The greater variety SYSCO offers will allow the Snack Shack to offer more "lunch" type foods, and it could offer an "item of the day" as a lunch combo.
- 5) **IT REPORT** – Ivor Thomas reports that he has been doing a lot of bidding out and he believes he has a \$250 solution to our WiFi woes: a transmitter such as those used in RV Parks could be mounted over Mike's office and would help to boost the signal. The worst case scenario is that the school would need to purchase another repeater. It would be best to install it at the phone board located in Mike's office. If the signal is too weak it can be installed on the gable in front of Mike's office. Paul Inman states that he may be able to install it himself with a few additional pieces of hardware. Ivor was unable to find any really good solutions to the web filter issue. It will cost about \$1750. The server itself should cost about \$7700. Additional filtering equipment needed to protect the server should cost about \$750. He expects the server to go live around the target date of March 1, 2014.

6) **CBO REPORT** - Linda Hovey informed the board that the proposed California Budget has been released and it promises that deferrals are gone for good and there should be about a \$755 increase in funds per student. The PG&E issue remains a mystery but it does not look like CCCS will be receiving a windfall. She should have more information on this at the February board meeting. Mike Belcher contacted Eagle Security re: some type of CCTV security system and the costs appear prohibitive at this time – around \$6-7K. Eagle Security will be preparing a formal bid for the installation of panic buttons which should come in around \$1600. She is in the process of submitting the P1 attendance reports information through December and that will fund us through February. The P2 numbers from last year fund us, and this year's numbers are down. The P2 is generated in April and will take us to the next school year. She is very pleased that CCCS was in a position to make the December property payment before it was due. There are only 2.5 payments left before the note is paid in full. E current balance is \$84,048. The Teacher laptops have been ordered but they are on backorder. Student Council purchased lockers for the middle school as a special project.

7) **PUBLIC COMMENTS** – No public comments.

8) **ACTION ITEMS**

A. **TECHNOLOGY (FORMERLY ITEM 6F)**: A possible solution to our IT issues is to hire a short-term, part-time IT tech, and then interview candidates for a permanent position over the summer. Emily Mullins motioned that the board approve the hiring of Ryan Eichar as a part-time IT tech at \$15hr until the end of the school year. Rob Robertson seconded. Sheri Eichar abstained. **MOTION CARRIED.**

9) **The board recessed at 7:35 pm and Linda Hovey and Ivor Thomas excused themselves.**

10) **The Board reconvened at 7:38 pm.**

11) **ACTION ITEMS**

B. **APPROVAL OF THE 2014-2015 SCHOOL CALENDAR (FORMERLY ITEM 6A)** – Karen Crist motioned that the board approve the 2014-2015 school calendar as presented. Rob Robertson seconded. **MOTION CARRIED.**

C. **APPROVAL OF FUNDS TO PAY FOR STAFF CPR/FIRST AID CERTIFICATION (FORMERLY ITEM 6B)** – Sheri Eichar motioned to

approve up to \$500 for CCCS Staff to be CPR certified. Rob Robertson seconded. **MOTION CARRIED.**

D. REVIEW AND ACCEPTANCE OF THE 2012-2013 AUDIT REPORT

(FORMERLY ITEM 6C) The Audit report shows a substantial improvement over last year's report. No exceptions were reported. Emily Mullins, Melissa Dewell, and Linda Hovey deserve particular recognition for their efforts to correct and prevent exceptions. Rob Robertson motioned that the board accept the 2012-2013 Audit Report pending the correction of Kelli Thacker's term and Karen Crist's term. Paul Inman seconded. **MOTION CARRIED.**

E. REVIEW AND APPROVAL OF THE CCCS FISCAL POLICY (FORMERLY

ITEM 6D) - Karen Crist motioned that the board approve and adopt the CCCS Fiscal Policy as presented. Emily Mullins seconded. **MOTION CARRIED.**

F. APPROVAL OF REIMBURSEMENT FROM THE FUND RAISING ACCOUNT FOR THE MUSIC PROGRAM IN THE AMOUNT OF \$7750.

(FORMERLY ITEM 6E) – Sheri Eichar motioned that the board approve reimbursement from the fund raising account for the music program in the amount of \$7,750. Rob Robertson seconded. **MOTION CARRIED.**

12) INFORMATION AND DISCUSSION ITEMS

A. SPRING GENERAL MEMBERSHIP MEETING: The date has been changed to March 25, 2014.

B. CLASS SIZES FOR THE 2014-2015 SCHOOL YEAR – Tabled to the next meeting.

13) ADJOURNMENT – Rob Robertson, Board Chair, adjourned the meeting at 8:20 pm.