

Children's Community Charter School
Governing Board Regular Meeting Minutes
Monday, February 10, 2014

- 1) **CALL TO ORDER** – This Regular Meeting of the CCCS Governing Board was called to order by Board Chair Rob Robertson at 6:07 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. Sheri Eichar excused herself at 8:07 pm during closed session. A quorum was maintained. Guests in attendance: Linda Hovey - CCCS CBO, Ivor Thomas, Nancy Hardy, Carrie Krueger, Steve Hitchko, Naomi Parker, Mike Braaten, Sarah Clunie, Kelsey Allen and Brenda Sobon.
- 3) **APPROVAL OF CONSENT AGENDA** – Karen Crist motioned to approve the Consent Agenda with the removal of the Public Relations report for discussion, the removal of the IT report for discussion, and the movement of Agenda Item 7C to 7A, the first Action Item. Rob Robertson seconded. **AYES UNANIMOUS. MOTION CARRIED.**
- 4) **IT REPORT** – All equipment to upgrade the server has been received, but we are waiting on the license re-seller. The frequent WiFi outages have been caused by the old server becoming unresponsive. We can operate the new server for 180 days without the license. The problem is fixable. A small monitor installed near the server would be helpful. Ivor will continue to work on the issue. The WiFi equipment will be installed on the roof on 2-14, last Friday the weather was too inclement. He hopes to have virtualization complete by 2-16-14. Ivor advised that CCCS needs to develop a storage solution for licensed applications. Teacher laptops need drivers for dvd players. The IT help desk is now functioning.
- 5) **PR REPORT** – Paul Inman reports that he has been moving forward, trying to saturate the advertizing opportunities with ads on the PRPD sign running for two weeks. Local radio is his next target.
- 6) **OM REPORT** – A new report has been added and will hereafter appear on the consent agenda. Melissa Dewell would like all board members and staff members to check their office in-boxes on a regular basis, and to remove items

from them so that they don't get full. She is concerned because some important messages have been missed recently.

- 7) **CBO REPORT** - Linda Hovey informed the board that **she has been very busy**> She has started looking at the LCAP She has determined that no money is owed to the school by PG&E because of our solar credits. A third electric meter was discovered on campus. She is still going to meet with the solar rep to have everything explained. CCCS received a huge bill for the copy machine – a 26k copy overage for the quarter cost the school an extra \$480. She is trying to get a \$500 grant from Western Growers with Mrs. Clunie for a 5th grade project. She is also looking into an \$84k facilities grant but the requirements are very specific and the grants are awarded on a points basis. She has meet with the “relationship rep” from PG&E on ways to maximize fund available to us for energy saving services through Prop 39. CCCS may be receiving around \$50,349 in the next few weeks, and there is the possibility that the figure could be doubled. Mike Belcher should be singled out for praise as he has taken the initiative and obtained quotes and bids for many needed services that the funds could offset. Other needed items such as new windows and motion lights in the bathrooms were mentioned. CCCS will be unable to recoup funds already spent.

- 8) **PUBLIC COMMENTS** – No public comments.

9) **ACTION ITEMS**

A. **(FORMERLY ITEM 7C): APPROVAL TO OPEN CONTRACT**

NEGOTIATIONS WITH CCCSTA: CCCSTA is happy with their contract, but would like to propose a few changes. The negotiating team for CCCSTA is comprised of Nancy Hardy, Brenda Sobon and Kelsey Allen. Emily Mullins that the board approve the opening of contract negotiations with CCCSTA. Rob Robertson seconded. **AYES UNANIMOUS. MOTION CARRIED.**

B. **APPROVAL OF PROPOSED CHANGES TO THE CCCS PARENT**

COMMITMENT CONTRACT: Emily proposed the removal of the required 10 extra hours in exchange for signing up to work on at least one fund raising event. The Parent Coordinator would track compliance and also even out any lists if certain events were under volunteered. Rob Robertson motioned that the board approve the proposed changes. Paul Inman seconded. **AYES UNANIMOUS. MOTION CARRIED.**

C. APPROVAL OF PROPOSED CHANGES TO THE PARENT VOLUNTEER SIGN-UP PROCEDURE: Rather than meeting on a night the week before school starts, parents will be asked for their top three time-spot choices through the mail over the summer. The teachers will then formulate a parent volunteer schedule. Emily Mullins motioned that the board approve the proposed changes to the Parent Volunteer Sign-Up Procedure. Karen Crist seconded. **AYES UNANIMOUS. MOTION CARRIED.**

D. APPROVAL OF THE COMMON CORE SPENDING PLAN: Rob Robertson motioned that the board approve the Common Core Spending Plan as presented by Emily Mullins. Sheri Eichar seconded. **AYES UNANIMOUS. MOTION CARRIED.**

E. APPROVAL OF THE PROPOSED INSTALLATION OF PANIC BUTTONS FOR SCHOOL SECURITY: Linda Hovey, CBO, presented two bids from Eagle Security for the installation of panic buttons in the classrooms. A wireless and a hard wired option were presented. Funds would come from the 5800 category of our budget. Although there were remaining questions, Sheri Eichar motioned that the board approve \$3600 for the wireless option for the installation of panic button in specified areas. Rob Robertson seconded. **AYES UNANIMOUS. MOTION CARRIED.**

10) **DISCUSSION ITEMS**

A. CCCS SCHOOL SURVEY RESULTS: The results were very positive.

B. CLASS SIZES FOR THE 2014-2015 SCHOOL YEAR: Linda will prepare a report showing the financial impact of several scenarios vis a vis class size reduction.

C. STAFF DEVELOPMENT REIMBURSEMENT: Sheri will discuss with the teachers to see what they would like to see as a policy.

D. BOARD COMMUNICATIONS/BOXES/EMAIL: All board members need to check and clear their boxes in the office on a regular basis.

11) **CLOSED SESSION:** Closed session convened at 7:50 pm.

12) **OPEN SESSION RECONVENED 8:25 pm.**

13) **ACTION TAKEN IN CLOSED SESSION:** Action taken in closed session will be reported out at the opening of the next regular meeting of the CCCS Governing Board pursuant to California Government Code **§54957(1)(b)**

14) **ADJOURNMENT AT 8:28 pm.**