

Regular Meeting
Children's Community Charter School Governing Board
Monday, April 11, 2016 @ 4:30pm
Room 6

6830 Pentz Road
Paradise, California 95969
Telephone: (530) 877-2227
Fax: (530) 872-1396
Website: <http://paradisecccs.org>

MINUTES

- I. OPEN SESSION – 4:38pm.
- II. ROLL CALL – Beverly Gloyd, Max Barteau, Michelle Wysocki, Monica Nolan, Karen Crist, Emily Mullins, Niki Haun
 - A. Absent: Brenda Sobon, Shawna Howard
 - B. Guests: Linda Hovey, CBO; Laurie Gaines.
- III. CONSENT AGENDA
 - A. Approval of and/or additions/deletions to current agenda
 - i) Item VII, G Deleted (duplicate)
 - B. Approval of Warrants from March (Attached)
 - C. Approve Student Council Field Trip to Sacramento for CCSA Advocacy Day on 5/3/16
 - D. Approval of CJSF Officer Field Trip on Saturday, 4/16 to North Region Conference in Folsom
 - E. Board Reports (Attached)
 - F. **MOTION TO APPROVE CONSENT AGENDA:** Emily Mullins; Second: Niki Haun
 - i) Roll Call vote: Unanimous.
- IV. PRINCIPAL'S REPORT – Attached.
- V. CHIEF BUSINESS OFFICER'S REPORT
 - A. Business office is busy with budgeting/negotiation projections/purchasing.
 - B. Submitted renewal for CalNet3 – state funded program to get discounts on telephone service.
 - C. Working on "Charter School Facilities Incentive Grant". Points based system which – if awarded – can fund construction costs up to \$1,000 per student for up to three years. Grant app due in Sacramento on April 29, 2016.
 - D. Working on a revised loan agreement for Chromebooks due to bad experience with first loaner. May need board direction as to requiring deposit (goes against LCAP philosophy). Will bring revised doc back to future meeting.
 - E. FR – Flower bulb sales earned profit of \$392 not including any on-line sales.
 - F. New IT guy Mike has had some challenges but is doing a great job. Repaired a chrome book and a laptop.
- VI. PUBLIC COMMENT – None.
- VII. DISCUSSION/ACTION ITEMS
 - A. Discussion/Action: Creation of Special Programs position, review job description, salary range, etc.
 - i) Questions from teachers:

If you have any questions regarding this agenda, or if you need a special accommodation under the Americans with Disabilities Act in order to participate, please contact Karen Crist at least forty-eight (48) hours in advance of the meeting.

Emily Mullins, Site Administrator • Linda Hovey, Chief Business Officer • Brenda Sobon, Teacher's Representative


Karen Crist, Board Chair/Public Relations Coordinator • Shawna Howard, Student Programs Coordinator
Niki Haun, Parent Volunteer Coordinator • Beverly Gloyd, Treasurer/Fundraising Coordinator • Max Barteau, Secretary •
Monica Nolan & Michelle Wysocki, Community Members

Regular Meeting
Children's Community Charter School Governing Board
Monday, April 11, 2016 @ 4:30pm
Room 6

6830 Pentz Road
Paradise, California 95969
Telephone: (530) 877-2227
Fax: (530) 872-1396
Website: <http://paradisecccs.org>

- (1) Is a full time position necessary to create the LEA model? How much time is projected for the application process and creation of the model?
 - a. Yes. LEA application will be done next year. Butte County SELPA will get our application over the summer. Whole next year is designing program. Would like to supplement the services getting from PUSD.
 - b. Could EM do it? Yes, but can't do other administrative duties, so would have to hire an assistant principal. Also, not qualified.
2. What model is being used for creating our program? Have multiple models been considered?
 - a. Next year will entail looking at different models. Currently using all of the other charter LEAs applications. LG has also met with several of the directors at other charters. Achieve, Sherwood Montessori, Nord, Core Butte, and Chico Country Day.
3. What is the initial cost outlay, how will that be paid for (What, if anything, will lose funding?) and when can we expect to see a return on the investment?
 - a. Funded when officially own LEA; currently, PUSD gets funding. So, probably 17-18 fiscal school year. Budget will have to be worked out next year, too.
 - b. Salary of this position is the initial outlay. Bring them on next year. Nothing will lose funding.
4. Will this be a teacher position or a consultant type of position? If it's a teacher position, how many students will the position be working with since we'll still have PUSD resource/speech/etc. services? In what capacity will the position be directly working with students?
 - a. Administrative. Certificated management position. Person needs to have an educational background.
 - b. Don't know yet how many students this person will work with. Time will tell. On SELPA e-mail list.
 - c. Laurie Gaines: One of the things we envisioned, as get closer to the end of the year, start working with students near the end of the year ahead of the following year IEPs.
5. There has been mention, from several people, that if this is a teacher position that it should NOT have a stipend attached to the salary. Most of the teachers on our campus have come from other districts. In no other district that they're aware of does the special ed teacher get a stipend for using their special ed credential. It was noted that that would be akin to paying a stipend to a history teacher for using their history credential to teach history. Stipends for master's degrees, yes,

If you have any questions regarding this agenda, or if you need a special accommodation under the Americans with Disabilities Act in order to participate, please contact Karen Crist at least forty-eight (48) hours in advance of the meeting.


Emily Mullins, Site Administrator • Linda Hovey, Chief Business Officer • Brenda Sobon, Teacher's Representative

Karen Crist, Board Chair/Public Relations Coordinator • Shawna Howard, Student Programs Coordinator
Niki Haun, Parent Volunteer Coordinator • Beverly Gloyd, Treasurer/Fundraising Coordinator • Max Barteau, Secretary •
Monica Nolan & Michelle Wysocki, Community Members

Regular Meeting
Children's Community Charter School Governing Board
Monday, April 11, 2016 @ 4:30pm
Room 6

6830 Pentz Road
Paradise, California 95969
Telephone: (530) 877-2227
Fax: (530) 872-1396
Website: <http://paradisecccs.org>

but not for someone using their credential to teach in the subject area of the credential.

- a. This is not an issue because this is not being approved as a teacher position.
 - ii. Salary basis: \$61,600. Started with Step 12, Column 3 and added \$5,000 stipend to arrive at salary. LH noted that there are twenty more days a year and more work is involved than a teacher. Laurie has been doing this resource job for a year now. And they took a look at what other schools are doing.
 - iii. Karen also recounted meeting on Friday; emphasized the collaborative atmosphere among the charters and that we are following the path that others have followed. Emily noted that relationship with PUSD is also very positive and encouraging.
 - iv. Linda asked if the Board chooses to create this position, what is the process to fill this position? Emily noted that only one person currently on staff has the qualifications; as such, Max suggested that flying the position internally would not be an effective way to get a pool of qualified candidates. General consensus to fly the position externally immediately for 14 days.
 - v. **MOTION TO APPROVE CREATION OF POSITION:** Emily Mullins; Second: Michelle Wysocki.
 1. Voice vote: Unanimous.
- B. Discussion/Action: End of year trips for middle school grades, specifically funding
- i) Discussion only; no action taken.
- C. Discussion/Action: Approval of 8th grade end of year field trip.
- i) **MOTION TO APPROVE 8TH GRADE FIELD FROM GENERAL FUNDRAISING:** Emily Mullins; Second; Max Barteau.
 - (1) Voice vote: Unanimous.
- D. Discussion: Teacher and Parent appreciation week activities.
- i) Week of May 2nd.
 - ii) Posters for the doors, luncheon, goodies in the morning.
 - iii) Parent appreciation BBQ: Tuesday, May 31st, 5:30pm
 - iv) April 27th: Classified Appreciation Day.
- E. Discussion/Possible Action: Upgrades to Security System on Campus.
- i) Ongoing item. No issues in the last two to three months. General consensus to revisit when we have a master plan. No action taken.
- F. Discussion/Action: Approve installation of carpeting in Rooms 2 and 3 over the summer
- i) Emily reported that grades 2, 3, and 6 are the only rooms that have not had carpet been replaced, plus the admin building.
 - (1) **MOTION TO APPROVE CARPET IN ROOMS 2 AND 3 FOR AN AMOUNT NOT TO EXCEED \$6,000:** Max Barteau; Second: Karen Crist.
 - (a) Voice vote: Unanimous.

If you have any questions regarding this agenda, or if you need a special accommodation under the Americans with Disabilities Act in order to participate, please contact Karen Crist at least forty-eight (48) hours in advance of the meeting.

Emily Mullins, Site Administrator • Linda Hovey, Chief Business Officer • Brenda Sobon, Teacher's Representative


Karen Crist, Board Chair/Public Relations Coordinator • Shawna Howard, Student Programs Coordinator
Niki Haun, Parent Volunteer Coordinator • Beverly Gloyd, Treasurer/Fundraising Coordinator • Max Barteau, Secretary •
Monica Nolan & Michelle Wysocki, Community Members

Regular Meeting
Children's Community Charter School Governing Board
Monday, April 11, 2016 @ 4:30pm
Room 6

6830 Pentz Road
Paradise, California 95969
Telephone: (530) 877-2227
Fax: (530) 872-1396
Website: <http://paradisecccs.org>

-
- G. CBO Contract Renewal / CBO retirement and strategies for succession
 - i) Linda plans to retire after completing the 2016/17 fiscal year and subsequent audit (December 2017/January 2018).
 - ii) No action taken; contract renewal for May meeting.
 - H. Discussion/ Action: Lunch program for next year
 - i) Sarah Currah coordinates the program, but she won't be at the school next year.
 - ii) No action taken; Linda will bring the matter back next month.
 - I. Standing Discussion Item: Discuss redesigning educational and intervention programs.
 - i) Emily is really impressed with Megan. She is moving heavily to being a data-driven school, which is sometimes difficult, but essential. Currently working with a few students one on one (two or three intervention). Just began a writing intervention this week.
 - ii) Brenda reported that Megan is doing a great job.
 - J. CLOSED SESSION: PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957.6:
CONFERENCE WITH LABOR NEGOTIATORS – 6:45pm
 - K. Reconvene Open Session – 7:56pm
 - L. Announcement of Action Taken in Closed Session
 - i) No action taken.
- VIII. FUTURE BOARD ITEMS
- IX. ADJOURNMENT
- A. 8:00pm

If you have any questions regarding this agenda, or if you need a special accommodation under the Americans with Disabilities Act in order to participate, please contact Karen Crist at least forty-eight (48) hours in advance of the meeting.


Emily Mullins, Site Administrator • Linda Hovey, Chief Business Officer • Brenda Sobon, Teacher's Representative

Karen Crist, Board Chair/Public Relations Coordinator • Shawna Howard, Student Programs Coordinator
Niki Haun, Parent Volunteer Coordinator • Beverly Gloyd, Treasurer/Fundraising Coordinator • Max Barteau, Secretary •
Monica Nolan & Michelle Wysocki, Community Members

CCCS FUNDRAISING
Warrants Paid- Tri Counties Fundraising Account
March 2016

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Class</u>	<u>Memo/Description</u>	<u>Amount</u>	<u>Balance</u>
03/04/2016	Check	10179	Mountain Mike's Pizza	Shady Creek	Pizza Friday 3/4/16	105.00	105.00
03/11/2016	Check	10182	Mountain Mike's Pizza	Shady Creek	Pizza Friday 3/11/16	105.00	210.00
03/16/2016	Check	10184	Beverly Gloyd	General Fundraising	Reimbursement for Box Tops fundraiser supplies	81.73	291.73
03/16/2016	Check	10185	Kacee Meldrum	Golf Fundraiser	Reimbursement of Golf Tournament raffle prize	526.74	818.47
03/16/2016	Check	10187	Tessa Vasquez	Jog-a-Thon	Reimbursement of Jog a Thon prizes (Tessa donated partial amount of prize)	250.00	1,068.47
03/18/2016	Check	10188	Mountain Mike's Pizza	Shady Creek	Pizza Friday 3/18/16	125.00	1,193.47
03/25/2016	Check	10190	Mountain Mike's Pizza	Shady Creek	Pizza Friday 3/25/16	125.00	1,318.47
03/28/2016	Check	10191	Dutch Mill Bulbs	General Fundraising	Flower bulb sales	384.16	1,702.63
						\$ 1,702.63	
03/16/2016	Check	10186	Red Wagon	5th Grade Fundraising	Sewing project for 5th grade	90.00	90.00
03/20/2016	Check	debit	Intuit	General Fundraising	QuickBooks charge	39.95	129.95
						\$ 129.95	
03/02/2016	Bill	16-0251	Sutter County Schools Office	Shady Creek	Shady Creek Final Billing	2,900.00	2,900.00
03/08/2016	Check	10180	CSRMF	4th Grade Fundraising	4th grade trip to CA Railroad Museum	150.00	3,050.00
03/08/2016	Check	10181	Bidwell Mansion	3rd Grade Fundraising	3rd grade trip to Bidwell Mansion	50.00	3,100.00
03/23/2016	Check	10189	Gold Nugget Museum	Kinder- Fundraising	Kinder parade fee	25.00	3,125.00
						\$ 3,125.00	
						\$ 4,957.58	
						-\$ 4,957.58	

Friday, Apr 08, 2016 03:27:02 PM PDT GMT-7

CCCS Fundraising Transaction Report March 2016

Date	Type	Memo/Description	Amount	Balance
03/02/2016	Deposit	Pizza Friday 2/26/16	173.90	173.90
03/02/2016	Deposit	Pizza sales	32.00	205.90
03/02/2016	Deposit	Yearbook pictures 2/26/16	103.00	308.90
03/02/2016	Deposit	Yearbook 2/26/16	115.00	423.90
03/11/2016	Deposit	Donation to 5th Grade field trip	39.00	462.90
03/11/2016	Deposit	Pizza Friday 3/11/16	143.00	605.90
03/11/2016	Deposit	Pizza Friday 3/4/16	151.00	756.90
03/18/2016	Deposit	Pizza Friday 3/18/2016	175.15	932.05
03/28/2016	Deposit	Yearbook pics	55.00	987.05
03/28/2016	Deposit	Donation from Cal Skate fundraiser	102.40	1,089.45
03/28/2016	Deposit	Yearbook- ice cream (Baskin Robbins)	110.00	1,199.45
03/28/2016	Deposit	PGE donation- Gloyd	110.40	1,309.85
03/28/2016	Deposit	Yearbook ads	175.00	1,484.85
03/28/2016	Deposit	PGE donation- Gloyd	266.88	1,751.73
03/28/2016	Deposit	PGE donation - Parslow (to be transferred to CCCS account for Snack Shack)	289.80	2,041.53
03/28/2016	Deposit	PGE donation Meldrum	300.00	2,341.53
03/28/2016	Deposit	Yearbook- dance pics	18.00	2,359.53
03/28/2016	Deposit	Yearbook ads	315.00	2,674.53
			\$ 2,674.53	
			\$ 2,674.53	

Friday, Apr 08, 2016 03:23:04 PM PDT GMT-7 - Accrual Basis

Children's Community Charter School
Warrants Paid-NCNB Operations Account
 March 2016

Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
03/01/2016	Bill Payment (Check)	11807	Green Paradise Deli Cafe	Lunch	-497.00	-497.00
03/01/2016	Bill Payment (Check)	11810	California's Valued Trust		-15,977.69	-16,474.69
03/01/2016	Bill Payment (Check)	11809	Pacific Gas & Electric		-1,294.72	-17,769.41
03/01/2016	Bill Payment (Check)	11808	Thrifty Rooter	Maintenance	-114.00	-17,883.41
03/01/2016	Bill Payment (Check)	11811	Comcast		-241.05	-18,124.46
03/01/2016	Bill Payment (Check)	11812	Mountain Mikes Pizza	Lunch	-1,764.50	-19,888.96
03/01/2016	Bill Payment (Check)	11814	ProSight Insurance		-2,110.50	-21,999.46
03/01/2016	Bill Payment (Check)	11815	Office Depot	supplies	-202.20	-22,201.66
03/01/2016	Bill Payment (Check)	11813	Beyond Fitness		-40.83	-22,242.49
03/01/2016	Bill Payment (Check)	11817	Standard Insurance		-231.01	-22,473.50
03/01/2016	Bill Payment (Check)	11816	Solar City		-302.75	-22,776.25
03/01/2016	Bill Payment (Check)	11819	CTA-Teachers		-994.80	-23,771.05
03/01/2016	Bill Payment (Check)	11818	School Specialty	Tables & stools for Kinder	-1,093.41	-24,864.46
03/01/2016	Bill Payment (Check)	11820	Mt. Shasta Spring Water		-26.35	-24,890.81
03/01/2016	Bill Payment (Check)	11821	Paradise Irrigation District		-185.36	-25,076.17
03/01/2016	Bill Payment (Check)	11822	CCCSTA		-180.00	-25,256.17
03/02/2016	Bill Payment (Check)	11823	Fuller's Paradise Florist	Music Performance	-65.75	-25,321.92
03/02/2016	Bill Payment (Check)	11824	Sysco	Snack Shack	-883.25	-26,205.17
03/02/2016	Bill Payment (Check)	11825	ASCD	Professional Dues	-89.00	-26,294.17
03/02/2016	Check	11826	Stephen Gookin	Final Pay	-7.62	-26,301.79
03/04/2016	Check	11827	'Ohana Health	Staff appreciation	-240.00	-26,541.79
03/11/2016	Bill Payment (Check)	11828	Thomas Ace Hardware	Maintenance supplies	-345.43	-26,887.22
03/11/2016	Bill Payment (Check)	11829	Susan Lefkowitz	Consulting	-227.50	-27,114.72
03/11/2016	Bill Payment (Check)	11836	Steven J. Rudy	Consulting	-600.00	-27,714.72
03/11/2016	Bill Payment (Check)	11835	Clark Pest Control	Pest Control	-125.00	-27,839.72
03/11/2016	Bill Payment (Check)	11834	US Bank	Copier Lease	-799.12	-28,638.84
03/11/2016	Bill Payment (Check)	11833	AT&T 877-2227		-69.66	-28,708.50
03/11/2016	Bill Payment (Check)	11832	AT&T 877-5334		-20.97	-28,729.47
03/11/2016	Bill Payment (Check)	11831	Mendes Supply Company	Janitorial Supplies	-6.93	-28,736.40
03/11/2016	Bill Payment (Check)	11830	Northern Recycling	Waste	-147.91	-28,884.31
03/11/2016	Bill Payment (Check)	11672	Innovation	B TSA	-3,800.00	-32,684.31
03/16/2016	Bill Payment (Check)	11837	Lori Gaines		-100.00	-32,784.31

03/16/2016	Bill Payment (Check)	11839	Meehos Restaurant	Lunch	-571.25	-33,355.56
03/16/2016	Bill Payment (Check)	11838	Tori Kozlowski	Reimbursement	-25.00	-33,380.56
03/16/2016	Bill Payment (Check)	11840	Office Depot	57467746	-786.18	-34,166.74
03/18/2016	Bill Payment (Check)	11841	Placer County SELPA	Development	-180.00	-34,346.74
03/21/2016	Bill Payment (Check)	11842	Paradise Screen Print	Basketball uniforms	-614.52	-34,961.26
03/21/2016	Bill Payment (Check)	11843	Megan Neely	Reimbursement	-97.24	-35,058.50

Friday, Apr 08, 2016 03:12:14 PM PDT GMT-7 - Accrual Basis

Children's Community Charter School
Warrants Paid- Tri Counties Operations Account
March 2016

Date	Type	Num	Name	Memo/Description	Amount	Balance
03/03/2016	Check	TriCo debit	Spiteri's Deli	Lunch for staff "back to school" meeting	-137.25	-137.25
03/08/2016	Check	TriCo debit	Cash & Carry	snack shack	-20.56	-157.81
03/08/2016	Check	TriCo debit	Costco	snack shack	-89.56	-247.37
03/08/2016	Check	TriCo debit	Curriculum Associates	Intervention curriculum	-318.70	-566.07
03/08/2016	Check	TriCo debit	Amazon.com	Garment rack for drama	-86.97	-653.04
03/14/2016	Check	TriCo debit	Safeway	Board meeting	-46.69	-699.73
03/14/2016	Check	TriCo debit	Postal Plus	student files	-9.25	-708.98
03/14/2016	Check	TriCo debit	Shiffler	Door "Hold-open" for 2nd grade	-64.04	-773.02
03/14/2016	Check	TriCo debit	New Management Inc	3 Loc Blocs for classrooms doors	-43.48	-816.50
03/17/2016	Check	TriCo debit	Costco	vacuum, light bulbs, gift cards	-464.98	-1,281.48
03/17/2016	Check	TriCo debit	5th Street Steakhouse	Employee award	-105.95	-1,387.43
03/21/2016	Check	Auto Withdrawal	Squarespace	website hosting fee	-20.00	-1,407.43
03/21/2016	Check	TriCo debit	Costco	snack shack, Intervention snack	-192.71	-1,600.14
03/21/2016	Check	TriCo debit	Winco Foods	Snack Shack, Intervention snack	-29.56	-1,629.70
03/23/2016	Check	TriCo debit	Touchboards	Replacement Smartboard projector for 5th grade	-393.82	-2,023.52
03/28/2016	Check	TCB-debit	Intuit	QB-PAYROLL Online fee	-39.95	-2,063.47

Friday, Apr 08, 2016 03:10:56 PM PDT GMT-7 - Accrual Basis

Children's Community Charter School
Warrants Paid-Leadership (Student Council) Account
March 2016

Date	Type	Num	Name	Memo/Description	Amount	Balance
03/01/2016	Check	1057	Melissa Dewell	Voided - Reimbursement for carnations	0.00	0.00
03/02/2016	Check	1058	Fuller's Paradise Florist	Carnations	-40.50	-40.50
03/17/2016	Check	1059	Pile It High	Fundraiser	-369.00	-409.50



Field Trip Request Form

Teacher in Charge: Emily Mullins Grade Level(s): 6-8 Student Council

Teacher contact number: (530) 321-5022

Destination (include all stops): California State Capitol in Sacramento, CA

Please describe the educational objectives of this field trip experience and include the grade level content standards that align.

Participation in the Student Symposium at the California Charter Schools Association (CCSA) Advocacy Day

Date of Field Trip: Tuesday, May 3, 2016

Time of Departure: 6:45 a.m. Time of Return: 4:30 p.m.

Estimated number of: students 11 teachers other adults 2

Total cost of trip: Free Funds needed by: N/A (date)

How will this be funded?:

Board approval needed: Yes No Board Meeting Date: 3/14/16

Board approval needed in the following cases:

- Trip is outside of Butte County
- Cost of trip exceeds the amount of money in classroom account
- Trip is not tied to the content standards of the grade level

Approved: Emily Mullins Date: 3/2/16
Principal

CCCS Governing Board Reports **April 11, 2016 Regular Meeting**

Board Chair and Public Relations Coordinator - Karen Crist: This has been a crazy busy month between negotiations, planning for our special Ed Program, planning for the principal's annual evaluation, preparing for the development of a campus master plan - let's just say there is always a lot going on with the school. Last Friday's meeting with the other Butte County charters who are their own LEA for Special Ed was fantastic, educational, and validating. We are fortunate to be part of such a supportive and inclusive charter community.

Student Programs Coordinator - Shawna Howard:

Fundraising Coordinator - Beverly Gloyd

I sent home a plea to parents Friday to volunteer for the Book Fair as we only have a few so far. Also, I'm waiting to find out if we can get our books delivered on Thursday as last year they came too late on Friday when we didn't have volunteers or staffing.

Final note, I agree with Max that we not only need to find committed and involved parents for the Board, but also at school in general.

Parent Coordinator - Niki Haun

Teachers' Representative - Brenda Sobon

A lovely variety of reports this month: second graders learned about rocks at Shasta Caverns, third and fifth graders are planning a STEAM themed business day, seventh graders are reading (and understanding, for the most part) original Shakespeare, eighth graders have toured high schools and chosen their classes, and the SBAC is around the corner.

Technology has been a concern both because we use a lot of technology in the processes and lessons of our teaching and because of the SBAC. Several printers down (though I hear the possibility of new printers in the works), David Eubanks is experiencing extremely diminished wifi in the science lab which causes him to have to seek classrooms of teachers on their prep period to use to have students work on projects and research, key websites are blocked - such as accessmystudent.com which is the student portal for aeries. While these are frustrating inconveniences, the tech issues have raised some trepidation about the high stakes testing and results. Coordination of services has been a bit tricky as of late. Who, what, and when has been difficult in middle school. But Megan Neely has been wonderfully flexible and patient with us and the process. Additionally, she was asked on Thursday evening to

coordinate separate testing situations for the SBAC, moved with lightning speed and had it all figured out by noon, Friday.

Emily's absence has been felt, especially in situations that have required one point person to solve an issue with many moving parts but Sheri Eichar and Steve Hitchko have been absolutely indispensable! Neither has hesitated to serve the students and teachers in every possible way. Sheri and Steve are the quiet solvers of all problems. Steve has handled student issues like a rock climber on a cliff of a learning curve! He is out at every break, though he is only assigned to serve duty once a week. He spends his lunches dealing with every aspect of the middle school discipline system to ensure it runs smoothly. His returning to school has benefitted our school greatly.

Sheri has assigned point people to the previously mentioned difficult to manage situations, propped up sagging teachers, mediated issues between teachers and between parents. Saint Sheri has been kind, patient and very, very wise.

Secretary - Max Barteau

In this, my first year on this particular Board, I now appreciate more fully the time required for people to serve in any capacity other than as an employee and parent. For years, I was a willing and even enthusiastic giver of my time and was frankly unsympathetic to those who did not. The latter trait remains unchanged: I still believe that those who give nothing back should expect to get exactly what they put in. This school needs so much more involvement if it is to survive, perchance to thrive, but I would like to ask the teachers if they would put forward two to four names of people who might be willing and able to effectively serve on the Board.

Office Manager - Melissa Dewell

Maintenance - Mike Belcher

Technology

April Principal Board Report

I have been thoroughly enjoying my time at home with my baby, although I have been keeping up to date with school and putting in some work from home. I am happy to report that things appear to be running relatively smoothly in my absence with a few exceptions. I would like to express my gratitude to Melissa Dewell for taking on many of my duties and keeping the office running like a well-oiled machine in my absence, and to Sheri Eichar and Steve Hitchko for handling everything else! I will be returning to work on April 22nd. I will be working on campus on Mondays, Tuesdays, and Fridays, and from home on Wednesdays and Thursdays through the end of the year.

Naomi Furst and Jamie Gordon will be job sharing in 1st grade next year. The open 4th grade position was flown internally and no teachers expressed interest in moving. The position was posted on EdJoin and we have some very promising candidates, including two who have taken the time to come and tour the school. Interviews will be conducted on April 22nd and April 25th and we hope to have a decision made by the end of the month.

Our annual charter oversight by PUSD is currently in progress. Susan Davis will be visiting CCCS on Friday, April 22nd to speak with Karen and I and to tour the classrooms. I met with Mary Ficcardi, Director of Special Programs, last Friday to discuss our compliance in additional areas. It was a very positive meeting and we are in compliance with everything. Linda will meet with David McCready to discuss fiscal compliance. Mr. Mike met with the PUSD Director of Maintenance last month and we were in compliance with all areas there, although he did recommend that we replace the carpets in 2nd and 6th as there were some tripping hazards.

SBAC Testing is upon us. 5th-8th grade will be testing from 4/11-4/22 and 3rd & 4th will be testing from 4/25-5/6. 5th and 8th grade students will be taking the CST Science test the week of 5/2-5/6 and the 5th & 7th grade students will be doing Physical Fitness Testing the week of 5/9-5/13.

Open House is on Thursday, April 28th from 5:30-6:30. We will also have our Paradise Chamber of Commerce Ribbon Cutting at 5:30. All board members are encouraged to attend.

CCCS Governing Board elections will be held the week of 5/2-5/5. Ballots will be counted on Friday, May 6th, with results being sent via email as well as posted on the website and Facebook page.



POSITION TITLE: COORDINATOR OF SPECIAL PROGRAMS

Classification: Certificated Management

Work Year: 200 days

Reports To: Principal/ Superintendent

Board Approval: 4/11/16_____

Salary: \$61, 600 annually

BASIC FUNCTION:

Under the direction of the Principal, coordinates the development, implementation and oversight of special programs primarily for, but not limited to, resource and special education students.

Create CCCS's LEA application and facilitate all phases of LEA approval process through Butte County (or other) SELPA. Coordinate with outside agencies and establish relationships that will benefit our SPED program in 2017, and beyond.

Design Special Education Programs to prepare for change in delivery of services. Research and obtain vendors to provide services not offered in house; scheduling and management of caseload; curriculum review, etc.

REPRESENTATIVE DUTIES:

- Coordinates the development and implementation of special programs, evaluates education plans, and confers with principal, teachers and resource staff.
- Assists in the formulation of district policy and procedures for special education/ special programs necessitated by state and federal laws *and* Title V guidelines as they relate to individuals with exceptional needs. Orients general and special education program staff regarding these policies and procedures.
- Submits reports and recommendations to the administration on policy, curriculum, and legally required data. Responsible for maintaining compliance of district special programs with state and federal laws.
- Assists the Principal and Business Manager in planning budget requirements for special education/ special programs and the approval of appropriate expenditures.
- Assists in the ongoing development and evaluation of the special curriculum and ensures access to core curriculum materials for special program teachers at the school site. Coordinates curricular resources and makes them available to staff.
- Develops, implements, and evaluates in-service training programs for certificated and classified staff, both general and special education. Coach teachers where/when appropriate and offer trainings dealing on working with students with special needs.
- Assists special education personnel in developing instructional objectives and techniques for implementing IEPs for individuals with exceptional needs.
- Provide support to teachers and administration before, during, and after the SST process by collecting data, suggesting supports and accommodations. Assist in the analysis of intervention data; provide support to intervention lead teacher when needed (including working with small groups of students and or one on one).
- Assist teachers in the development of Behavior Support Plans for students with behavior challenges (in conjunction with School Psychologist, when necessary.) Observe focus students in their classroom setting and provide feedback to teachers on appropriate accommodations and offer suggestions for support.
- Assists in the delivery of support services to individuals with exceptional needs and following up with teachers to ensure that action plans are successfully implemented in the classroom.
- Monitors the special education services of identified students who are included in the general education classroom, and consults with assigned case managers. May work with identified students to supplement services provided by PUSD.

6830 Pentz Road Paradise, CA 95969 (530) 877-2227 (530) 872- 1396 fax

- Assists parents in participating in the special education/ special programs process including but not limited to identification of child's needs, IEP development and resolution of disputes.
- Under the guidance of the Principal/Superintendent, participates as a member of the Individualized Education Program (IEP) team in the identification of individuals with exceptional needs, as appropriate.
- Assists the Principal/Superintendent with the implementation of student placements, possibly including programs operated by districts, the county office of education, non-public school placements, state schools, etc. Seek out opportunities, services, etc. for qualifying students.
- Monitors special education/ special program caseloads and class sizes.
- Plans and coordinates observations for visitors to Special Programs.
- Assists as liaison to district office, district leadership team, SELPA, community agencies, state and county schools and services, California Department of Education/Special Education Division and parent and professional groups in interpretation of district special programs.
- Participates in due process hearings, complaint and compliance investigations and district self-review of compliance.
- Makes presentations to professional organizations and groups as requested.
- Assists in the development of low incidence requests.
- Assist other CCCS staff in providing services to our GATE students; as well any other special programs.
- Active involvement in all PLC meetings, staff meetings, etc.
- Work collaboratively and cohesively with Resource unit to provide the best services for students.
- Performs other duties as assigned.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

Valid California Mild/Mod and/or Mod/Severe Credential.

Valid California Teaching Credential.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Special education law, SELPA Local Plan, and Title V regulations.

Special education eligibility criteria, assessment, and prescriptive techniques, matching learning needs to learning modalities; Basic Needs of students with exceptional needs.

Regular education curriculum and programs.

Special education curriculum, specialized equipment, and other available resources. Interpersonal communication skills and organization skills.

Conflict resolution, mediation strategies.

ABILITY TO:

Provide in-service training activities for professionals and parents.

Exercise tact, patience, courtesy, and good judgment in dealing with students, parents and staff. Maintain security and confidentiality of specified records and information.

Establish and Maintain accurate records and files.

Establish and maintain effective work relationships with those contacted in the performance of required duties.

EDUCATION AND EXPERIENCE:

Five (5) years of teaching experience in the area of Special Education preferred (Special Education teacher, RSP, Psychologist or similar).

Three (3) to five (5) years increasingly responsible management experience preferred.

A Master's degree in education from an accredited university or college is preferred.

6830 Pentz Road Paradise, CA 95969 (530) 877-2227 (530) 872-1396 fax

WORKING CONDITIONS:

ENVIRONMENT:

General office environment.

PHYSICAL ABILITIES:

Light physical effort.

Normally located in a work environment with light physical qualifications and requirements . Ability to lift 25 lbs. maximum or carry any object weighing up to 15 lbs.

6830 Pentz Road Paradise, CA 95969 (530) 877-2227 (530) 872-1396 fax