



JCS Governing Board Meeting

Minutes

Friday, March 10, 2017

539 Encinitas Blvd

Encinitas, CA 92024

Telephone: 760-632-4989

8:30 a.m. Open Session

12:00 p.m. Closed Session

Via Teleconference

Brian Duffy

Calling From:

1704 Cape Horn Drive, Julian, 92036

Julian Charter School • P. O. Box 2470 • 1704 Cape Horn • Julian, CA 92036-2470

Board Members:

Roxanne Huebscher, Member (Parent); Judy Bufford, Member (Parent); Suzanne Schumacher, President (Parent); Kevin Ogden, Secretary, (Community Member); Barbara Kingsbury, Treasurer (Community Member); Brian Duffy, Member (District Representative,); Dr. Coral Bergman, Member (Community Member)

Guests:

Agenda Topics

1. Call to Order

2. Approval of Agenda

3. Approval of February 3rd Workshop Minutes

4. Comments from Members of the Public Concerning Items Not on the Agenda

5. Board Member Announcements

6. Board Training

1. *Review of Board Job Description/Carpenter's book, Charter School Board University, chapter 5 and 6*
First Things First; The Starting Line for Your Board

7. Consent Agenda

Consent Agenda

1. Approval of Warrants from 11.30.16-2.22.17
2. Ratification of New Hires, Terminations, and Resignations
3. Policies : Solicitation and Distribution; Fingerprinting and Background Checks; Facilities Use Policy; Wellness and Nutrition; Notification to District of Residence/Expulsion and Withdrawal; Joint Venture Policy

8. Executive Director's Report

1. Facilities Update—Update on the condition of facilities
2. Academy Update—embedded in Board packet
3. Student Numbers Update—Copy in Board packet; below yearly projections
4. School Goals 2016-2017—general overview in Board packet

5. Prop 39 Facilities Update—approval of RFP, if available
6. Board Member Search Update—Searching for a new San Diego parent Board member
7. Waiver Update—Executive Director will attend SBE’s March meeting; however, our waiver will not be heard until May’s meeting
8. SARC—Review of the 2015-2016 SARC posted on the JCS Website as of Feb. 1, 2017
9. 2016-2017 Updated Organizational Chart—The new Org. Chart shows the relationship with the new Director of Business Services and direct reports

9. CBO Report

1. Second Interim Report
2. 2016-2017 Budget

10. Special Education Report

1. Current Numbers and Services Being Provided

11. The Board of Directors will discuss or take action on the following items

- 1. Second Interim Report**
Approval of this item will show a positive fiscal certification to the district and County Office.
- 2. Williams Uniform Complaints Quarterly Report**
The board is asked to review and approve the quarterly report per the Uniform Complaint Procedure
- 3. 2017-2018 School Calendar (final) 3rd reading**
Approval of this item will finalize the 2017-2018 School Calendar
- 4. Form 700 Submittal for Board of Directors and Executive Team**
Reminder that the Board of Directors and the Executive Team now have to fill out the Form 700 since we are complying with Conflict of Interest Codes through the County of San Diego.
- 5. Approval of Resolution 3.10.17.1 Listing Agents Authorized to Pick Up Warrants**
Approval of this item will allow Jennifer Cauzza, Ray Barton, or Cam Lay to pick up warrants from the SDCOE
- 6. Approval of Resolution 3.10.17.2 Authorizing JCS Agent to Sign Commercial Warrants**
Approval of this item will allow Jennifer Cauzza to sign Commercial Warrants on behalf of the school
- 7. Approval of Resolution 3.10.17.3 Authorizing SDCOE to Release Held Warrants to Employees**
Approval of this item will allow the SDCOE to release held warrants to employees
- 8. Discussion and Approval to work on Charter #2—JCS K-8 Academy; Charter #3 JCS K-8 Home Study; Revisions to Charter #1 Julian Charter School**
Approval of this item will allow the Executive Director to move forward with submitting the updated version of the Julian Charter School charter for consideration by the JUSD prior to June 30,2017 expiration, as well as petition for a second and third charter to move towards compliance of the new interpretation of the Resource Center law in our sponsoring district’s county.
- 9. Discussion of the Draft Memorandum of Understanding for JCS and JUSD for 2016-2021**
The board will discuss the content of this item will direct the Executive Director to move forward with working collaboratively with JUSD for consideration and approval prior to June 30, 2017.
- 10. Approval of LCAP goals and progress**
This item updates the Board on our annual LCAP goals and our progress towards completion. Included in this item are the results of our parent LCAP survey.
- 11. Discussion of proposed new Employee Calendars for the 2017-2018 School Year 1st Reading**
Review of new Calendars for classified and certificated staff reflecting additional paid holidays in lieu of vacation time.
- 12. Discussion of Independent Study Policy, Master Agreement, and Acknowledgement form Revisions—1st Reading**
Revision of the Independent Study Policy to reflect new legal updates. This is a first reading and currently being reviewed by our legal team for any inaccuracies.

13. Approval of Credit Card Policy Revision-2nd Reading

Discussion and approval of a monthly credit limit for the Executive Director to use on the school credit card for school related purchases.

14. Approval of Final 2015-2016 Final Audit Letter

Approval of the Final Audit letter submitted by SquarMilner, our new auditor

15. Approval of Executive Director Evaluation Process Policy 1st Reading

Approval of this item will update the current evaluation process for the Executive Director

16. Approval of 990 Tax Return for Julian Charter School

Approval of this item will allow the school to file its 990 for the 2015-2016 school tax year

17. Approval of 990 Tax Return for SDORI

Approval of this item will allow SDORI to file its 990 for the 2015-2016 school tax year

12. Closed Session

- 1. Executive Director’s Evaluation (Self-Reflection and Goals Review)
- 2. Possible Litigation

Public Employee Discipline/Dismissal/Release as per Govt. Code 54957

13. Items for Next Agenda Meeting

- 1. Approval of 2017-2018 Budget
- 2. Executive Director’s Evaluation (Formal)
- 3. Policy updates
- 4. Salary considerations for 2017-2018
- 5. Arbitrage Management Group
- 6. RFP for Prop 39 work

Members of the public who would like to review materials pertaining to the agenda prior to the meeting may do so by requesting a packet from the Executive Director.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the School’s governing board, please contact the Director at 760-765-3847. Notification 72 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accommodations and accessibility to this meeting. Upon request, the School shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

Next Meeting

Next Meeting: Friday, June 9 2017, 8:30 a.m.

Location: San Diego Academies