|  |  |
| --- | --- |
| **JCS_Color_name** | **JCS Governing Board Meeting**  **Friday, December 06, 2013**  *Orange Public Library*  *407 E. Chapman Ave*  *Orange, CA 92866*  *Telephone: 714-288-2400*  **10:00 a.m. Open Session**  **12:00 p.m. Closed Session** |
| Julian Charter School 🞟 P. O. Box 2470 🞟 1704 Cape Horn 🞟 Julian, CA 92036-2470 | |
| Board Members: | Roxanne Huebscher, President (Riverside Parent); Kathleen Hedrick, Treasurer (Orange County Parent); Suzanne Schumacher, Secretary (San Diego Parent); Kevin Ogden, Member (JUSD Superintendent): Teresa Saueressig, Community Member at Large  Guests: Jennifer Cauzza, Executive Director; Chad Leptich, CBO; Barbara Kinsgbury, Payroll Consultant; Melanie Marks, Director of Education; Wendy Parcel, Assistant Director of Home Study; Ellen Ludwig, Site Coordinator ICE; Sheila Anderson, Teacher, ICE; Betsy Balcoa, Teacher, ICE; Kevin Girod, Teacher, ICE; Cari Griesbach, Site Coordinator, PLC; Elise Groot,; Nancy Porter, EF, OC; Melissa Khazanedar; Melody Cullum, Melanie Cazin, Dorothy Chew. |
|  | |
| **Agenda Topics** | |
| **1. Call to Order** *Mrs. Huebscher called the meeting to order at 10:13 a.m.* | |

|  |
| --- |
| **2. Approval of Agenda** *Ms. Saueressig moved to approve the agenda. Ms. Huebscher seconded motion carried 5/0* |

|  |
| --- |
| **3. Approval of September 13, 2013 Meeting Minutes** *Ms. Hedrick moved to approve the minutes from the September 13th board meeting. Ms. Saueressig seconded. Motion carried 5/0* |

|  |
| --- |
| **4. Comments from Members of the Public Concerning Items Not on the Agenda** *None* |

|  |
| --- |
| **5. Comments from Members of the Board Concerning Items Not on the Agenda** *None* |

|  |
| --- |
| **6. Board Training** *Ms. Cauzza distributed the Strategic Planning progressed provided by the Strategic Planning lead, Durana Azizi.* |
| 1. *The Five Most Important Questions You Will Ever Ask About Your Organization* |
| **7. Consent Agenda** *Ms. Hedrick approved the consent agenda. Mr. Ogden seconded. Motion carried 5/0* |
| **Consent Agenda**   1. Approval of Warrants from August 23, 2013 – November 7, 2013 2. Ratification of New Hires, Terminations, and Resignations |

|  |
| --- |
| **8.** **Executive Director’s Report** *Ms. Cauzza gave a detailed updated on the following topics. The board gave Ms. Cauzza the directive to move forward with the purchase of the Murrieta Complex and to purchase Chromebooks for the new Smarter Balanced testing for spring 2014 testing. The board would like to receive the link regarding the Commom Core standards.* |
| 1. Facilities Update 2. Academy Update 3. Student Numbers Update 4. School Goals 2013-2014 5. STAR API Report |

|  |
| --- |
| **9. CBO Report** *Mr. Leptich gave a report on the budget for 13-14 and our current progress. He also shared that the 2012-13 Audit came back with no exceptions.* |
| 1. First Interim Report 2. 2013-2014 Budget 3. 2012-2013 Audit |
| **10. Special Education Report** *Ms. Cauzza gave an update on the status of the Special Education program in JCS.* |
| 1. Current Numbers and Services Being Provided |
| **11. The Board of Directors will discuss or take action on the following items** |
| 1. First Interim Report   *Mr. Ogden moved to approve the First Interim report as submitted. Ms. Saueressig seconded. Motion carried 5/0*   1. Williams Uniform Complaints Quarterly Report   *Ms. Hedrick moved to approve the Williams Uniform Complaints Quarterly Report with no complaints noted. Ms. Saueressig seconded the motion. Motion carried 5/0.*   1. Consideration of Procedures for Educational Materials   *The board gave the directive to start on a policy and procedure for guidelines for purchasing materials with religious content and the guiding principles for making decisions. Since this was a first reading policy—there was no action.*   1. Consideration of a Work Visa for a Current JCS Employee   *After much discussion, the item was tabled for the January meeting. There was a question if spending public dollars on a Visa for an employee could be considered a Gift of Public Funds. The Board directed the Executive Director to check with the school’s attorney.*   1. Discussion of 2014-2015 School Calendar   *In discussing the 2014-2015 School Calendar, the board decided to move Spring Break to the first full week of April. Ms. Cauzza will make sure the changes are done and the Calendar will be approved at the March meeting.*   1. Audit Report   *Mr. Ogden moved to approve the audit of 2012-2013 financials as submitted. Ms. Saueressig seconded the motion. Motion carried 5/0.*   1. Selling of Receivables   *Mr. Saueressig moved to sell Reveivables to the most reasonable vendor as determined by Mr. Leptich and Ms. Cauzza. Ms. Huebscher seconded the motion. Motion carried 5/0.*   1. Consideration of an Updated Policy Regarding Final Exams   *Mr. Ogden moved to approve the updated policy regarding final exams. Ms. Schumacher seconded the motion. Motion carried 5/0.*   1. Adjustment of C3 PAC Lease   *Ms. Hedrick moved to approve the adjustment to the C3 PAC lease. Mr. Saueressig seconded. Motion carried 5/0.*   1. Alpine Academy Lease   *Mr. Ogden moved to approve the updated Alpine Academy lease. Ms. Huebscher seconded the motion. Motion carried 5/0.*   1. Suite B Lease at Murrieta Complex   *Ms. Saueressig moved to approve the new lease for Suite B at the Murrieta Complex. Ms. Hedrick seconded the motion. Motion Carried. 5/0.*   1. Approval of the Temporary Lease for Final Exams in Murrieta   *Mr. Ogden moved to approve the temporary lease of space in Murrieta. Ms. Saueressig seconded. Motion carried. 5/0.*   1. Approval of the Retro increase to July 1, 3013   *Mr. Ogden moved to approve the Retro Salary increase from October 1st back to July 1st, 2013. Ms. Schumacher seconded the motion. Motion carried 5/0.*   1. Approval of the Human Resource Director’s Salary and Chief Business Officer   *Mr. Ogden moved to approve the 50% salary contribution for the CBO to match the JUESD’s 50% contribution; as well as setting Barbara Kinsbury’s salary at the former Director of HR’s salary rate. Ms. Hedrick seconded the motion. Motion carried 5/0.*   1. Discussion on the Direction to take Regarding Frog’s Gym   *After discussion, the board gave the directive to not move forward on a lease with the Frog’s Gym space in Encinitas due to the Cell towers at the facility. The board would prefer none of the school’s facilities have cell towers on their sites.*   1. Directive for Policy Regarding Homemade Food   *The board would like to make the decision of homemade foods or not a decision for each individual program and not a general overall policy of the school.*  The board took a break at 11:30 a.m. after item number 4. They reconvened at 11:44. The Meeting adjourned at 1:10 p.m. |

|  |
| --- |
| **12. Closed Session** |
| 1. Executive Director’s Goals Review 2. Possible Litigation   Public Employee Discipline/Dismissal/Release as per Govt. Code 54957 |

|  |
| --- |
| **13. Items for Next Agenda Meeting: Visa issue, Senior Policy; Purchase of Murrieta Complex** |
|  |
| 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, March 7 2014, 8:30 a.m. Location: Encinitas |