



JCS Governing Board Meeting

Minutes

Friday, March 6, 2015

JCS Murrieta Complex

39665 Ave. Acacias, Suite D.

Murrieta, CA 92563

Telephone: 951-304-3051

8:30 a.m. Open Session

11:30 a.m. Closed Session

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

Board Members:

Roxanne Huebscher, Member (Riverside Parent); Julie Moore, Member (Orange County Parent); Suzanne Schumacher, President (San Diego Parent); Kevin Ogden, Secretary (JUSD Representative); Teresa Saueressig, Treasurer, (Community Member at Large) **Absent:** Roxanne Huebscher and Teresa Saueressig.

Guests: Jennifer Cauzza, Executive Director, Chad Leptich, CBO, Cameron Byrd, Director of Operations; Mr. Ron Moore, Makenzie Moore, Armando Martinez, Carol Pritchard, Jacque Surman

Agenda Topics

1. **Call to Order** *Ms. Schumacher called the meeting to order at 8:44 a.m.*
2. **Approval of Agenda** *Mr. Ogden moved to approve the agenda with the adjustment of names and titles in the Board Member block. Ms. Schumacher seconded. Motion carried 3/0*
3. **Approval of January 23, 2015 Meeting Minutes** *Ms. Moore moved to approve the agenda. Ms. Schumacher added "with any non-substantial adjustments." Mr. Ogden seconded. Motion carried 3/0.*
4. **Comments from Members of the Public Concerning Items Not on the Agenda**—*Cameron Byrd gave the board a quick update on vendors working for JCS and misclassifications streaming procedural contracts and invoices to JCS. He is working on this with the Main Office and has moved some vendors to employee status to comply with the misclassifications. Armando Martinez, from Diego Hills Charter School, introduced himself and shared that DH has 150 students enrolled in their summer program and is excited to be tenants of JCS. He's also hoping to share teachers for their summer school program.*
5. **Comments from Members of the Board Concerning Items Not on the Agenda**
6. **Board Training**
 1. *Update on Performance Based Pay Proposal—Ms. Cauzza gave a general overview of the direction the Performance Based Pay Proposal is heading. She doesn't see it being ready to implement in the 2015-2016 year, but that year should be the transition year. Ms. Moore added she'd like to make sure that in the Portfolio path, parents have a satisfaction level measured.*
7. **Consent Agenda** *Ms. Schumacher asked to pull item #2 from the Consent Agenda. Mr. Ogden moved to approve item #1. Ms. Schumacher seconded the motion. Motion carried 3/0. Item #2, Ms. Schumacher asked why there were so many new hires (vendor to employees), and about the HR Generalist job description. Ms. Schumacher moved to approve Consent Agenda item #2. Ms. Moore seconded the motion. Motion carried 3/0.*

Consent Agenda

1. Approval of Warrants from October 31, 2014-January 30, 2015
2. Ratification of New Hires, Terminations, and Resignations

8. Executive Director's Report *Ms. Cauzza gave an oral report updating the board on the following topics.*

1. Facilities Update
2. Academy Update
3. Student Numbers Update
4. School Goals 2014-2015
5. Visions for School Planning for 2015-2016
6. Bond Update

7. **CBO Report** *Mr. Leptich gave an update on the budget. Enrollment was a bit lower than projected (110 ADA). We budget at 96% ADA and at P1 we had 98% ADA. That may balance the lower enrollment figures. This will effect the projected Ending Fund Balance at the end of the year. Mr. Leptich also reported that the increase contribution the School will have to make towards STRS and PERS will hit the budget fairly hard over the next five years.*

1. Second Interim Report
2. 2014-2054 Budget
3. 2015-2016 Budget

10. Special Education Report *Ms. Cauzza shared the current number of students being served with Special Education Services to be approximately 12% of enrollment.*

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**
Mr. Ogden moved to approve the Second Interim Report. Ms. Moore seconded. Motion carried 3/0
2. **Williams Uniform Complaints Quarterly Report**
Ms Schumacher moved to approve NO complaints on the Williams Uniform Complaints Quarterly Report. Ms. Moore seconded. Motion carried 3/0
3. **2015-2016 School Calendar (draft) 2nd reading**
Mr. Ogden moved to approve the 2015-2016 school calendar. Ms. Schumacher seconded. Motion carried 3/0.
4. **Form 700 Submittal for Board of Directors and Executive Team**
The reminder was given. Ms. Perea will be responsible to make sure the Form 700 electronic information is submitted to the Board and Executive Team annually.
5. **Rating Engagement for Standard & Poor's**
Mr. Ogden approved the agreement with Standard and Poor's for the Charter School's annual rating. Ms. Moore seconded. Motion carried 3/0
6. **Selection of Auditors**
Mr. Ogden moved to approve the selection of Hosaka, Rotherham and Company for the school's auditors for the next three years. Ms. Moore seconded. Motion carried 3/0
7. **990 Tax Return for Julian Charter School/SDORI**
Mr. Ogden moved to approve the 990 Tax forms, pending no material changes found during the proof reading of the document. Ms. Moore seconded. Motion carried 3/0
8. **Update Board Bylaws**
Ms. Schumacher moved to update the Board By-laws allowing up to 49% of interested parties to sit on the board, if it so chooses. Ms. Moore seconded. Motion carries. 3/0
9. **Approval of Contractor for Telacu**
Ms. Moore approved the Contract for Telacu for the Encinitas and Temecula building projects. Ms. Schumacher seconded. Motion carried 3/0

10. Approval of Patterson Engineering Contract

Mr. Ogden moved to approve the contract with Patterson Engineering for the structural design on the Encinitas project. Ms. Moore seconded. Motion carried 3/0

11. Consideration of a weeklong trip to Washington D.C. for the PLC 7th and 8th graders in February 2016

No action was taken, but a discussion was held. The board felt that since the field trip is an optional field trip offered to students and not sponsored by the school, it did not need board action.

12. Approval of Resolution of Warrants

Mr. Ogden moved to approve the Resolution of who can pick up warrants from the SDCOE: Jennifer Cauzza, Chad Leptich or Cameron Byrd. Ms. Schumacher seconded. Motion carried

12. Closed Session *The Board entered into closed session and reported out at 10:38 that each board member would get their written comments regarding the Executive Director’s evaluation to Ms. Roxanne Huebscher for the final evaluation in June. Ms. Schumacher moved to adjourn the meeting at 10:40 a.m. Ms. Moore seconded. Motion carried 3/0.*

- 1. Executive Director’s Evaluation (Initial)
- 2. Real Estate discussion
- 3. Possible Litigation

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

13. Items for Next Agenda Meeting

- 1. Approval of 2015-2016 Budget
- 2. Executive Director’s Evaluation (Formal)

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.

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Next Meeting

Next Meeting: Friday, June 05, 2015, 9:00 a.m.

Location: Pine Valley