**JCS Governing Board Meeting (Friday, June 8, 2018)**

*Generated by Jennifer Cauzza on Monday, June 11, 2018*

***Members present*** *Kevin Ogden, President; Barbara Kingsbury Sempsrott, Treasurer, Vanessa Wickstrom, Member; Coral Bergman, Member; Brian Duffy, Member.*

***Absent****: Judy Bufford, Secretary; Roxanne Huebscher, Member*

***Guests Present****:  Jennifer Cauzza, Executive Director; Melanie Marks, Director of Education; Jillian Tonkin, AD of Site-Based Programs; Sheryl McKay, AD of Site-Based Programs; Connie Masters, PVA/AA Coordinator; Claire Roush, Assessment/Accountability.*

1. Opening Items

Procedural: 1.1 Call to Order

***Mr. Ogden Called the Meeting to order at 8:34 a.m. with a quorum present. (Barbara Kingsbury-Sempsrott arrived at 8:40 a.m.)***

Action: 1.2 Approval of Agenda

Recommended Action: Recommend approval as presented

***Dr. Bergman moved to approve the agenda with an adjustment to item #13.  It should read, "Approval of Resolution to loan new charters as part of the JCS's reserves for cash-flow purposes."* *Mr. Duffy seconded.  Motion carried 4/0***

Action: 1.3 Approval of Minutes

Recommended Action: Recommend approval as presented

***Mr. Duffy moved to approve the minutes as presented.  Dr. Bergman seconded.  Motion carried 4/0***

Information, Procedural: 1.4 Comments from Members of the Public Not on the Agenda

***None***

Information, Procedural: 1.5 Board Member Announcements

***None***

*Ms. Kingsbury Sempsrott arrived (8:40 a.m.)*

Information: 1.6 **Board Training**

*The board learned how to use Board Docs as the JCS, Inc. will be moving to this new tool for the 2018-2019 school year and beyond.*

2. Consent Agenda

Action (Consent): 2.1 Approval of Warrants

Action (Consent): 2.2 Ratification of New Hires, Terminations, and Resignations

Action (Consent): 2.3 Policies

Action (Consent): 2.4 Approval of the Consent Agenda

Recommended Action: Recommend approval as presented

***Mr. Duffy moved to the Consent Agenda.  Ms. Kingsbury-Sempsrott seconded.  Motion carried 5/0***

3. Reports

Information: 3.1 Executive Director's Report

***Ms. Cauzza gave a comprehensive report on the following items: the status of facilities; Prop 39 project at Vallejo; Program updates; student numbers; 2017-2018 goals completion, reminded audience we're in search of two new board members one from San Diego and one from Riverside, pending charter approvals; update on the waiver submitted to CDE in February by JUSD; JCS, Inc. new org chart with new schools present; the agreement made with TVUSD regarding resource centers located in Temecula's boundary lines are okay as long as JCS is seeking county sponsorship; and the JCS end-of-the-year PowerPoint shared with staff reviewing the year, goals, and financials of the school as well as celebrating employees of the year.***

Information: 3.2 Financial Report

***Ms. Cauzza gave a review of the school's financials since Cam Lay was absent and on vacation.  The budget has been reduced due to lower than projected ADA and a technical error made in December.  The budget looks like we'll end in the positive making up for the $190,000 decrease in funds due to lower enrollment + the 1.1 bond debt-to-income ratio ($160,000 added to the reserve).  Leaving what is projected to be a positive balance to being spent on the 80% side of the budget.***

Information: 3.3 Special Education Report

***Ms. Cauzza shared the Special Education report--13% of students are currently seen for special education services; we have worked on hiring our n employees this year versus contracting out services.***

4. Action Items

Action: 4.1 Public Hearing of the 2018-2019

Recommended Action: Recommend approval

***Mr. Ogden Opened the Public Hearing at 9:28 a.m.  There were no comments on the budget submitted for 2018-2019.  Public Hearing was Closed.***

Action: 4.2 Public Hearing of the 2018 LCAP

Recommended Action: Recommend approval

***Mr. Ogden Opened the Public Hearing for the 2018-2019 LCAP and projected funding toward LCAP goals at 9:49 a.m.  Public Hearing closed with no comments from the public, just a recap of our goals for the audience by Ms. Cauzza.***

Action: 4.3 Williams Uniform Complaints Quarterly Report

Recommended Action: Recommend Approval

***Ms. Kingsbury-Sempsrott moved to approve the Williams Uniform Complaints Quarterly Report with no complaints.  Dr. Bergman seconded.  Motion carried 5/0***

Action: 4.4 Approval of the MOU Modification to the RCOE/JCS, Inc. Agreement #IN-20097 for Center for Teacher Innovation Induction Program

Recommended Action: Recommend Approval

***Ms. Kingsbury-Sempsrott moved to approve the MOU Modification to the RCOE/JCS, Inc. Agreement number #IN-20097 for the Teacher Induction Program.  Dr. Bergman seconded.  Motion carried 5/0***

Action: 4.5 Approval of JCS, Inc. Employee Handbook 2018-2019

Recommended Action: Recommend Approval

***After some discussion on content regarding the Social Security section (make sure it's not for credentialed employees) and TB/Fingerprinting for volunteers--Dr. Bergman moved to approve the employee with the directive to review visitors only need TB if they are working regularly at a facility with Human Resources but should be fingerprinted at the school's expense. Barbara Kingsbury-Sempsrott seconded the motion.  Motion Carried 5/0.***

Action, Discussion: 4.6 Julian Charter School, Inc. Restated Bylaws

Recommended Action: The Board will discuss and recommend approval or not.

***The board discussed our current bylaws as stated which allows the composition to consist of less than 49% employees per corporate law; however, both the SDCOE and RCOE would like the schools to follow Government Code 1090.  Ms. Kingsbury-Sempsrott moved to keep the bylaws as they currently are restated but do not have an employee sit on the board per potential authorizer's request.  Motion seconded by Member Duffy.  Motion carried 5/0.***

Action: 4.7 Agreement for School Pathways 2018-2019

Recommended Action: Recommend Approval

***Mr. Duffy moved to approve the School Pathways Contract for all four schools (JCS, JCS-CC, JCS-PH, JCS-MO) for the 2018-2019 school year.* *Dr. Bergman seconded.  Motion carried 5/0.***

Action: 4.8 Resolution 6.8.18.1 Between JCS and SDCOE for Mathematical Professional Development

Recommended Action: Recommend Approval

***Mr. Duffy moved to approve the resolution between JCS and SDCOE for math professional development training.  Ms. Kingsbury-Sempsrott seconded.  Motion carried 5/0***

Action: 4.9 Resolution 6.8.18.2 between JCS and SDCOE for Reporting of Retirement Services (CalSTRS/CalPERS) for JCS-Mountain Oaks

Recommended Action: Recommend Approval

***Ms. Kingsbury-Sempsrott moved to approve the resolution between JCS and SDCOE for Reporting of Retirement Services for the JCS-Mountain Oaks charter.  Ms. Wickstrom Seconded.  Mr. Duffy abstained.  Motion carried 4/0 with one abstention.***

Action: 4.10 Resolution 6.8.18.3 to Establish a Fund 62 Account for the JCS-Mountain Oaks Charter

Recommended Action: Recommend Approval

***Ms. Kingsbury-Sempsrott moved to approve the resolution to establish a Fund 62 account at the SDCOE for the JCS-Mountain Oaks charter.  Ms. Wickstrom seconded the motion.  Mr. Duffy abstained.*** ***Motion carried 4/0 with one abstention.***

Action: 4.11 Approval of Legal Agreement with Rome and Blank

Recommended Action: Recommend Approval

***Ms. Kingsbury-Sempsrott moved to approve the legal agreement between JCS and Rome and Blank for legal services on the Grossmont Appeal. Ms. Wickstrom seconded.  Mr. Duffy abstained.  Motion carried 4/0 with one abstention.***

Action: 4.12 Approval of Legal Agreement with Procopio for Legal Services

Recommended Action: Recommend Approval

***Mr. Duffy moved to approve the legal agreement with Procopio.  Ms. Kingsbury-Sempsrott seconded.  Motion carried 5/0.***

Action: 4.13 Approval of Resolution to loan new charters as part of JCS' Reserve for Cash Flow Purposes

Recommended Action: Recommend Approval

***Mr. Duffy moved to approve the resolution to loan the new schools part of Julian Charter School's reserves for cash flow purposes in the 2018-2019 school year noting there will be no co-mingling of funds and the finance department keeps accurate records on all transactions.  Ms. Kingsbury-Sempsrott seconded the motion.  Motion carried 5/0.***

Action: 4.14 Approval to transfer assets from Julian Charter School to the JCS-Mountain Oaks Charter so the assets follow the staff, students, and program.

Recommended Action: Recommend Approval

***Dr. Bergman moved to transfer the physical assets from Julian Charter School's books to the JCS-Mountain Oaks charter.  When/if JCS-Cedar Creek and JCS-Pine Hills are authorized, the tangible assets of Julian Charter School will follow the students and staff of the new schools. Ms. Wickstrom seconded.  Motion carried 5/0.***

Action: 4.15 Approval to Submit the Notice of Completion for Prop 39 Funds

Recommended Action: Recommend Approval

***Ms. Wickstrom moved to submit the Notice of Completion for the Prop 39 lighting project at Vallejo to the SD Recorder's Office.  Mr. Duffy seconded.  Motion carried 5/0.***

Action: 4.16 Approval of Conflict of Interest Policy

Recommended Action: Recommend Approval

***Ms. Kingsbury-Sempsrott moved to approve the 2014 version of the Conflict of Interest Policy.  Ms. Wickstrom seconded.  Motion Carried 5/0.***

Action: 4.17 Adequate Progress Policy

Recommended Action: Recommend Approval

***Ms. Kingsbury Sempsrott moved to approve the Adequate Progress Policy per compliance with SB 1360 allowing for a due process period and an appeal to the JCS Hearing Panel/Governing Board.  Mr. Duffy seconded.  Motion carried 5/0.***

Action: 4.18 Recertification of the 2016-2017 Annual Audit

Recommended Action: Recommend Approval

***Ms. Wickstrom moved to approve the recertification of the 2016-2017 Audit as submitted by our auditors.  Dr. Bergman seconded.  Motion Carried 5/0.***

Action: 4.19 Sole Director of SDORI Charter School Properties, LLC

Recommended Action: Recommend selecting a new Sole Director

***Ms. Kingsbury Sempsrott moved to appoint Ms. Vanessa Wickstrom as the Sole Director of SDORI Charter School Properties, LLC on behalf of the JCS Governing Board.  Dr. Bergman seconded.  Motion carried 5/0.***

***Mr. Ogden adjourned open session at 10:58 a.m. and took a short break before heading into the Closed session.***

5. Closed Session

Procedural: 5.1 Executive Director's Evaluation (Final)

Procedural: 5.2 Possible Litigation

***At 11:15 a.m. to board reconvened Open Session: The board reported out a positive evaluation for the 2017-2018 school year.***

6. Closing Items

Information, Procedural: 6.1 Items for Next Meeting

Action: 6.2 Adjournment

***The Meeting adjourned at 11:16 a.m.***