

**Minutes  
of the Regular Meeting  
of the Friends of the Clarksburg Schools  
Board of Directors  
of the Delta Elementary Charter School**

**December 10, 2012**

This meeting was authorized by the Board. Notice was given by posting the agenda (attached) at Delta Elementary Charter School, per the Ralph M. Brown Act.

1. **Call to Order, Roll Call and Pledge of Allegiance-** The December 10, 2012, regular meeting of the Friends of Clarksburg Schools' Board of Directors of Delta Elementary Charter School (DECS) was called to order at 6:00 p.m. by Board Vice President Dominic DiMare at the Delta Elementary Charter School in Clarksburg, California. Board Directors Don Clark, Dominic DiMare, Don Fenocchio, Rosalia Fernandez-Merwin (recorder), Jeff Geisler, James Darin Hall, Imelda Oseguera, Jody Bogle VanDePol, and Andy Wallace were present at roll call. Board Directors Kathy Gomes and Jim Lockhart and District Representative Sonya Kale were absent. Superintendent Steve Lewis arrived during the meeting. CBO Peter Stone was also present. Dominic DiMare led the pledge of allegiance.
2. **Approval of the Agenda-** Andy Wallace moved to approve the agenda. Don Clark seconded. Motion carried 9:0.
3. **Public Comment-** There was no public comment.
6. **Request For Approval Of The Minutes Of The Meeting November 19, 2012-** Jody VanDePol made the following correction to the minutes of October 8, 2012: replace the name "Fraser" with "Raymond" under item 3. Andy Wallace moved to approve the corrected minutes of November 19, 2012. Don Clark seconded. Motion carried 9:0.
5. **Discussion/Action Regarding a Bus Fundraiser-** Santino Viramontes presented a fundraising proposal to provide bus transportation to the crab feed from West Sacramento using DECS' bus and bus driver to raise funds for the bus committee. Discussion followed. The charge would be about \$15.00 to \$20.00 per person. Jody VanDePol moved to approve the fundraiser pending the insurance approval from Peter Stone. Darrin Hall seconded. Motion carried 9:0.
7. **Request for Approval of November Vendor Check Report-** Peter Stone presented the vendor check report (attached) and answered questions. Andy Wallace moved to approve. Jeff Geisler seconded. Motion carried 9:0.
8. **Information Item: November Payroll Check Items with Direct Deposit & Employee Deductions-** Peter Stone presented the report (attached).
9. **Information Item: November Transaction Detail Extra Duty Pay & OT-** Peter Stone presented the report (attached).
10. **Information Item: November Budget vs. Actual Review-** Peter Stone presented the report and answered questions. He is checking into some expected funding that has not yet been received.
11. **Request Approval of 2011-2012 Audit With Total Revenue of \$1,745,761, Total Expenses of \$1,746,271 and a Decrease in Net Assets of \$510 the Year. In Preliminary Audit - Current Loans of \$100,000 to Be Corrected and Shifted to Long Term-** Peter Stone presented the 2011-2012 Audit (attached). Andy Wallace moved to approve. Rosalia Fernandez-Merwin seconded. Motion carried 9-0.
12. **Request for Ratification of 2012-2013 First Interim Budget Report With Total Revenue of \$2,071,540, Total Expenses of \$1,900,892 and an Increase in Net Assets of \$170,647-** Peter Stone presented. Andy Wallace moved to approve. Don Clark seconded. Motion carried 9-0.
13. **Request for Ratification of the Disposal of our Existing Two Copy Machines and Acquisition of a Xerox 7556 N Copy Machine By Lease and a Fully Inclusive Service Agreement With Inland Business Systems for a 60 Month Operating Lease at \$313.16 Per Month Plus \$.007 Per Black and White Copy and \$.06 Per Color Copy-** Peter Stone reported. Rosalia Fernandez-Merwin moved to approve. Jeff Geisler seconded. Motion carried 9-0.
14. **Request for Ratification of the Purchase of a RISO Ez221 Printer Duplicator From RISO Products of Sacramento for \$2,995 and a Fully Inclusive Service Agreement With RISO Product of Sacramento for \$.006 Per Black & White Copy-** Peter Stone reported on the purchase of a Risograph (duplicator) and answered questions (order form attached). Discussion followed. Rosalia Fernandez-Merwin moved to approve. Jody VanDePol seconded. Motion carried.

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15. **CBO Report-** Peter Stone reported that the new bus is scheduled to arrive on Wednesday. It can't be used until the CHP inspector is done. He is hoping to use it by Friday. The other bus need to be destroyed by Feb. 15th. Board members advised him to do this right away. There will be a photo taken of those available on Wednesday morning after the bus arrives. Peter Stone reported that he has talked to our attorney about bus fees and transportation and she'll have to check into this. DECS received a check for \$3,000.00 from the contractors for funds not used and DECS will also be reimbursed for some GLAD training cost. Peter Stone also reported on some problems that DECS is having with the internet and the provider and he is researching DECS' options. A lengthy discussion followed. (Steve Lewis arrived during the discussion at approximately 7:00 p.m.). Darin Hall said that this item needs to be moved to his top priority. RFM SE
18. **Superintendent/ Principal Report-** Steve Lewis reported that students had 2-3 minute presentations on Democracy during Project Based Learning Night. He asked some of the students to present to the Board. Sixth graders, Victoria and Celene's, presentation was on Democracies and how they differ from ancient times to the present. Second grader Gastony's presentation was on Martin Luther King.
16. **Enrollment Update-** Steve Lewis reported that DECS lost three students but has enrolled 3 more who will start in January which will keep enrollment at 296 students. There are 27 available spaces for new students.
17. **Employee Update-** Imelda Oseguera reported that DECS is lucky to have the First Five Yolo organization available to families. The services offered include food and medical. This has brought other community parents to DECS who see the school when they fill out paperwork and may decide to enroll their children here.
18. **Superintendent/ Principal Report- (Continued)** Steve Lewis announced that the staff party will be hosted by Jeff Geisler and that the Board is invited. Steve Lewis reported on the success of Project Based Learning (PBL) night. He said that staff is planning the 4<sup>th</sup> PLB in the spring. He also reported on communications with Patty Wang, Yolo County Librarian, on the services that the library provides for DECS, on the money that DECS pays, and on the needs that DECS has. He said that DECS would like another day of library use. Steve Lewis also said that there is a need for a resource room for next year since the current room will become a classroom. DECS will be able to use a full lab at CMS for testing which will allow more students to test at one time. He said that he is trying to get every Board member to donate minimum of 45 minutes a month. He talked about meeting the need of English learners and of problems if they are not reclassified before the leave DECS. The next big focus is writing. He reported targeting professional development with staff based on needs. He is continuing evaluations and spending a lot of time on the WINN (What I Need Now) program. Parent Matt Taylor reported that DonorsChoose.org and Google have an offer of Chromebooks (web based computers) for \$99.00 that are worth \$300.00 that teachers can apply for.
19. **Committee Reports and Discussion/ Action on Appointing and/or Removing Committee Members and Disbanding Committees**
- a) Board Rules and Regulations-** No report was given.
- b) Budget Review Committee-** No report was given.
- c) Facilities-** Don Fenocchio asked if we could repair the asphalt by the kindergarten room that is broken up with the \$3,000 that was returned from the contractor. Don Clark said that he should talk to John McCapes about this.
- d) Friends of Clarksburg Schools, Inc. -** No report was given.
- e) ELAC-** Imelda Oseguera reported that ELAC had its first meeting 2 months ago. They had a potluck. Steve Lewis asked parents to promote the school and asked what parents needed the most. ELAC had a tamale fundraiser for the 6<sup>th</sup> grade class which netted a profit of \$875.00.
- g) Technology committee-** No report was given.
- h) Fundraising Donation Committee (FDC) –** Jody VanDePol reported that tickets for the crab feed have sold out. PayPal worked very well. Any tickets not paid for by this Friday will go back for sale. There is a waiting list for tickets. Darin Hall reported that they will need 30 volunteers for the event. Imelda Oseguera and Steve Lewis will ask parents to volunteer. Darin Hall also reported that they have a new vendor for the crab, a port and cigar tent, a media photo booth, and the need for 5-8 people the morning after for cleanup. Jody VanDePol reported on working with Peter Stone on where profits are allocated from different fundraisers. RFM SE
20. **Reports from Board Members-** No reports were given.
21. **Other-** Parent Matt Taylor reported on the passage of SB 1290 which goes into effect on Jan 1<sup>st</sup> and changes the charter renewal criteria. In order for renewal to take place the charter school needs to

show growth in API scores school wide and in all significant subgroups. He recommended that EL should be on top of the list as this is the greatest risk point.

Jeff Geisler said the staff party was at his house this Friday at 6:00 p.m. and asked Board members to let him know if they would be attending.

4. **Discussion Regarding School Communication-** Darrin Hall reported that he would like to get a constructive survey to get information from parents.
22. **Adjourn to Closed Session-** Jeff Geisler moved to adjourn to closed session. Don Clark seconded. Motion carried 8:0. The meeting adjourned to closed session at 9:00 p.m. Board Directors Don Clark, Dominic DiMare, Don Fenocchio, Rosalia Fernandez-Merwin (recorder), Jeff Geisler, James Darin Hall, Jody VanDePol, and Andy Wallace were present. Board Director Jim Lockhart was absent. Superintendent/ Principal Steve Lewis and Chief Business Officer Peter Stone were also present for closed session.
23. **Reconvene and Report of Action Taken Including Vote Count, During Closed Session-** The meeting reconvened to open session at 9:07 p.m. Vice President Dominic DiMare reported that no action was taken.
24. **Adjournment-** Andy Wallace moved to adjourn the meeting. Rosalia Fernandez-Merwin seconded. Motion carried 8:0. The meeting adjourned at 9:07 p.m.

**Submitted** \_\_\_\_\_ **Approved on** Jan 28, 2013

  
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Stephen Lewis, Superintendent/ Principal

  
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Rosalia Fernandez-Merwin, Secretary

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