

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

April 15, 2013

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 April 15, 2013, regular meeting of the Friends of Clarksburg Schools' Board of Directors of Delta Elementary Charter School (DECS) was called to order at 6:08 p.m. by Board President Jim Lockhart at the Delta Elementary Charter School in Clarksburg, California.
Roll call of directors:
Jim Lockhart- President
Dominic DiMare- Vice President (arrived at 6:15 p.m.)
Andy Wallace- Chief Financial Officer
Rosalia Fernandez-Merwin- Secretary (recorder)
Don Clark- member (arrive at 6:15 p.m.)
Don Fenocchio- member
Jeff Geisler- member (absent)
Cathy Gomes- member
James Darrin Hall- member
Imelda Oseguera- member
Jody Bogle VanDePol- member
RDUSD Representative Amy Bettencourt arrived at approximately 6:15 p.m. Superintendent/ Principal Stephen Lewis and CBO Peter Stone were also present. Board Director Don Fenocchio led the pledge of allegiance.
2. **Approval of the Agenda-** Peter Stone requested that Item 10 be replaced with "Request for Approval of the Adoption of the CalSTRS Pension2 457 Deferred Compensation Plan Effective May 15, 2013 for the Benefit of DECS Employees and Authorizes and Directs the Chief Business Officer to Execute the Attached Adoption Agreement and Any Other Implementation Documents on Behalf of Friends of Clarksburg Schools, and to Provide CalSTRS Pension2 with Such Information and Cooperation as May be Needed on an Ongoing Basis in the Administration of the Plan. A Copy of This Resolution, the Agreement, and Any Attachments Thereto Shall Be on File". Rosalia Fernandez-Merwin moved to approve the revised agenda. Jody Bogle VanDePol seconded. Motion carried 8:0.
3. **Public Comment-** Steve Lewis introduced Sara, a third year band student, who played the trumpet and Sarah, a first year band student, who played the flute for the Board. **Don Clark, Dominic DiMare and Amy Bettencourt arrived at approximately 6:15 p.m.** Steve Lewis invited everyone to the 5th and 6th grade musical on Thursday at 2:00 p.m.
4. **Presentation by Kim Tomerlin, CBO of an Independent Study (non-classroom based) School in Shasta County and Discussion-** Kim Westwood, CBO of Westwood Charter School presented information on how the independent study charter school operates and answered many questions.
3. **Public Comment (Continued)-** Lydia Guerrero, from Yolo County Family Resource Center, thanked the Board for space in the office and reported on the program.
5. **Request Approval of the Minutes of the Meetings of February 25, Special Meeting March 8 and March 18, 2013-** Rosalia Fernandez-Merwin moved to approve the minutes of February 25, 2013. Andy Wallace seconded. Motion carried 10:0. Rosalia Fernandez-Merwin moved to approve the minutes of March 8, 2013. Dominic DiMare seconded. Motion carried 10:0. Rosalia Fernandez-Merwin asked that approval of the minutes of March 18, 2013 be postponed until the next meeting.
6. **Request for Approval of March Vendor Check Report-** CBO Peter Stone presented the check report. Dominic DiMare made a motion to approve. James Darrin Hall seconded. Motion carried 10:0.
7. **Other Information Only Items-** CBO Peter Stone presented a number of reports that were for information only.
8. **Donations to Receive and Acknowledge-**

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- a) Bogle Family Charitable Fund of the Sacramento Region Community Foundation - \$10,000 for 15 Elmo TT-12 Document Cameras for all our classrooms**
b) West Sacramento Rotary Club - \$179 for the Learning Garden
c) Kenneth & Michelle Wilson - \$200 for the Education for Youth Program

Peter Stone presented. Dominic DiMare moved to approve. Andy Wallace seconded. Motion carried 10:0.

9. **Request for Approval of up to \$24,500 to Connect All DECS Classrooms With Wireless Access Point System Using REAP Grant Funding-** Peter Stone presented. Don Clark moved to approve. Andy Wallace seconded. Motion carried 10:0.
10. **Request for Approval for CBO to Finalize the Adoption Agreement and Other Documentation to Initiate a CALSTRS Pension2 Deferred Compensation 457(b) Plan Offering for All DECS Employees Without Any Employer Match Commencing in June or July-** Peter Stone presented and answered questions. Andy Wallace moved to approve. Don Clark seconded. Motion carried 10:0.
11. **Request Approval to Authorize CBO to Start Negotiations With First Northern Bank and/or Another Financial Institution For a New July 1, 2013 to November 15, 2014 Revolving Line of Credit for DECS in an Amount not to Exceed \$700K With an Interest Rate Not to Exceed 5.75% and Points Not to Exceed .75%-** Peter Stone presented. Andy Wallace moved to approve. Dominic DiMare seconded. Motion carried 10:0
12. **Request Approval of Engaging Feddersen LLC to Perform the 2012-2013 Financial Audit and Form 990 for an Amount Not to Exceed \$14,900-** Peter Stone presented. Dominic DiMare moved to approve and to examine a possibility of a lower rate in the future years. Andy Wallace seconded. Motion carried 10-0.
13. **Request Approval for the Establishment of a Four Member School Site Council and Approval of Steve Lewis, Vanessa Belair, Dominic DiMare and Darin Hall as Members-** This item was correct to be an information only agenda item. Steve Lewis presented. Peter Stone said he appreciated Matt Taylor's help on the single plan for student achievement. Discussion followed on committee requirements. Matt Taylor and Amy Bettencourt gave helpful information. Recommendations included that the site council by-laws be written and parent elections be held in September. The site council will consist of parents Jody VanDePol, Darrin Hall, Blanca Navarro, Superintendent Steve Lewis, and teachers Cathy Gomes and Vanessa Belair.
14. **Discuss Priorities/Targets for Inclusion in the 2013-2014 Budget-** CBO Peter Stone presented a list of priorities for the 2013-2014 budget and answer questions.
15. **CBO Report-** CBO Peter Stone reported on the revolving loan balance and that DECS will soon be receiving the facilities funding. He also gave an update on DECS' use of the wireless on firehouse tower and the steps necessary to make this happen, including attending the next meeting.
16. **Request Approval of Full Time Office & Attendance Assistant Position for the 13-14 School Year for 195 Days At \$18,720 Plus Benefits to Be an Extension of the Current Part Time Position-** Superintendent Steve Lewis presented. Dominic DiMare moved to approve. Don Clark seconded. Motion carried 10:0.
17. **Declaration of Intent to Serve or to Not Serve on the FOCS/ DECS Board By Community/ Founding Representatives Dominic DiMare, Don Fenocchio, Rosalia Fernandez-Merwin, Jim Lockhart and Andy Wallace for a Two Year Term Beginning on the July 2013 Regular Meeting-** Rosalia Fernandez requested that community/founder representatives whose term will end in July declare their intent to serve or to not serve. Community/ Founder representatives Dominic DiMare, Jim Lockhart, and Andy Wallace declared their intent to serve another two years. Community/ Founder representatives Don Fenocchio and Rosalia Fernandez-Merwin declared that they will not serve another term.
18. **Appointment of Current Community/ Founder Representatives to the FOCS/DECS Board For a Two Year Term Beginning on the July 2013 Regular Meeting and Ending on the July 2015 Regular Meeting-** Rosalia Fernandez-Merwin requested that Dominic DiMare, Jim Lockhart, and Andy Wallace be appointed for a two year term beginning in July. Cathy Gomes moved. Don Clark seconded. Motion carried 10:0.
19. **Appointment of Jody Bogle VanDePol as a Community/ Founder Representatives to the FOCS/DECS Board For a Two Year Term Beginning on the July 2013 Regular Meeting and Ending on the July 2015 Regular Meeting (If Needed)-** Rosalia Fernandez-Merwin presented. Dominic DiMare moved to approve. Darrin Hall seconded. Motion carried 10:0.
20. **Appointment of a Committee to Search for and Recommend to the Board Community/ Founder Representatives (If Needed)-** Rosalia Fernandez-Merwin presented the need to establish a committee to recommend a Community/Founder representative to the Board. Dominic DiMare

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volunteered to chair the committee. Andy Wallace, Don Fenocchio, and Don Clark volunteered to serve on the committee. Dominic DiMare moved to appoint this committee. James Darrin Hall seconded. Motion carried 10:0.

21. **Request for Approval of 2013 FOCS/ DECS Board Election Dates for one Parent Representative-** Rosalia Fernandez-Merwin presented. Discussion followed. The dates for the Board Election Process were revised to the following:
 Notices sent out informing parents of openings on Board – Friday, April 26
 Election statement due date – Wednesday, May 8
 Deadline to mail/send home ballots to parents – Wednesday, May 15th
 Deadline for parents to return ballots to DECS – Thursday, May 23rd @ 12:00 p.m. PST.
 Date to count ballots – Friday, May 24th
 Andy Wallace moved to approve the revised dates. Cathy Gomes seconded. Motion carried 10:0. Steve Lewis and James Darrin Hall will work with Shannon Breckenridge on some of the parent election procedures.
22. **Request for Approval of Special Budget Meeting on May 20 or a More Convenient Date Agreed On By the Board-** Peter Stone presented. Discussion followed. The Board selected May 20th at 6:00 pm. Dominic DiMare moved to approve. Jody Bogle VanDePol seconded. Motion carried 10:0.
23. **Request Approval to Move the June 10 Board Meeting to June 17 or a More Convenient Date Agreed on By the Board-** Peter Stone presented. Dominic DiMare moved. Jody Bogle VanDePol seconded. Motion carried 10:0.
24. **Employee Update-** Kathy Gomes and Imelda Oseguera provided updates from each classroom.
25. **Superintendent/Principal Report-** Superintendent Stephen Lewis reported on the following:
 The school wide GLAD program.
 The volunteer appreciation day on May 17th at Husick's.
 A town hall meeting tomorrow at 6:00 p.m.
 His efforts to contact new families to assure enrollment.
 A good meeting with Rick Hennes (RDUSD superintendent).
 That Amy Bettencourt is helping with transitional kindergarten.
 Upcoming Learning Garden workdays with Rotary and California Conservation Corp (CCC) on April 26th & 27th.
 Getting ready for teacher and staff evaluations.
 Working on student reclassification.
 Completing needs assessments with ELAC, which was very targeted. They want more intervention.
 That he has been interviewing teachers the last 4 days and will bring recommendations to the next Board meeting.
 A four hour aide position.
 Music teacher interviews and the upcoming musical.
26. **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- No report was given.
d) Friends of Clarksburg Schools, Inc. - No report was given.
e) ELAC- No report was given
g) Technology committee- No report was given.
h) Fundraising Donation Committee (FDC) – James Darrin Hall and Jody Bogle VanDePol reported on the scrip program.
27. **Reports from Board Members-** Don Fenocchio reported that rooms 9 and 10 have lights that work and suggested that a thank you note be sent to volunteer Jerry Spain who worked on this. Rosalia Fernandez-Merwin reported that she has spoken to Steve Lewis about DECS students not graduating without having attended the Crocker art gallery at least once. Steve Lewis said that he has since spoken to Yvette Hall, who is looking at adding art related field trips into the art program. James Darrin Hall reported on a bus break down during which parents took the children to the Coloma field trip. He asked if we should reimburse the parents for their gas. There was some discussion on this.
28. **Other-** Board members praised Don Fenocchio and Rosalia Fernandez-Merwin for all the work that they have done on the Board.

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29. **Adjourn to Closed Session**- Don Clark moved to adjourn to closed session. Jody Bogle VanDePol seconded. Motion carried 10:0. The meeting adjourned to closed session at 9:00 p.m. Roll call:
Jim Lockhart- President
Dominic DiMare- Vice President
Andy Wallace- Chief Financial Officer
Rosalia Fernandez-Merwin- Secretary (recorder)
Don Clark- member
Don Fenocchio- member
Jeff Geisler- member (absent)
James Darrin Hall- member
Jody Bogle VanDePol- member
Superintendent/ Principal Stephen Lewis and Chief Business Officer Peter Stone were also present for closed session.
30. **Reconvene and Report of Action Taken Including Vote Count, During Closed Session**- The meeting reconvened to open session at 9:55 p.m. President Jim Lockhart reported that the Board promoted Leslye Oseguera to the full time office & attendance assistance position.
31. **Adjournment**- Dominic DiMare moved to adjourn the meeting. Andy Wallace seconded. Motion carried 8:0. The meeting adjourned at 9:55 p.m.

Submitted

Approved on

May 13, 2013


Stephen Lewis, Superintendent/ Principal


Rosalia Fernandez-Merwin, Secretary

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