

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

**August 12, 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 August 12, 2013, regular meeting of the Friends of Clarksburg Schools' Board of Directors of Delta Elementary Charter School (DECS) was called to order at 6:08p.m. by Board President Jim Lockhart at Delta Elementary Charter School in Clarksburg, California.

Roll call of directors:

Jim Lockhart- President  
Dominic DiMare- Vice President  
Andy Wallace- Chief Financial Officer  
James Darin Hall – Secretary  
Don Clark- member (Absent)  
Jeff Geisler- member  
Matt Taylor- member  
Randy Perry- member  
Jody Bogle VanDePol- member  
Imelda Oseguera- member  
Sheri Haselhuhn- member

Superintendent/ Principal Stephen Lewis, CBO Peter Stone, and Aristeia Walker (recorder) were also present. Superintendent/ Principal Stephen Lewis led the pledge of allegiance.

2. **Approval of the Agenda-** Jim Lockhart moved to approve the agenda. Dominic DiMare seconded. Motion carried 10:0
3. **Public Comment-** No public comment.
4. **Request Approval of the Minutes of the Meeting of July 8, 2013-** Jim Lockhart moved to approve the minutes of July 8, 2013. Dominic DiMare seconded. Motion carried 10:0
5. **Approval of Dates for Brown Act Training-** Aristeia Walker presented that the lawyers did not get back to us with possible dates for the Brown Act Training so this agenda item will be moved to next month's meeting.
6. **Discussion/Approval for Nut Free Policy-** Steve Lewis discussed the possibility and ramifications of DECS going nut free. DECS will need to create a solid nut free policy before it can be rolled out. Steve Lewis asked for help in creating a small group that would study and collect information on how to create a nut free policy for DECS. A discussion followed. Many possible actions and ideas were shared.
9. **Discussion/Approval of Procurement and integration of Student Information System with a Parent Portal-** Matt Taylor shared ideas and information on getting a student information system with a parent portal. Matt Taylor asked the Board to consider and discuss the idea. The Board asked many questions. A small sub-group was put together to view demos of various products that are available to DECS. The sub-group includes Jim Lockhart, Matt Taylor, Steve Lewis, Sheri Haselhuhn, and Aristeia Walker.
10. **Request for Approval of June Vendor Check Report-** CBO Peter Stone presented. Andy Wallace made a motion to approve. Darrin Hall seconded. Motion carried 10:0
11. **Other Information Only Items-** CBO Peter Stone presented several reports.
12. **Donations to Receive and Acknowledge-** Peter Stone presented there were no donations received.

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13. **Discussion/Approval for Status of and Next Steps Related to DECS' Request to Put a Broadband Antenna on the YECA Tower Located at the Clarksburg Fire Station-** Peter Stone shares the status of the tower. Our proposal to put our equipment on the tower was met with some opposition. Dominic DiMare shared a conversation he had with various individuals involved with this decision. Darrin Hall suggested looking into the possibility of Satellite internet as an alternative to the tower project.
8. **Discussion/Approval of PBL Efforts in Davis Unified School Districts-** This agenda item was moved from its original time to later in the meeting due guest speaker's arrival time. Matt Best presented Project Based Learning and common core standards in Davis. He showed a video on building a plane in the air. Steve Lewis shared his thoughts and insights on the way DECS is growing with PBL and common core standards. A discussion followed where many thoughts and ideas were expressed.
7. **Discussion/Approval for Learning Report-** This agenda item was moved from its original time to later in the meeting due guest speaker's arrival time. Jason Knighton presented the learning report. He proposed strengthening teacher collaboration even more. He shared his ideas on how to move forward with the DECS programs and how to incorporate assessments. A discussion followed where many ideas and thoughts were shared.
17. **Superintendent/ Principal Report-** Steve Lewis presented highlights and information on the first day of the staff retreat. He showed a video on the 4 four questions that drive instruction. Steve Lewis expressed his desire to have a board retreat in the future. Steve Lewis shared some Learning Center successes he noted while going over the data of students that were struggling over the last three years. Steve Lewis shared that Science Fridays will continue at DECS in the 2013-14 school year.
14. **Discussion/Request Approval for Paid Time Off Policy-** Peter Stone presented the adjustments paid time off policy. Dominic DiMare made a motion to approve. Randy Perry seconded. Motion carried 10:0
15. **CBO Report-** Peter Stone reported that DECS does not meet the qualifications for the USDA Rural Development Office's grant. However, we may qualify for their low cost loan. The funds would go towards updating the cafeteria and or the school grounds. The Bus Company is finishing up the upgrades to the DECS bus. Peter Stone presented mySchoolBucks, how it's integrated on the website, and how families will use it going forward. A discussion followed and the after school program and many ideas and thoughts were shared.
16. **Employee Update-** Aristeia Walker shared the many updates that have been done on the DECS website. She will be meeting with ATS to make sure all the bugs are worked out of DECS network. Imelda Oseguera presented that there will be English classes taught once a week on campus at 6pm. Shari Haselhuhn presented that the teachers are excited and ready to go.
18. **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-** Shared the optimal placement of facilities as DECS grows.
  - d. **Friends of Clarksburg Schools, Inc.-** No report was given.
  - e. **ELAC-** No report was given.
  - f. **Technology committee-** No report was given.
  - g. **Fundraising Donation Committee (FDC)-** No report was given.
  - h. **Bus Committee-** Bus riders will be issued passes to check on and off the bus. This is for compliance with CHP.
19. **Reports from Board Members-** No report was given.
20. **Other-** Jody Bogle VanDePol shared that she would be cooking and setting up for the Meet and Greet. Moona shared that she is a Certified Medical Interpreter/translator and that through ELAC she will be helping students with homework and site words.
21. **Adjourn to Closed Session-** Dominic DiMare moved to adjourn to closed session. Jody Bogle VanDePol seconded. Motion carried 10:0. The meeting adjourned to closed session at 9:29pm. Roll call:  
 Jim Lockhart- President  
 Dominic DiMare- Vice President

Andy Wallace- Chief Financial Officer  
Don Clark- member (Absent)  
Jeff Geisler- member  
James Darin Hall- secretary  
Jody Bogle VanDePol- member  
Randy Perry- member  
Matt Taylor- member

**22. Reconvene to Open Session and Report of Action Taken, Including Vote Count, During Closed Session-** The meeting reconvened to open session at 10:30 PM. Jim Lockhart had nothing to report.

**23. Adjournment-** Dominic DiMare moved to adjourn the meeting. Randy Perry seconded. Motion carried 8-0 one absent. The meeting closed adjourned at 10:31 PM

**Submitted**

**Approved on**

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Stephen Lewis, Superintendent/ Principal

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James Darin Hall, Secretary

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