

**Friends of Clarksburg Schools  
Delta Elementary Charter School  
P.O. Box 127  
Clarksburg, CA 95612**

**December 6, 2013**

To all present:

The regular meeting of the Governing Board of the Delta Elementary Charter School and the Friends of Clarksburg Schools will be held on **Monday, December 9, 2013**, at the Delta Elementary Charter School, 36230 North School Street, Clarksburg, California **beginning at 6:00 p.m.**

I declare under penalty of perjury that this notice and the attached agenda were posted at or before 6:00 p.m. on December 6, 2013 on the Bulletin Board at:

Delta Elementary Charter School

Aristea Joy Walker  
Recorder

The public meeting is wheelchair accessible at the front of the building. Placarded disabled parking is available in front of Delta Elementary Charter School. This is in accordance with the Americans with Disabilities Act effective January 1, 2003 and Section 54953.2 of the Brown Act. If you are a person with a disability and you need disability related modification or accommodations to participate in this meeting, please contact the School at (916) 744-1200.

**Delta Elementary Charter School/ Friends of Clarksburg Schools**  
**Regular Board Meeting**  
36230 North School Street, Clarksburg, California  
**December 9, 2013**  
**6:00 p.m.**

1. Call to Order, Roll Call and Pledge of Allegiance
  - Jim Lockhart- President
  - Dominic DiMare- Vice President
  - Andy Wallace- Chief Financial Officer
  - James Darin Hall– Secretary
  - Don Clark- member
  - Jeff Geisler- member
  - Matt Taylor- member
  - Randy Perry- member
  - Jody Bogle VanDePol- member
  - Imelda Oseguera-member
  - Sheri Haselhuhn-member
2. Approval of the Agenda
3. Public Comment
4. Request Approval of the Minutes of the Meeting of November 18, 2013 (*Aristea Walker*)  
*pages 5-7*
5. Discussion Student Recognition. (Steve Lewis)
6. Discussion PTC Update. (Joni Krueger)
7. Discussion Conditions for Learning and Teacher Support Update. (Steve Lewis, Jason Knighton)
8. Discussion NWEA Assessment Update. (Steve Lewis)
9. Discussion Afterschool Program. (Randy Perry)
10. Request for Approval of November Vendor Check Report (*Peter Stone*) *pages 8-9*
  - a) \$26K Total With Following Notable Items:
  - b) \$11K Synthesis Partner 1<sup>st</sup> Installment Payment on Architecture for Classroom Project
  - c) \$2K Charter School Financial – Loan Interest Payments
  - d) \$2K Conditions for Leaning – Instructional Consulting Services
  - e) \$2K Charter School Association – Annual Dues
  - f) \$2K Staples Advantage – Various Classroom and Office Supplies
  - g) \$1K PG&E – Utility Bill
  - h) \$1K Ramos Oil Company – Bus Fuel
  - i) \$1K Young, Minney & Corr – Delta Elementary Charter School Legal Fees
  - j) \$1K River Rats Plumbing & Septic – Pumping Out Septic Tank
  - k) \$1K K12 Health – Monthly Nursing Fee
  - l) \$0K First Northern Bank – 13-14 RLOC Interest
11. Other Information Only Items (Peter Stone)

- a) Enrollment Update as of November 30, 2013 *page 10*  
*Enrollment is 1 Over Budget at 345; Openings 9 Total – 7 in 1<sup>st</sup>, 2 in 6<sup>th</sup>; Waitlist 32 Total – 15 in K, 3 in 2<sup>nd</sup>, 1 in 4<sup>th</sup>, 13 in 5<sup>th</sup>*
  - b) Month of November Payroll Check Items with Direct Deposit *pages 11-12*  
*Total Payroll Expense for the Month is \$121K vs \$119K in October*
  - c) Month of November Transaction Detail Extra Duty Pay & OT *page 13*  
*Total Extra Duty is \$.7K vs \$.6K in October*
  - d) November YTD Actuals *pages 14-16*  
*\$585K Revenue and \$622K Expenditures Yield \$36K Excess of Revenue Over Expenditures vs Last Year: \$422K Revenue and \$621K Expenditures Yielding a Loss of \$234K*
  - e) November YTD General Project Profitability Summary *page 17-18*  
*Teacher Account Expenses At \$5.9; Bus and After School Receipts \$30K: Scrip \$3.9K*
12. Donations to Receive and Acknowledge (*Peter Stone*)
    - a) David & Amy Shapiro \$300 *for The Lighthouse Charter School*
    - b) Katherine Bell Alves \$250 *for The Lighthouse Charter School*
    - c) Matthew and Lisa Wood Page \$300 *for The Lighthouse Charter School*
    - d) Tara and Greg Marmulak \$250 *for The Lighthouse Charter School*
  13. Request Approval of Facilities Use Agreement With River Delta Unified School District for the Provision of Four District Classrooms for a Four Year Period July 1, 2014 Through June 30, 2018. (*Peter Stone*) *pages 19-24*
  14. Request for Ratification of Fully Executed Agreement With Yolo County Library for Use of the Clarksburg Library July 1, 2013 Through June 30, 2014 for 320 Students at \$25 Per Student Totaling \$8,000 (*Peter Stone*) *page 25*
  15. Request for Ratification of Fully Executed Agreement With Paychex for Their Full HR Compliance and Payroll Service for \$35.17 Per Month Per Employee Paid Each Month Totaling Approximately \$8,000 for 2013-2014 (*Peter Stone*) *pages 26-40*
  16. Request Approval to Transfer DECS Premium Only Plan Administration from Conexis to Paychex at No Added Cost to DECS and Hereby Approve the Resolutions on Attached Paychex Standard Corporation Resolution and Authorize Peter Stone to Be Plan Administrator and Trustee. (*Peter Stone*) *page 41*
  17. Request Approval of the 2012-2013 Audit With Total Revenue of \$2,101,549, Total Expenditures of \$1,805,869 and an Increase in Net Assets of \$295,680 for the Year. (*Peter Stone*) *pages 42-71*
  18. Request Approval of the 2013-2014 First Interim Budget Report With Total Revenue of \$2,329,550, Total Expenditures of \$2,216,920 and an Increase in Net Assets of \$112,630 for the Year. (*Peter Stone*) *pages 72-73*
  19. Update/Review of New Classroom Construction Project (*Peter Stone*) *page 74-77*
  20. CBO Report (*Peter Stone*)

21. Employee Update (*Aristea Walker, Imelda Oseguera, Sheri Haselhuhn*)

22. Superintendent/ Principal Report (Steve Lewis)

23. Reports from Board Members

24. Adjournment