

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

December 9, 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 December 9, 2013, regular meeting of the Friends of Clarksburg Schools' Board of Directors of Delta Elementary Charter School (DECS) was called to order at 6:04p.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 (arrived at 6:06pm)
Andy Wallace- Chief Financial Officer (absent)
James Darin Hall – Secretary
Don Clark- member
Jeff Geisler- member (absent)
Matt Taylor- member
Randy Perry- member (absent)
Jody Bogle VanDePol- member
Imelda Oseguera- member
Sheri Haselhuhn- member

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

2. **Approval of the Agenda-** Dominic DiMare moved to approve the agenda. Jody Bogle VanDePol seconded. Motion carried 8:0
3. **Public Comment-** A parent of a DECS student commented on Thanksgiving not being celebrated or discussed in her child's classroom. A discussion followed where many opinions and viewpoints were shared.
4. **Request Approval of the Minutes of the Meeting of October 14, 2013 –** Dominic DiMare moved to approve the minutes of November 18, 2013. Don Clark seconded. Motion carried 8:0.
5. **Discussion Student Recognition-** Fourth grade students presented the plays they are writing for the B Street Theatre contest. Their play surrounded Santa being stuck in the chimney and asking, Little Suzie, and the Nutcracker for help.
6. **Discussion PTC Update-** Tiffani Taylor presented that the Pancake Breakfast brought in almost \$3,000. The PTC will be proving hot cocoa and cookies for the last night of the winter concert. The PCT will be hosting a staff holiday lunch on Friday. Funding for the Coloma trip is under control and the Head Lands trip funding is still in the works.
7. **Discussion Conditions for Learning and Teacher Support Update –** Jason Knighton presented "Why Do We Fall?" "To Get Back Up." His discussions with staff yielded the following areas of PBL that required improvement: oral presentations, parental interaction, time for planning and collaboration amongst teachers, and analyzing student writing for content, grammar, and mechanics.
8. **Discussion NWEA Assessment Update-** Matt Taylor presented NWEA MAP testing for 2nd-6th grade. He also presented some of the available data and reports.
9. **Discussion Afterschool Program –** This discussion was deferred since Randy Perry was not present.
10. **Request for Approval of November Vendor Check Report-** CBO Peter Stone presented the November vendor check report. Dominic DiMare made a motion to approve. Don Clark seconded. Motion carried 8:0



11. **Other Information Only Items-** CBO Peter Stone presented several reports.
12. **Donations to Receive and Acknowledge-** Peter Stone presented several donations that were received for Lighthouse Charter. Dominic DiMare made a motion to accept the donations. Don Clark seconded. Motion carried 8:0.
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 presented the Facilities Use Agreement with River Delta Unified School District. Dominic DiMare made a motion to approve. Don Clark seconded. Motion carried 8:0
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 presented the agreement with the Yolo County Library for the use of the Clarksburg Library. A discussion followed. Thoughts and ideas were shared with regards to the use of the library. Don Clark moved to ratify the fully executed agreement with Yolo County Library. Dominic DiMare seconded. Motion carried 8:0.
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 presented the fully executed agreement with Paychex. Dominic DiMare moved to ratify the fully executed agreement with Paychex for their full HR compliance and payroll service. Don Clark seconded. Motion carried 8:0.
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 presented the transfer of DECS premium only plan administration from Conexis to Paychex. Dominic DiMare made a motion to approve. Jody Bogle VanDePol seconded. Motion carried 8:0.
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 presented the 2012-2013 audit. Dominic DiMare made a motion to approve. Jody Bogle VanDePol seconded. Motion carried 8:0.
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 presented the 2013-2014 first interim budget report. Dominic DiMare made a motion to approve. James Darin Hall seconded. Motion carried 8:0.
19. **Update/Review of New Classroom Construction Project-** Peter Stone presented that the DSA appointment is December 19, 2013, for our over-the-counter approval of our building project. Peter presented the plans for the new buildings.
20. **CBO Report-** Peter Stone presented the CBO report. For Lighthouse we have to get the developer to agree to give us the land. The idea is to mirror the layout of a school in Twin Rivers. We would start affordable with portables and then build the brick and mortar buildings as the money comes in.
21. **Employee Update-** Aristeia Walker presented on technology and MAP testing. The fourth grade GLAD unit is on Mission Projects and they are working on geometry. The Fifth is learning about the American Revolution and on December 20, they will be having a holiday meal and leaning about dining etiquette. Sixth grade is learning about fractions and ratios.
22. **Superintendent/ Principal Report-** Steve Lewis presented on working with the school nurse to become compliant with student shot records. Independent Study packets are being given out, to absent students, and hold a high return rate. 233 packets have gone out and 160 have come back; up from last year.
23. **Reports from Board Members-** James Darin Hall presented on some of the changes made for the protection of DECS students and their medications.

Handwritten signature and initials, possibly 'SC' and 'JD'.

24. **Adjournment-** Dominic DiMare moved to adjourn the meeting. Don Clark seconded. Motion carried 8:0. The meeting closed adjourned at 8:34 PM

Submitted _____ **Approved on** _____


Stephen Lewis, Superintendent/ Principal

James Darin Hall, Secretary

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