

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

February 21, 2014

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, February 24, 2014**, 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 February 21, 2014 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
February 24, 2014
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. Discussion Student Recognition. (Steve Lewis)
4. Discussion PTC Update. (Joni Krueger)
5. Employee Update (*Leadership*)
6. Public Comment
7. Request Approval of the Minutes of the Meeting of January 27, 2014 and February 18, 2014 (*Aristea Walker*) pages
8. Discussion Nurse Akerland Update. (Marianne Akerland)
9. Discussion Conditions For Learning Update. (Jason Knighton)
10. Discussion/Action Direction to the Administration on Enrollment Procedures for 2014-15. (Matt Taylor)
11. Discussion/Action on Student Information System to Replace Current System: Direct Staff to Create Team to Draw up Requirements, Create Short List, Budget, Selection Team and Selection Process; Implementation Resources and Timeline. (Jim Lockhart) pages
12. Discussion/Action on Business Analyst /Office Manager Function - Direct Staff to Draw up Requirements for: Job Duties, Requirements, Payroll Range, Posting; Selection Team and its Processes. (Jim Lockhart)
13. Discussion/Action on USC Satisfaction Survey – Direct staff to implement USC Satisfaction Survey for our Parents, Students and Staff. (Matt)

14. Request for Approval of January Vendor Check Report (Peter Stone) pages

- a) \$71K Total With Following Notable Items:
- b) \$11K Synthesis Partners 2nd Installment Payment on New Classroom Project
- c) \$5K Mahoney's Seafood – Crabs for Crab Feed Fundraiser
- d) \$4K Charter School Financial – 2 Loan Payments
- e) \$2K ATS Communications for a New Network Firewall and Install
- f) \$1K Mike Talani – Crab Feed Fundraising Dinner Food Reimbursement
- g) \$1K PG&E – Utility Bill
- h) \$1K Yvette Hall – Art Supplies Reimbursement
- i) \$1K Young, Minney & Corr – DECS Portion of Legal Bills
- j) \$1K Staples – Office Supplies
- k) \$1K Steve Lewis – iPad Reimbursement
- l) \$1K K12 Health – Monthly Nursing Fee
- m) \$32K Payroll Related
 - (i) \$11K Sacramento County Office of Ed – CALSTRS Retirement Contributions
 - (ii) \$7K Kaiser Foundation – Contributions to Medical Insurance
 - (iii) \$6K Sacramento County Office of Ed – CALPERS Retirement Contributions
 - (iv) \$4K Western Health Advantage – Contributions to Medical Insurance
 - (v) \$2K Schools Insurance Authority – Dental and Vision Insurance
 - (vi) \$1K State Disability Insurance
 - (vii) \$1K Midland – Retirement Contribution
 - (viii) \$1K TIAA CREF – Pension2 Retirement Contributions

15. Other Information Only Items (Peter Stone)

- a) Enrollment Update as of February 20, 2014 page
Enrollment is 8 Over Budget at 352; P1 ADA is 13.12 over Budget, Openings 1 Total in 6th; Waitlist 32 Total – 15 in K, 3 in 2nd, 1 in 4th, 13 in 5th as of January 22, 2014
- b) Month of January Payroll Check Items with Direct Deposit
Total Payroll Expense for the Month is \$120K vs \$125K in December (No Stipends in January)
- c) Month of January Transaction Detail Extra Duty Pay & OT
Total Extra Duty is \$.1K vs \$1.3K in December
- d) January YTD Actuals pages
\$997K Revenue and \$903K Expenditures Yield \$94K Gain vs Last Year: \$642K Revenue and \$926K Expenditures Yielding a Loss of \$284K. \$94K Gain is \$34K Over 1st Interim Budget
- e) January YTD General Project Profitability Summary page
Teacher Account Expenses At \$7.2; Bus and After School Receipts \$37K: Scrip \$4.6K

16. Donations to Receive and Acknowledge (Peter Stone)

- a) Richard and Kathleen Zacky Family Foundation \$500 for Delta Elementary Charter School

17. Request Approval for CBO to Refinance All Our Existing \$750K in Debt With a Fully Amortized 10 Year Loan At An Interest Rate Not to Exceed 5.75% Fixed for the First

Seven Years and WSJ Prime Plus 1.25% for the Final Three Years Not to Exceed 7.00% With No Prepayment Penalty Using All Owned Buildings as Collateral With Up to \$10K in Collateral Guarantee and/or Loan Origination Costs. (Peter Stone)

18. CBO Report (Peter Stone)

19. Superintendent/ Principal Report (Steve Lewis)

20. Reports from Board Members

21. Adjourn to Closed Session

- a) Personnel Evaluations, Searches, Appointments, Employment, Complaints, Discipline, Dismissals, Non-reelects and Releases
 - i) Public Employee(s) Evaluation:
 - (a) Administrative
 - (b) Certificated
 - (c) Classified
 - (d) Classified Management/Confidential
 - (e) Management -- Superintendent's Evaluation
 - ii) Public Employee(s): Searches, Appointment, Employment
 - (f) Discussion/Action of Certificated Contracts
 - a. Approved Teacher's Contracts
 - (g) Discussion/Action of Superintendent/ Principal Contract
 - (h) Discussion/Action of Classified Position
 - iii) Public Employee(s): Complaint, Discipline, Dismissal, Non-Reelects, & Release
- b) b) Possible or Pending Litigation or Litigation or Negotiation [Government Code 54956.9(a) (b) (c)]

22. Reconvene to Open Session and Report of Action Taken, Including Vote Count, During Closed Session

23. Adjournment