

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

**May 12, 2014**

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.

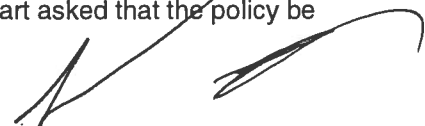
1. **Call to Order, Roll Call and Pledge of Allegiance-** The May 12, 2014, regular meeting of the Friends of Clarksburg Schools' Board of Directors of Delta Elementary Charter School (DECS) was called to order at 6:03p.m. by Board President Jim Lockhart at Delta Elementary Charter School in Clarksburg, California.

Roll call of directors:

Jim Lockhart- President  
Dominic DiMare- Vice President (arrived 6:05pm)  
Andy Wallace- Chief Financial Officer  
James Darin Hall – Secretary  
Don Clark- member (arrived 6:05pm)  
Jeff Geisler- member  
Matt Taylor- member (arrived 6:12pm)  
Jody Bogle VanDePol- member  
Imelda Oseguera- member

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

2. **Approval of the Agenda-** Matt Taylor moved to approve the agenda. Andy Wallace seconded. Motion carried 6:0
3. **Discussion Student Recognition-** Kindergarten students shared their inventions for PBL.
4. **Public Comment-** None
5. **Discussion PTC Update-** Joni Kruger presented on the Cinco-de-mayo fundraiser not being as large as it was in previous years. The Scholastic book fair will be this week in one of the new classrooms; before and after school as well as during PBL. Friday is safety day at DECS. On May 30<sup>th</sup> food trucks will be coming to DECS for the end of school celebration as well as to celebrate Mrs. Gomes' retirement. June 5<sup>th</sup> is our school wide field day.
6. **Employee Update-** Mrs. Belair presented class lists and next year's placement. MAP data will be using in next year's placements. Placement results will be given out during the schools Meet and Greet.
7. **Request Approval of the Minutes of the Meeting of April 14, 2014-** Bogle VanDePol requested to amend the agenda with her leaving immediately before Superintendent/Principal Report. She was not present in closed session. Matt Taylor moved to approve the minutes of April 14, 2014. Andy Wallace seconded. Motion carried 8:0.
8. **Discussion/Action for Request Approval of Curriculum Reviews and Recommendations-** Mrs. Belair presented on the curriculum proposal for next year. Her recommendation is to adopt 1<sup>st</sup> and 2<sup>nd</sup> books and online curriculum. 3<sup>rd</sup> to 6<sup>th</sup> will be online curriculum only. Each grade level would share a set of Chromebooks in a cart. The online curriculum subscriptions are only a year so each year we would get completely new and up to date materials. The Chromebooks will be purchased in waves so that we are not having to replace large amounts of them in the future as the technology ages out. A discussion followed surrounding our broadband capabilities and broadband projects we have in the works. Jim Lockhart asked if we could table this discussion until the May 19, 2014, Board meeting so we have time to figure out what Frontier can do for us as far as additional broadband and the cost of that broadband.
9. **Discussion/Request for Approval of the Revised Medicine Administration Policy-** Peter Stone shared info and data on the medicine cabinet. He shared the DECS process and the new recommended policy: 2 cabinets for storing medications. 1 has non-controlled substances and has 1 lock. The second cabinet has controlled substances and has 2 locks for a two person control of all medications. Pills will be tallied each time that they are given out. Parents will give us no more than a 10 day supply of any controlled substance. Jim Lockhart asked that the policy be



amended to state under auditing "if there is an unresolved discrepancy found a written notice should be sent to the Board." James Darin Hall motioned to approve the policy as amended. Andy Wallace seconded. Motion carried 9:0

10. **Request for Approval of April Vendor Check Report**– CBO Peter Stone presented the April vendor check report. Andy Wallace made a motion to approve. Dominic DiMare 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 donations that were received the Lighthouse Charter. Dominic DiMare made a motion to accept the donations. Jim Lockhart seconded. Motion carried 8:0.
13. **Request Approval in the 2014-2015 School Year to Change Monthly Payroll Calculation Methodology to 1) Match the Method Now Used by SCOE; 2) Reduce Complexity; 3) Match CalPERS & CalSTRS 11 Month Payment Contributions; 4) Deducting a Uniform Amount Each Month to Continue to Offer a July Check For All Full Time Employees With an Estimated Under \$300 Total Added Annual Interest Cost on the Revolving Line of Credit** – Dominic DiMare motioned to approve change to monthly payroll calculations. Matt Taylor seconded. Motion carried 8:0.
14. **Request Approval to Change the Bylaws in the Fourth Line of "Section 3 Designated Directors and Terms" From "four parents/guardians" to "four parents/former parents/guardians/former guardians"**– Dominic DiMare moved to approve the change to the bylaws from "four parents/guardians" to "four parents/former parents/guardians/former guardians". Don Clark seconded. Motion carried. 5:2:1. Matt Taylor and Jeff Geisler voted against and James Darin Hall abstained.
15. **Request Ratification of Building Lease Agreement From Leaders & Scholars, LLC for \$109,470**– Dominic DiMare moved to approve the ratify the building lease agreement from Leaders & Scholars, LLC. Jody Bogle VanDePol seconded. Motion carried 8:0.
16. **Request Approval to Authorize CBO to Start Negotiations With First Northern Bank and/or Another Financial Institution For a New July 1, 2014 to November 15, 2015 Revolving Line of Credit for DECS in an Amount not to Exceed \$600K With an Interest Rate Not to Exceed 5.75% and Points Not to Exceed .75%**– Andy Wallace motioned to authorize the CBO to start negotiations with First Northern Bank and/or Another Financial Institution For a New July 1, 2014 to November 15, 2015 Revolving Line of Credit for DECS in an Amount not to Exceed \$600K With an Interest Rate Not to Exceed 5.75% and Points Not to Exceed .75%. Don Clark seconded. James Darrin Hall asked if we have shopped out other banks for a better price. A discussion followed. Peter Stone requested that a change be made to the amount of the motion from \$600K to \$750K. Motion carried as amended 8:0.
17. **CBO Report**– Peter Stone presented the CBO report. First Northern Bank is approving a loan of \$750K. The construction fence around the new classrooms should be down by Wednesday. The shade structure slab should be done by next week. The new bells and phones will be done soon.
18. **Superintendent/ Principal Report**– Steve Lewis presented on the 15 or so IEPs that have been rescheduled for the next few weeks. They have all been covered my SCOE and the District. Both SCOE and the District have been an immense help in getting everything covered. Students will be receiving services. Mr. Lewis has scheduled 504 meetings with Ms. Uslan for the 6<sup>th</sup> graders that will need services next year. At the ELAC parents wanted to know what DECS will be doing about common core. They also asked for healthier lunches and breakfast for our students, and if students could eat more food from our school garden. Mr. Lewis working with parents to create a matrix that would track parent volunteer hours. Teacher interviews are going well. They had over 70 applicants. Mr. Lewis conducted 20 one on one interviews and 7 candidates were selected for demo classes. This pool of candidates does not include the special educations position. He will be meeting with Revolution Food for the Lighthouse Charter.
19. **Reports from Board Members**– Don Clark presented on how amazing the Coloma trip was. He found it fun and educational. His only concern was the missed opportunity in teach proper nutrition to our students. He was very displeased by the food and snacks that were being served to the students. This was a great opportunity to piggy back off of our last PBL on nutrition and really teach our kids how to eat well. Matt Taylor presented on Bill AB1531. This Bill has passed the education committee and is now stuck in appropriation.
20. **Adjourn to Closed Session** – Don Clark moved to adjourn to closed session. Dominic DiMare seconded. Motion carried 8:0. The meeting adjourned to closed session at 8:00 PM. Roll call:

Jim Lockhart- President  
Dominic DiMare- Vice President  
Andy Wallace- Chief Financial Officer  
Don Clark- member  
Jeff Geisler- member  
James Darin Hall- secretary  
Jody Bogle VanDePol- member  
Matt Taylor- member

21. **Reconvene to Open Session and Report of Action Taken, Including Vote Count, During Closed Session-** The meeting reconvened to open session at 9:20 PM. Jim Lockhart reported that the Board accepted Steve Lewis's recommendation to hire Vanesa Belair as the Vice Principal for the next school year. Motion carried 8:0.
22. **Adjournment-** Dominic DiMare moved to adjourn the meeting. Don Clark seconded. Motion carried 8:0. The meeting closed adjourned at 9:20 PM

**Submitted**

**Approved on**

  
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Stephen Lewis, Superintendent/ Principal

  
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James Darin Hall, Secretary

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