

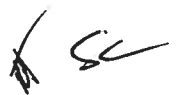
**Minutes
of the Regular Meeting
of the Friends of the Clarksburg Schools
Board of Directors
of the Delta Elementary Charter School**

August 11, 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 August 11, 2014, regular meeting of the Friends of Clarksburg Schools' Board of Directors of Delta Elementary Charter School (DECS) was called to order at 6:15p.m. by Board President James Darin Hall at Delta Elementary Charter School in Clarksburg, California.
Roll call of directors:
 - James Darin Hall - President
 - Dominic DiMare- Vice President (arrived 7:36pm)
 - Jim Lockhart - Chief Financial Officer
 - Matt Taylor – Secretary
 - Don Clark- member
 - Andy Wallace- member (absent)
 - Jody Bogle VanDePol- member (absent)
 - Phil Ogilvie- member (arrived 6:35pm)
 - Matt Best- member
 - Jonathan Pratt- member
 - Yvette Hall- memberSuperintendent/ Principal Stephen Lewis, CBO Peter Stone, and Aristeia Walker (recorder) were also present. James Darin Hall led the pledge of allegiance.
2. **Formal Seating and Swearing in of Board Directors, Returning Parent Representative James Darin Hall, and Staff Representatives Jonathan Pratt and Yvette Hall –** Jim Lockhart swore in Parent Representative James Darin Hall and Staff Representatives Jonathan Pratt and Yvette Hall.
3. **Approval of the Agenda-** Peter Stone requested to delete item 10. Don Clark motioned to approve the agenda as amended. Jim Lockhart seconded. Motion carried 5:0
4. **Public Comment-** Aristeia Walker presented some of the tech needs for the school and that she will have public comment sign-up sheets ready to go for the next Board meeting. Yvette Hall asked about staff representatives voting on the Board. Matt Taylor explained that the change came from the Lawyers. Doc Clark ask that the Board revisit the conversation with the Lawyers to see if we can get more clarification.
5. **Request Approval of the Minutes of the Meeting of July 14, 2014 and July 28, 2014-** Jim Lockhart moved to approve the minutes of July 14, 2014. Matt Best seconded. Motion carried 5:0. Jim Lockhart moved to approve the minutes of July 28, 2014. Matt Best seconded. Motion carried 5:0.
6. **Discussion Communication Expectations from Staff to the Board –** James Darin Hall discussed the idea of having a list of issues that Steve Lewis would need to notify the board on. Steve Lewis asked if his weekly report is sufficient. Matt Best along with other Board members suggested the following items be on that list:
 - a. If Police/fire/media are on site
 - b. Staff/personnel issues (notification to go to Board President and Vice President only)
 - c. Events that are important and Board would likely be asked to comment on.
 - d. Steven Lewis's Weekly update**----Phil Ogilvie arrived at 6:35pm-----**

James Darin Hall added that there has to be a way for the board to communicate to him so that Steven Lewis has one list of priorities from the whole board, not individual Board members. Don Clark asked to continue the discussion at a later Board meeting and come up with some guidelines.
7. **Discussion "Consent" Items on the Agenda –** Steve Lewis shared on his ideas on how to streamline board meetings. Peter Stone discussed a consent calendar. The consent calendar would allow the Board to quickly vote on



regular items and if an item requires discussion it can be dropped into the regular agenda at the meeting. Everything else would be voted for and approved or not approved all at once. There would be two categories: Consent items and Action Items.

8. **Request for Approval of July Vendor Check Report**– CBO Peter Stone presented the July vendor check report. Jim Lockhart made a motion to approve. Matt Best seconded. Motion carried 6:0.
9. **Other Information Only Items**– CBO Peter Stone presented several reports. Matt Best suggested that we remove items b and c from the vendor check report. Peter Stone will only bring these items if a big change has occurred.
11. **Request Approval of Revised Business Analyst Job Requirements and Ratification of Decision to Use a Recruiter for the Position At a Cost of 25% of First Year Salary** – Matt Taylor motioned to approve the revised business analyst job requirements and ratify the decision to use a recruiter for the position at the cost of 25% of the first year salary. Jim Lockhart seconded. Motion carried 6:0.
12. **Request Ratification of Decision to Extend Our Current WHA and Kaiser Health Plan Designs Based on New State Law SB1446 At An Added Cost of \$8,000 for the Year** – Jim Lockhart made a motion ratify the decision to extend our current WHA and Kaiser health plan designs based on new state law SB1446 at an added cost of \$8,000 for the year. Matt Taylor seconded. Peter Stone clarified that this change back to our previous plans is because the state of CA approved the old plans for one more year. A discussion followed. Matt Taylor suggested that we have a conversation with staff in March so they can be prepared for the changes in health care coverage next year. Matt Best suggested he Jonathan Pratt, Yvette Hall, Peter Stone and the broker explore more options for next year. Motion carried 6:0.
13. **The Board Approves Authorizing First Northern Bank of Dixon to Give the Individual in the Business Analyst Position As a “Non-Signer” Account Balance & Transaction Information As Well As Online Banking View Only Account Balance & Transaction Information for All Our Checking & Loan Accounts Including PTC; FOCS; and L&S, Inc and LLC** – Jim Lockhart motioned to approve authorizing First Northern Bank of Dixon to give the individual in the Business Analyst Position as a “Non-Signer” account balance and transaction information as well as online banking view only account balance and transaction information for all our checking and loan accounts including PTC; FOCS; and L&S, Inc and LLC. Don Clark Seconded. Motion carried 6:0.
14. **The Board Approves Authorizing First Northern Bank of Dixon to Give the Chief Business Officer As a “Non-Signer” Account Balance & Transaction Information As Well As Online Banking View Only Account Balance & Transaction Information for the PTC Account In Addition to the Current Authorities Granted** – Jim Lockhart motioned to approve authorizing First Northern Bank of Dixon to give the Chief Business Officer as a “Non-Signer” account balance and transaction information as well as online banking view only account balance and transaction information for the PTC account in addition to the current authorities granted. Matt Taylor seconded. Matt Taylor asked that Peter Stone check to see if the online banking fee has been removed. Motion carried 6:0.
15. **Request Approval for the Assistant Principal to Be Added to the Authorized Check Signer List for the General Account and ASB Account For Amounts Up To \$5,000** – Jim Lockhart motioned for approval for the Assistant Principal to be added to the authorized check signer list for the general account and ASB account for the amounts up to \$5,000. Phil Ogilvie seconded. Motion carried 6:0.
16. **Discussion/Request Approval to Make a Donation to Leaders & Scholars Inc. For Initial Crab Feed and Other Operating Expenses** – Matt Best motioned for the approval to make a donation to Leaders & Scholars Inc. for initial Crab Feed and other operating expenses in the amount of \$6,000. Don Clark seconded. Motion carried 6:0.
17. **CBO Report**– Peter Stone presented on the Verizon tower project. Matt Taylor shared CCSA putting in LTE. Peter Stone has been working with Schools Insurance Company on our insurance on our new portables. A discussion followed.
----Dominic DiMare arrived at 7:36pm----
18. **Discussion/Action Review the DECS Charter Draft**– Steve Lewis presented that the District Board had a lot of questions but they are very supportive. Steve Lewis has been collaborating and updating the Charter. Steve Lewis suggested he work with Matt Taylor, Matt Best, and Jim Lockhart to finalize the charter. Steve Lewis was instructed to not give Don Beno the charter on Wednesday; he will only ask Don Beno questions. Matt Taylor shared that some

charters are now adding a reflections section at the beginning of their Charters. Steve Lewis will bring the completed charter to the September 8, 2014, Board meeting for final Board approval before it is turned into the District.

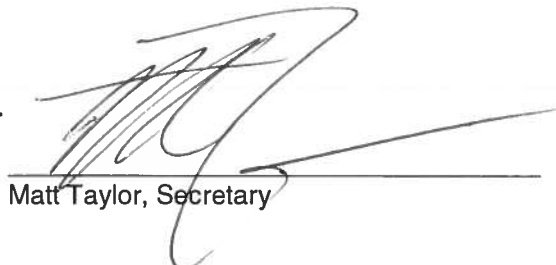
19. **Discussion/Action Teacher Evaluation Tool, Initiatives 1.1-1.6**– Steve Lewis presented the new teacher evaluation tool that he created along with Jason Striker. A discussion followed. The Board suggested no high stakes, rolling this out over 3 years, and to have the staff weigh in.
20. **Discussion Annual Plan Update**– Steve Lewis presented the use of the dashboard and having that available with Google Docs or other product for the board. Matt Taylor suggested looking into Smart Sheet instead of Google Docs.
21. **Superintendent/ Principal Report**– Steve Lewis presented his report in conjunction with the previous items.
22. **Reports from Board Members**– Matt Taylor presented that PTC raised 23k on school stuff. The book fair will be open at back to school night again this year. The fall festival will be the same night as the home football game. Mexican independence dinner will have a mariachi band. Matt Taylor met with Amy Bettencourt from the district because she is interested in MAP testing and she wants to come and see it in action at DECS.
23. **Adjourn to Closed Session** – Dominic DiMare moved to adjourn to closed session. Jim Lockhart seconded. Motion carried 7:0. The meeting adjourned to closed session at 9:26 PM. Roll call:
 - James Darin Hall- President
 - Dominic DiMare- Vice President
 - Jim Lockhart- Chief Financial Officer
 - Matt Taylor- secretary
 - Don Clark- member
 - Andy Wallace- member (absent)
 - Jody Bogle VanDePol- member (absent)
 - Phil Ogilvie- member
 - Matt Best- member
24. **Reconvene to Open Session and Report of Action Taken, Including Vote Count, During Closed Session**- The meeting reconvened to open session at 10:02 PM. James Darin Hall reported that the Board approved hiring the business analyst. Motion carried 7:0. Adjusting all instructional aids hours to 8 hours per day. Motion carried 7:0. The hiring of Linda Williams as after school coordinator. Motion carried 7:0. Provide authority to hire an after school assistant if After School Program gets 27 students. Motion carried 7:0.
25. **Adjournment**- Dominic DiMare moved to adjourn the meeting. Don Clark seconded. Motion carried 7:0. The meeting closed adjourned at 10:05 PM

Submitted

Approved on



Stephen Lewis, Superintendent/ Principal



Matt Taylor, Secretary

ajw