

REGULAR MEETING OF THE BOARD OF DIRECTORS

SAN CARLOS CHARTER LEARNING CENTER

June 8, 2016 6:00 PM — Open Session 7:30 PM

San Carlos Charter Learning Center Office & Library, 750 Dartmouth Ave., San Carlos, CA,

Present: Jason Gische, Matt Kowitt, Jessica Burtis Linderman, Alice Miller, Olin Palmer (\*),  
Sonya Sigler, Julie Weinstein

Absent: Danielle de Brier, Robert Porter

1. CALL TO ORDER at 6:10 PM
2. ADJOURN TO CLOSED SESSION (SCCLC Office)
  - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Title: Director
  - b. PUBLIC EMPLOYEE APPOINTMENT: Title: Educator
  - c. PUBLIC EMPLOYEE APPOINTMENT: Title: Educator
  - d. PUBLIC EMPLOYEE APPOINTMENT: Title: Educator
3. RECONVENE TO OPEN SESSION at 7:40 PM (Library)
4. REPORT FROM CLOSED SESSION
  - a. *The board unanimously approved the hire of a 1.0 FTE educator at the 3/4 level and a 1.0 FTE educator at the 5/6 level*
5. COMMUNICATIONS
  - a. COMMUNITY COMMENTS -
    - i. *No community comments*
  - b. RECOGNITION OF THE COMMUNITY -
    - i. *Stacey recognized the 8th graders and the graduating families. Congrats to the graduates*
    - ii. *Jessica recognized the staff and the community for a great school year*
    - iii. *Stacy - Thanks to Karen Molinari on her help with the groundbreaking event*
    - iv. *Stacy - Thanks to the PRT parents who hosted the incoming kindergarten parents during the playdate*
    - v. *Stacy - Thanks to the K-1 Educators for hosting the Kinder playdate on a Saturday*
    - vi. *Stacy - Thanks to Gwynne, Charlene and the community member who helped pack the old gym*
6. SPECIAL RECOGNITION
  - a. THANK YOU TO MARIANNE PETERSEN (Stacy, Matt)
    - i. *Formal recognition and thanks to Marianne in honor of her fifteen years of service to SCCLC upon the occasion of her retirement.*

*The board took a short recess*

7. CONSENT AGENDA

- a. Approve minutes from 5/11/2016 Regular Meeting
- b. Approve minutes from 6/4/2016 Special Meeting
- c. SELPA resolution adding Connect Charter to the SMC SELPA

*Sonya moved to approve, Alice seconded the motion; consent agenda passed unanimously*

8. ANNUAL MEETING OF THE CORPORATION

- a. Financial Picture (Jessika)

*Report on financial position of SCCLC*

- b. Curriculum Update (Stacy)

*Report on operations and curriculum of SCCLC*

9. REPORTS / DISCUSSION

- a. FINANCE REPORT (Jessika)

*The board reviewed the budget and current finances, and final review of 2016-2017 budget proposal*

*(\*) Olin leaves the meeting at this point*

- b. DIRECTOR'S REPORT (Stacy)

*i. Update on current happenings at the school*

*ii. Working on a groundbreaking event for the new facility - tentative June 17*

*iii. We have hired a long term substitute for Heidi's maternity leave*

*iv. Enrollment update*

- c. FACILITIES UPDATE (Stacy)

*i. Update on new facilities, including the 6/17 groundbreaking*

- d. LOCAL CONTROL ACCOUNTABILITY PLAN (Stacy)

*i. Update on the annual revision to SCCLC's LCAP.*

10. OLD BUSINESS

- a. CHARTER RENEWAL AND STRATEGIC PLANNING (Stacy)

*i. Update on strategic planning process and charter renewal effort.*

- b. RETIREMENT HEALTHCARE BENEFITS (Jessika)

*i. Proposal for new retirement healthcare benefit policy.*

*ii. Julie moves to approve proposal for new retirement healthcare benefits policy; Jason seconded the motion; motion approved unanimously (\* Olin not present)*

- c. GC PARENT ELECTION (Jason)

*i. Final report on GC election. Proposal for appointment of parent directors for term beginning July 1, 2016.*

1. Jason moves to approve resolution to appoint Leigh Cassamento and Matt Kowitt for 2 year terms starting July 1, 2016; Alice seconded the motion. Motion passed unanimously (\* Olin not present)
      - d. 2016-2017 SCHOOL CALENDAR (Stacy)
        - i. Alice move to approve proposed adjustment to the 16-17 school calendar to modify the week of parent-teacher conferences one week earlier, to the week of October 10th; Sonya seconded the motion. Passed unanimously. (\*Olin not present)
11. NEW BUSINESS
  - a. BACK OFFICE SERVICE CONTRACT (Stacy)
    - i. Proposal for renewal of SCCLC's contract with EdTec for business services in 2016-2017
      1. Jason moved to ratify the proposed agreement with EdTec; Alice seconded the motion. Motion passed unanimously (\* Olin not present)
  - b. LEADERSHIP RETREAT (Stacy) - preliminary discussion of dates/plans/assignments for board retreat
 

*topic postponed to a future meeting*
12. AGENDA SETTING
  - a. JUNE SPECIAL MEETING (Stacy, Matt) - setting a date for a Special Meeting later in June 2016 for LCAP and Budget approval.
    - i. Tentatively scheduled for 6/22/16 @ 7pm
13. ACTION ITEM REVIEW
  - a. Stacy to send email to community regarding new educators for school year 2016/2017
  - b. Stacy send email to the community regarding the calendar change
  - c. Jessika to send the budget to the board review
14. ADJOURN 9:56pm