

**REGULAR MEETING OF THE BOARD OF DIRECTORS
SAN CARLOS CHARTER LEARNING CENTER**

December 12, 2018 7:30 PM

SCCLC Room 304, 750 Dartmouth Avenue, San Carlos, CA 94070 and
Best Western Premier Hotel Del Mar, 720 Camino Del Mar, Del Mar, CA 92014

- 1. CALL TO ORDER at 7:30 PM**
- 2. COMMUNICATIONS**
 - a. COMMUNITY COMMENTS – Community members (including staff and GC) are encouraged to make comments. However, by law, if you wish to engage in a discussion with the GC, the topic must be on the agenda. Contact a GC member, or the Director, to discuss adding topics to the agenda.
 - b. RECOGNITION OF THE COMMUNITY – Recognize the achievements of our community’s members and their contributions to the community. Send suggestions to a GC member if you are not able to attend.
- 3. CONSENT AGENDA**
 - a. Approve minutes from October 10, 2018 Regular Meeting
 - b. Approve minutes from November 14, 2018 Regular Meeting
 - c. Approve 2018-19 AESOP MOU with SCSD
- 4. REPORTS/DISCUSSION**
 - a. LEARNER SERVICES REPORT (Laura McNabb) – Annual report on Special Education at SCC
 - b. EXECUTIVE DIRECTORS REPORT (Stacy Emory) – Update on current happenings at the school
 - c. FINANCE REPORT (Jessika Welcome) – Update on budget and finances
 - d. FACILITIES (Stacy) – Update on developments at SCC’s campus
- 5. OLD BUSINESS**
 - a. EMPLOYEE HANDBOOK (Jessika) – Updates to the Employee Handbook following legal review
 - b. JOB DESCRIPTIONS AND STATEMENT OF AGREEMENT FOR BOARD MEMBER POSITIONS – A continuation of work begun at the 2018 Board Retreat
- 6. NEW BUSINESS**
 - a. ALLOWANCE FOR ATTENDANCE DURING EMERGENCY CLOSURE – To retain state funding for the emergency closure of SCCLC on 11/16/2018, Form J-13A requesting approval of attendance and instructional time credit will be presented to the board for approval.
 - b. ENROLLMENT CAP DECREASE (Stacy) – Proposal to decrease 6th grade cohort size to 44
 - c. ENROLLMENT POLICY – Proposed updates to existing policy
 - d. ANNUAL SCHOOL AUDIT – Presentation of school audit report for prior school year
 - e. AUDIT COMMITTEE POLICY – Proposed updates to existing policy
- 7. ACTION ITEM REVIEW**
- 8. ADJOURN**

The order of agenda items may be changed at the meeting.
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The San Carlos Charter Learning Center adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact us at least 48 hours in advance at jwelcome@scclc.net. All efforts will be made for reasonable accommodations.