

**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**SAN CARLOS CHARTER LEARNING CENTER**  
October 9, 2019 at 7:00 PM  
SCC Room 302/CC, 750 Dartmouth Ave, San Carlos, CA 94070

*In attendance: Leigh Casamento, Inga Davis, Julia Fox, Alice Miller*

*Absent: Kristen Pezone, Robert Porter, Irene Thomas*

- 1. CALL TO ORDER at 7:29 PM**
- 2. COMMUNICATIONS**
  - a. COMMUNITY COMMENTS – Community members (including staff and BOD) are encouraged to make comments. However, by law, if you wish to engage in a discussion with the BOD, the topic must be on the agenda. Contact a BOD member, or the Executive Director, to discuss adding topics to the agenda.
- 3. BOD PARENT ELECTION RESULTS** – Resolution to seat Melissa Riccio and Carolyn Davies Lynch to open parent member seats through 6/30/2020  
*Julia moves to approve resolution. Alice seconded. Motion passes unanimously. Alice leaves at 7:34 p.m.*

*In attendance: Leigh Casamento, Inga Davis, Julia Fox, Carolyn Davies Lynch, Melissa Riccio*

*Absent: Alice Miller, Kristen Pezone, Robert Porter, Irene Thomas*

- 4. ADJOURN TO CLOSED SESSION**
  - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Title: Executive Director (Government Code §54957)  
*Postponed*
- 5. RECONVENE TO OPEN SESSION**
- 6. REPORT FROM CLOSED SESSION**
- 7. CONSENT AGENDA**
  - a. Approve minutes from September 11, 2019 Regular Meeting
  - b. Approve minutes from September 14, 2019 Special Meeting  
*Julia moved to approve the Consent Agenda. Inga seconded. Motion passed unanimously.*
- 8. REPORTS/DISCUSSION**
  - a. EDUCARE REPORT – Update on Educare at SCC
    - *Enrichments enrollment is high*
    - *Annual plan membership is up this year*
  - b. EXECUTIVE DIRECTOR'S REPORT – Update on current happenings at the school
    - *Cyndi Hunter has been working hard on the new SCC garden, and we greatly appreciate all of her efforts.*
    - *Welcome Garden is under construction.*

- *Holden Kowitt's Eagle Scout project involves planting the triangle near the staff parking lot with native plants*
  - *We are soliciting quotes on potential shade structures*
  - *Facilities punch list still includes drainage, upper deck, and stairs*
  - *Jason Gische working on the website*
  - *Meeting with SCEF next Wednesday*
- c. FINANCE REPORT – Update on budget and finances
- *Very little change in the bottom line. Still projecting a net deficit of (\$238k) for the year.*

**9. NEW BUSINESS**

- a. CA SCHOOL DASHBOARD – Report out on local indicators

**10. OLD BUSINESS**

- a. BOARD ROLE ASSIGNMENT – Assignment of 2019-20 BOD roles
- *To be formally determined at a subsequent meeting when all parent members are present*
- b. FACILITIES USE AGREEMENT – Facilities agreement with SCSD
- *Stacy and Leigh met with the SCSD Superintendent to discuss changes; new contract might include higher rent for Educare portable*
- c. SUCCESSION PLANNING – Succession planning for both executive leadership and board members

**11. ADJOURNED at 10:13 pm**

The order of agenda items may be changed at the meeting.

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