

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

November 9, 2011 7:30 PM

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

**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 our community. Send suggestions to a GC member if you are not able to attend.

**3. CONSENT AGENDA**

- a. Approve minutes from October 12, 2011 Regular Meeting
- b. Approve revised Enrollment Policy
- c. Receive monthly transactions report for October 2011 activity
- d. IRS Form 941 Employer's QUARTERLY Federal Tax Return
- e. Receive Educare Financial Statement through October 2011

**4. NEW BUSINESS**

- a. EMPLOYEE BENEFIT CHANGE (Chris Mahoney / Sonya Sigler) - Modification of the staff employment benefit of enrollment preference for "children of staff"; expanding the meaning of "children of staff" to include designated children, with limitations. **DECISION EXPECTED.**

**5. REPORTS / DISCUSSION**

- a. SCCLCFA FUNDRAISING (Chris Mahoney) - Update on SCCLC's site base fundraising through the SCCLCFA, including an update on last month's chili cook-off fundraiser.
- b. BUDGET UPDATE (Chris Mahoney) - Update on current year budget, including year-to-date numbers.
- c. CURRICULUM REPORT (Stacy Emoy) - In-depth report on service learning, it's history and context at CLC, and our current practice.
- d. DISTANCE LEARNING (Chris Mahoney) - Report on new efforts exploring different distance learning models, including work with Vidy.
- e. STAFF COMPENSATION FRAMEWORK (Tom Hausken) - Interim report and discussion of policies and procedures for the compensation of SCCLC's staff. No Decision Expected.

**6. OLD BUSINESS**

- a. SCCLC CLASS CONFIGURATIONS (Marianne Petersen / Chris Mahoney) - Continuing discussion of possible scenarios for class configurations for 2012-2013 and beyond. No Decision Expected
- b. SPECIAL EDUCATION (Chris Mahoney) - Discussion of SCCLC's Special Education Options for 2012-2013 and beyond. Consideration of becoming an independent LEA for special education, and if so of what SELPA to join. No Decision Expected.
- c. SCEF FUNDRAISING (Chris Mahoney) - Presentation and discussion of the budget allocation for SCEF funding to SCCLC for the current school year. **DECISION EXPECTED.**
- d. POLICIES FOR GOVERNANCE (Matt Kowitt) - Continuing discussion of new or revised

governance policies for SCCLC operating as an independent nonprofit corporation. First reading for the following policy drafts (No Decisions Expected):

- i. Audit Committee
  - ii. Compensation Review Policy
  - iii. Document Retention Policy
  - iv. Expense Reimbursement Policy
  - v. Joint Venture Policy
  - vi. Whistleblower Policy
  - vii. Gift Policy
  - viii. Bank Accounts Policy
  - ix. Position Control Policy and Procedure
- e. CHARTER RENEWAL PROCESS and District MOU (Matt Kowitt / Sonya Sigler) - Discussion of the process we'll follow for Charter Renewal and developing a new MOU with the District, including discussion of SCSD school board trustee's views on the subject. No Decision Expected.

7. ACTION ITEM REVIEW
8. ADJOURN