

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

March 14, 2012 6:30 PM

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

OPEN SESSION STARTS 7:30 PM

Present: Irene Thomas, Matt Kowitt, Tom Hausken, Lynette Hovland, Colleen McPeek

Absent: Janae Novotny, Jason Gische, Mike Vargo

Also Present: Stacy Emory, various community members

1. CALL TO ORDER: 6:36 pm

2. ADJOURN TO CLOSED SESSION

3. RECONVENE TO OPEN AND REPORT OUT FROM CLOSED SESSION: 7:46 pm

- a) **BOD approved a change in the FTE allocation for the McPeek/Bradley job share beginning 2012/2013**
- b) **Approved making an appointment to the Director of Learner Services and Special Education.**
- c) **Approved staff invitation letters for 2012/2013**

4. COMMUNICATIONS

- a) **COMMUNITY COMMENTS:** Need judges for April 17th ROPES
- b) **RECOGNITION OF THE COMMUNITY:**
 - i) Amy Truel and PRT wants to recognize all Spring Fling volunteers for their amazing work
 - ii) Talent show was amazing!
 - iii) Gwynne would like to recognize Stacy Emory for gracefully stepping into Chris Mahoney's size 13s and keep this place running
 - iv) Stacy would like to recognize the staff for all their support during Chris' absence. They have been so great and supportive.
 - v) Stacy would like to recognize the GC, SCSB and Superintendent Baker for all their hard work on the Charter renewal process.

5. CONSENT AGENDA

- a) Approve minutes from February 1, 2012 Special Meeting
- b) Approve minutes from February 8, 2012 Regular Meeting
- c) Approve minutes from February 15, 2012 Special Meeting
- d) Approve minutes from March 3, 2012 Special Meeting
- e) Receive monthly transactions report for February 2012 activity
- f) Receive Educare Financial Statement through February 2012
 - i) Items b and e will be reviewed at a later meeting
 - ii) Irene made a motion to approve the consent agenda minus items b and e. Tom seconded. Passed unanimously

6. REPORTS / DISCUSSION

- a) **BUDGET UPDATE:** Reviewed the second interim budget report.
 - i) Tom made a motion to adopt the second interim budget report. Matt seconded. Passed unanimously
- b) **ENROLLMENT LOTTERY:** Report on the recently-held enrollment lottery for 2012-2013.

7. OLD BUSINESS

- a) SCHOOL CALENDAR FOR 2012-2013: Reviewed final calendar for 2012/2013 school year.
 - i) Lynette made a motion to approve the 2012/2013 calendar. Colleen seconded. Passed unanimously.
- b) CHARTER RENEWAL PROCESS: Charter was approved by SCSD on March 8, 2012. Final review of charter renewal process and lessons learned.
- c) MEMORANDUM OF UNDERSTANDING: Discussed process of what is expected to be a multi-year MOU to work in conjunction with the newly-approved charter.

8. NEW BUSINESS

- a) HIRING PROCESS: Discussed hiring process for internal positions.
 - i) Matt made a motion to delegate Irene as GC member focused on hiring as per staff handbook section 6.28. Lynette seconded. Passed unanimously.
- b) ELECTION OF SCCLC PARENT COMMUNITY DIRECTORS: Matt made a motion to appoint Jason Gische to run election process. Sonya seconded. Passed unanimously.
 - i) Election expected to be in May.
- c) GC ORGANIZATION: Discussed roles and workload of the GC.

9. ACTION ITEM REVIEW

10. ADJOURN: 9:27