

**SPECIAL MEETING OF THE BOARD OF DIRECTORS
ANNUAL MEETING OF THE CORPORATION
SAN CARLOS CHARTER LEARNING CENTER**

June 06, 2012 7:00 PM

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

OPEN SESSION STARTS 7:00 PM

Present: Jason Gische, Tom Hausken, Lynette Hovland, Matt Kowitt, Colleen McPeek, Janae Novotny, Sonya Sigler, Irene Thomas

Absent: Mike Vargo

Also Present: Chris Mahoney, Stacy Emory, Alexandra Gische, various community members.

1. **CALL TO ORDER at 7:00 PM.**
2. **COMMUNICATIONS**
 - a. **COMMUNITY COMMENTS:**
 - i. Stephanie Smith would like to have a mid summer all school 'please come help with the move' in addition to the regular all school clean up.
 - ii. School board trustees discussed our material contributor policy and directed superintendent to work with Matt to make it happen in the quickest manner possible.
 - b. **RECOGNITION OF THE COMMUNITY**
 - i. Patty Miller and Amy Truel thank you, thank you, thank you for the last two years of service. Your contributions have been amazing!
 - ii. Big acknowledgements to all the learners and educators for another amazing Learner Exhibition
 - iii. Kudos to all our learners who are presenting PLPs this week and next
 - iv. Some learners are presenting their PLPs at the county fair
 - v. Chickens ball money is in. 10% increase in money to the schools or \$5,500 to us!
3. **CONSENT AGENDA**
 - a. Approve minutes from:
 - i. 3/14/12 Regular Meeting
 - ii. 3/14/12 Special Meeting
 - iii. 5/09/12 Regular Meeting
 - iv. 5/23/12 Special Meeting
 - v. 5/30/12 Special Meeting
 - b. Receive monthly transactions report for May activity
 - i. Removed 5/9/12 minutes and monthly transaction report to later
 - ii. Tom made a motion to approve the consent agenda minus item 3aiii and item 3b. Irene seconded. Unanimously approved.
4. **REPORTS / DISCUSSION**
 - a. **BUDGET UPDATE:** Reviewed a preliminary presentation of multi-year budget for 2012-13 , 2013-14 and 2014-15
5. **OLD BUSINESS**
 - a. Lynette made a motion to create 0.400 FTE position for Speech Pathology, and 0.400 FTE position for Psychologist, for the 2012-2013 school year only. Tom seconded. Passed unanimously.
 - b. Discussed audit committee's search for external financial auditor and timeline to select

- one.
- c. Update on MOU negotiations
- d. Discussed GC election and town hall meeting held earlier this evening.

6. **NEW BUSINESS**

- a. Alexandra Gische presented the GC with a petition to save the trees on campus.
According to the superintendent there is no plan to remove the forest.
- b. Celebrations: Special Thank You to Outgoing GC Members
 - i. Tom Hausken
 - ii. Lynette Hovland
- c. Special Welcome to Incoming/Continuing GC Members
 - i. Matt Kowitt
 - ii. Irene Thomas
- d. Year in Review
 - i. BOD accomplishments
 - 1. Charter Renewal for next 5 years
 - 2. Negotiation of Facilities Use Agreement
 - 3. Rapid work on the MOU negotiations
 - 4. Compensation framework for Educators
 - 5. Position Control Matrix structure
 - 6. Finalizing incorporation, establishing bylaws and operational structure
 - 7. Staff Handbook completion
 - 8. Improved relationships with SCSD BOD and SCEF
 - 9. Expansion of BOD from 7 to 9
 - 10. Enrollment Preference work
 - 11. Increase to step and column for staff
 - ii. Curriculum updates and changes
 - 1. New math coaching program raised our MARS scores substantially
 - 2. Lesson study program
 - 3. Stacy and Margie did a day of training for Creative Arts K-8 school in SF
 - 4. Curriculum mapping with our internal leadership team using the Atlas system
 - 5. Reconfiguration of class structures
 - 6. Updated Spanish program
 - 7. 2 new milestones – 5th grade mosaic, 7/8 backpacking in Yosemite
 - 8. Introduction of virtual field trips
 - iii. Operational Accomplishments
 - 1. Planning and prepping for the June and August moves
 - 2. Supporting the ESY summer school
 - 3. On budget for the year
 - 4. Transition of Special Education from District to us while maintaining strong relationships with the District
 - 5. Received grant for school counseling this year and it was renewed next year
 - 6. Excellent coordination and cooperation with TL administration
 - 7. Therapeutic Animal and garden program
 - iv. Reviewed upcoming projects For 2012-2013
 - 1. How do we manage all the new services we are offering
 - v. Reviewed budget projected for FY 2012-2013
- e. Looking Ahead 2012 and Beyond
 - i. Faculty Evaluation Process
 - ii. Streamline HR and benefits administration

iii. GC and staff social events

7. **ACTION ITEM REVIEW**
 - a. Jason to communicate out the important accomplishments for the year (as above)
 - b. Matt to generate GC election ballots for distribution tomorrow 6/7/12

8. **ADJOURN TO CLOSED SESSION**
 - a. PUBLIC EMPLOYEE APPOINTMENT: Learning Specialist, Resource Educator and 7/8 Classroom Educator (Government Code §54957)
 - b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Director: (Government Code §54957)
 - c. CONFERENCE WITH LABOR NEGOTIATORS -- Agency designated representatives: Tom Hausken and Mike Vargo; Unrepresented employee: Director. (Government Code §54957.6)

9. **RECONVENE TO OPEN AND REPORT OUT FROM CLOSED SESSION 10:38 pm**
 - a. Approved appointment of Learning Specialist, Resource Educator and 7/8 Classroom Educator

10. **ADJOURN 10:39**