

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

September 10, 2014 6:30 PM

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

OPEN SESSION BEGINS 7:30 PM

1. **CALL TO ORDER at 6:30 PM.**
2. **ADJOURN TO CLOSED SESSION**
 - a. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: 1 case
3. **RECONVENE TO OPEN SESSION at 7:30 PM**
4. **REPORT FROM CLOSED SESSION**
5. **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.
6. **CONSENT AGENDA**
 - a. Approve minutes from 7/16/2014 Special.Meeting
 - b. Approve minutes from 9/6/2014 Special Meeting
7. **REPORTS / DISCUSSION**
 - a. DIRECTOR'S REPORT (Stacy Emory) - Update on current happenings at the school.
 - b. BUDGET UPDATE (Stacy Emory) - Update on current year budget, year-to-date tracking, and issues affecting future funding and budgets. Unaudited Actuals for 2013-2014.
8. **OLD BUSINESS**
 - a. BOARD RETREAT (Stacy Emory, Matt Kowitt) - Follow-up from Board retreat, including board assignments and Director's working groups.
9. **NEW BUSINESS**
 - a. TECHNOLOGY ACCEPTABLE USE POLICY (Stacy Emory) - Proposed revisions to the February 24, 2010 Technology AUP.
 - b. STAFF HANDBOOK REVIEW / UPDATE (Jessika Welcome, Julie Weinstein) - Discussion of revisions to the SCCLC staff handbook for 2014-2015 FY.
 - c. POSITION CONTROL (Stacy Emory) - Proposal to increase Media and Library Educator position, Position # 411, to 0.600 FTE. **DECISION EXPECTED**
 - d. CONFLICT OF INTEREST CODE (Matt Kowitt) - Update to SCCLC's COI code to reflect the Spring 2014 administrative reorganization. **DECISION EXPECTED**
 - e. AUDIT COMMITTEE (Matt Kowitt) - Proposal to appoint Julie Weinstein as Audit Committee Chair. **DECISION EXPECTED**
 - f. FINANCE COMMITTEE (Sonya Sigler) - Initial discussion of inputs for a Finance Committee Policy.
10. **ACTION ITEM REVIEW**
11. **ADJOURN TO CLOSED SESSION**
 - a. PUBLIC EMPLOYEE APPOINTMENT: Title: Media and Library Educator

- b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Title: Director
- 12. RECONVENE TO OPEN SESSION**
- 13. REPORT FROM CLOSED SESSION**
- 14. ADJOURN**

The order of agenda items may be changed at the meeting. Also, times shown are estimates for planning purposes — actual discussions may finish early or exceed these estimates.