

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

January 14, 2015 7:00 PM — Open Session **7:30 PM**

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

Present: Danielle de Brier, Jason Gische, Matt Kowitt, Colleen McPeek, Sonya Sigler, Julie Weinstein

Absent: Alice Miller, Robert Porter

Also present: Stacy Emory, Jessika Welcome, Fiona Wainright

1. **CALL TO ORDER at 7:08 PM.**
2. **ADJOURN TO CLOSED SESSION (SCCLC Office)**
 - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Title: Educators
3. **RECONVENE TO OPEN SESSION at 7:42 PM (Library)**
4. **REPORT FROM CLOSED SESSION**

nothing to report
5. **COMMUNICATIONS (10 min)**
 - a. COMMUNITY COMMENTS

none
 - b. RECOGNITION OF THE COMMUNITY

*The 5/6 Educators for the Yosemite milestone trip
8th grade learners for their PLP's
SCCLC staff members for the recent Parent Ed night
Staff for the Enrollment meetings
Lisa Lorenz for continuing the SCCLC Skating event tradition
Stacy, Fiona, Karrie, and Jessika for dealing with the January campus flooding
The entire administrative team, for an Audit Report without any findings*
6. **CONSENT AGENDA**
 - a. Approve minutes from 12/10/2014 Regular Meeting
 - b. Receive First Interim budget report
 - c. Receive final Audit Report for 2013-14 Fiscal Year

Motion to approve the Consent Agenda made by Sonya, seconded by Danielle. Passed unanimously.
7. **REPORTS / DISCUSSION**
 - a. DIRECTOR'S REPORT (Stacy) - Update on current happenings at the school.

Enrollment process is underway, with 5 open house tours planned. Applications are due February 6, and the enrollment lottery will be February 13.
 - b. BUDGET UPDATE (Stacy, Jessika) - Update on year to date spending and projections.
 - c. FUTURE FACILITIES (Stacy, Matt) - Update on future new campus for SCCLC.
 - d. FINANCE COMMITTEE (Jessika, Sonya) - Report on work by the Finance Committee.
 - e. COMPENSATION COMMITTEE WORKING GROUP (Stacy) - Report on initial work, and discussion/assignment of board member(s) to join the working group.

Jason, Alice and Julie affirmed their participation in this working group.
8. **OLD BUSINESS**
 - a. AUDIT COMMITTEE MEMBERSHIP (Julie, Jason) - Proposal for additional committee members, and/or change in existing committee membership. **Decision Expected**

*Dan Enthoven is stepping down from the committee, and was thanked for his service.
Stephanie Smith and Simon Mazzola are continuing on the committee.
Jason made a motion to appoint, Robert Casamento, Tami Gordon, Nancy Nagel, and Yoshi Ozaki to the Audit Committee. Motion seconded by Sonya. Unanimously approved.*
9. **NEW BUSINESS**

- a. ALLOWANCE FOR ATTENDANCE DURING EMERGENCY CLOSURE (Stacy) - To retain state funding for the emergency closure of SCCLC on 1/6/2015, form J-13A requesting approval of attendance and instructional time credit will be presented to the board for approval. **Decision Expected**
Julie made a motion to approve the form J-13A and attached affidavit seeking approval of attendance and instructional time credit. Seconded by Danielle. Unanimously approved.
- b. CALENDAR FOR 2015-16 SCHOOL YEAR (Stacy) - First discussion of operating calendar for next school year. Proposal for first instructional day as Wednesday, August 19, 2015. **Decision Expected**
Danielle made a motion to approve Wednesday, August 19, 2015 as the first instructional day of the 2015-16 school year. Seconded by Julie. Unanimously approved
- c. REVIEW OF CONTRACTS (Stacy) - Review of existing contract(s) for business services for SCCLC ahead of "automatic renewal" deadline.

10. ACTION ITEM REVIEW

11. ADJOURN at 9:28 PM