

**Board of Directors' Meeting Minutes**  
**Tuesday, December 15, 2015**  
**Music Room at 6:00 PM**

OPEN SESSION

1) **CALL TO ORDER** by Board President

- LW called the meeting to order at 6:03 PM

2) **ROLL CALL**

Leah Warson (LW), Board President (2016)	Present
Elizabeth Dowhower (BD), Secretary (2017)	Absent
Heather Fletcher (HF), Treasurer (2018)	Present
Melanie Sutton Hodgdon (MSH), Member at Large (2018)	Absent
Meg Rydman (MR), Member at Large (2018)	Present
Mark Swanitz (MS), Member at Large (2016)	Present
Debbie Trujillo (DT), Middle School Teacher Rep (2016)	Present
Eugenia Pappas (EP), Elementary Teacher Rep (2016)	Present
Jim Brown (JB), Superintendent College School District	Present

**OTHER ATTENDEES**

Mark Palmerston (MP), Executive Director	Present
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3) **APPROVAL OF AGENDA** for December 15, 2015

- MR moved to approve the agenda for December 15, 2015.
- EP seconded the motion.
- The motion carried unanimously.

4) **PUBLIC COMMENT**

- There was no public comment.

5) **CONSENT AGENDA**

a. Approval of Minutes for Meeting November 30, 2015

- MR moved to approve the minutes from the November 30, 2015 Board of Directors' meeting with the following amendments:
  - JB left at 6:50, not EP; move note under attendance from EP to JB.
  - HF did not provide a written report; asked to strike "see written report included in packet."
- HF seconded the motion.
- Motion carried unanimously.

6) **Standing Reports**

a. Teacher's report

- See written report included in packet.

b. Treasurer's report

- See written report included in packet.
- New statement came today.
- MR reported many disbursements for field trips.

- MP called attention to new cash flow report from Escape.
- c. PTSO Report
  - No PTSO report.
- d. Foundation Report
  - MP reported Charter sold winning car raffle ticket so got \$500 back.
  - MP reported March 19, 2016 auction date and that the theme will be "Back to the 80s."
  - MP reported that Foundation presented \$30,000 check
- e. Director's Report
  - See written report included in packet
  - EP mentioned that the Dragon Families gingerbread house project went really well.

## 7) Informational/Discussion

- a. SB227-Immunizations
  - MP reported that he has drafted a letter (see packet) and had it reviewed by the school nurse. He is planning several changes after seeing examples from other districts. The changes were largely to do with adding more specific details about what immunizations are required and what exemptions are specifically allowable. The letter will be sent to those who are not immunized or who are under-immunized and have a personal belief exemption on file.
  - MP had thought we had about 25% personal belief exemptions, but it's really more like 12%. We are completely compliant with current regulations.
- b. Transitional Kindergarten
  - MP reported that he has received inquiries Transitional Kindergarten (TK). His opinion has changed since last year. MP explained TK and Charter's history with TK. Last year, we enrolled two siblings into the Kindergarten program under TK rules. One transitioned to K at 5th birthday. One stayed in TK and is now in Kindergarten.
  - MP voiced his strong support for running a TK program if certain conditions could be met including approval and support of CSD, increased facility access and fiscal feasibility. He is not in favor of reducing current enrollment to make room for TK. MP does not see how it is reasonable or sustainable at this time, however.
  - MR asked about inquiries. There have been two, possibly indicating that there is a small market. JB reported that CSD's TK program has eight students enrolled and that four of them are SYVCS siblings. A discussion about the various TK programs available at the public schools in the Valley followed. Some have embedded programs and others, like Santa Ynez, offer standalone TK classrooms.
- c. Middle School Electives
  - MP provided a handout showing the history of the last three years of middle school offerings.
  - Because MSH requested the list last meeting and is not present tonight, MP asked to discuss at the next meeting.
- d. Teacher Support Plan
  - MP shared details about the Teacher Support Plan (TSP) development coming out of last year's negotiations and presented a form. EP pointed out that on the

signature line "Support Teacher" should be "Mentor Teacher." Several board members asked questions about the development process and offered insights and suggestions. A general discussion followed.

## 8) Action Items

- a. Review and Acceptance of 2014-2015 Audit
  - MP reviewed the audit (see board packet).
  - There was one audit finding having to do with attendance reporting. The P2 attendance for SYVCS was reported as our P-Annual. P-Annual needs to be corrected. MP submitted a corrective action plan, and Mercedes is preparing to implement in January 2016.
  - Findings related to the previous year's audit having to do with ASB and operating accounts have been corrected.
  - HF asked about the timeline to approve the audit. MP explained that it is due December 15 (today). She had two questions she would like the opportunity to discuss with auditors. One question had to do with the categorization of fundraising in the 401 account. It appears to her that we are spending a lot of money "fundraising"; however, other things such as lunch payments that go into that account aren't fundraising in the traditional sense. She also asked about why notes about pensions are not included in the auditors report. MP said that we could not approve tonight. MP will email auditors so that HF can talk to the auditors to get answers to her questions.
  - HF moved to postpone acceptance 2014-2015 audit to the next meeting.
  - MS seconded the motion.
  - The motion carried unanimously.
- b. Discussion and Approval of Educator Effectiveness Spending Plan
  - MP reminded the board that they had seen this for two months (see board packet). There was no discussion.
  - MR moved to accept spending plan.
  - HF seconded the motion.
  - The motion carried unanimously.
- c. Discussion and Approval of 2015-2016 MOU with College School District
  - MP discussed the 2015-2016 MOU with College School District (see board packet). Item 7, proposed by the board, last meeting has been accepted by the district. Other items are still in dispute and will be considered by the CSD Board in January. Hard target for finalization of negotiations and approval is February 1, 2016.
  - HF moved to postpone approval of the 2015-2016 MOU and the facilities agreement with College School District.
  - MR seconded the motion.
  - The motion carried unanimously.
- d. Discussion and Approval of Facilities Agreement with College School District
  - This item was postponed by action in the previous agenda item.
- e. Discuss Board Training - February 6, 2016
  - The date and location was confirmed. MP proposed some agenda items.

- LW proposed surveying the parents about their opinions about the school as fodder for discussion at the retreat. The board was generally receptive. LW was directed to create the survey. LW will also make arrangements for facility.
- MP will arrange food.

**9) Public Comment on Agenda Items**

- There was no public comment on agenda items.

**10) Public Comment on Closed Session Items**

- There was no public comment on closed session items.

**CLOSED SESSION**

- Board adjourned to closed session at 7:21 PM.
- Closed session adjourned at 8:09 PM.

**ADJOURNMENT**

- There was no report out of closed session.
- LW adjourned the meeting at 8:10 PM.