

**Santa Ynez Valley Charter School  
Board of Directors' Meeting Minutes  
Tuesday, SEPTEMBER 18, 2012  
Multi Purpose Room, 6:00 p.m.**

Public Comment during Public Communications is encouraged and welcomed. Total time per speaker is limited to three minutes. Please be advised that, pursuant to State Law, any member of the public may address the Board of Directors concerning any item within the jurisdiction of the Board. Please be aware that Items on the Consent Calendar are considered to be routine and are normally enacted by one vote of the Board of Directors. If you wish to speak on a Consent Calendar Item, please do so during the Public Communications.

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**Present: Colleen Million, Brooke Blunt, Chrystine Urban, Kelly Scott, Leah Warson, Melanie Sutton-Hodgon, John Porter, Genevieve Beaird (for JoAnn Rosenberg)**  
**Absent: Jim Brown, JoAnn Rosenberg**

Open Session (6PM)

1. Public Comment – none
2. Consent Agenda
  - a) *Approval of Minutes for June 26, 2012*; KS motioned to approve, LW 2<sup>nd</sup>; JP abstained  
*Approval of Minutes for August 21, 2012*; KS motioned to approve, LW 2<sup>nd</sup>; JP abstained
  - b) *Approval of Warrants and Purchase Orders*; KS motioned to approve, CM 2<sup>nd</sup>, JP abstained
- 3) Standing Reports:
  - a) PTSO (Parent Teacher Student Organization) – Michaela Laza presented check for \$24K
  - b) Golf Tournament - ML reported, Oct. 12<sup>th</sup> at the Alisal Golf Resort, Dinner River Grill
  - c) Hot Lunch Program – CM reports that all is positive; CM & Talisa Gil (TG) visited Peabody School in SB to observe the lunch program operations; Chef Laurel at Peabody is willing to share recipes and leads on purchasing organic products. October order will include option for parents/grandparents to purchase lunch with students; TG met with Orfaea regarding state nutrition guidelines, SYVCS is not held to USDA standards due to the fact that we are not serving to other schools. Nutrakids program is being utilized for fat content, nutritional value. Fresh produce from Gleaners/Veggie Rescue and possible coordination with Finley farms. Same revenue as last year from lunch program may not be possible.
  - d) Auction- No report given
  - e) Director's Report –
    - I. **Safety Team- address student health concerns:**  
*CM created team for emergency response team with 5 members. This was driven by parent concerns regarding safety during emergencies. CM stated that SYVCS goes above and beyond Ed Code regarding safety. Staff members have attended "Cert Training". Designees for the current school year: Mercedes Valencia, Colleen Million, Linda Mayer, Otis West, Debbie Trujillo. JP inquired about use of "911"; discussion on possibly installing signs designated teachers who are current "Safety Designees"; Students with health concerns have 504 Education Plan in place to address special needs/concerns; CM will direct school nurse to provide form for substitute teachers to be made aware of students in their care with health risks.  
CM has created a Safety Notebook;*
    - II. **Discuss student behavior issues:**  
*CM discussed issue regarding students behavior and incident of cyber bullying.*
    - III. **Discuss and vote on Capitalization Policy; increase from \$500 to \$5000**  
*CM met with Moss, Levy, & Hartzheim, auditors; read email from auditors recommending increase in threshold from \$500 to \$5000; reported that District threshold is \$5000 per Debbie Breck. Auditing firm is recommending the increase. After board discussion, CM*

was directed to contact Ron Levy and get clarification on current threshold and when it was implemented. Possible special board meeting to be held for approval of increase if needed.

CM reported enrollment at 200, target 206; Middle School is at capacity; CM reports concerns with Lanspeed service, charges possibly due to incompetence; Teachers currently do not have access to online grading; problems with permissions for IPADs.

- f) Treasurer's Report-  
401 K account \$11k includes donation, auction, monies for upcoming Field Trips and E-Script. E-script requires a vote on how to disperse, no action taken. Golf funds have been moved. BB states that in previous years 401 was kept separate but due to audit last year, "board report" issued. \$62,034.52 balance; District account \$625,378.50, YTD actuals \$643,974.61 now includes cash on hand; \$581,940.09 is in District account reflecting \$43,438.41 deficit. (Attachments: Board Report, 401K report)
- 4) *Presentation by Don Hertel on Construction and Bond development:*  
Don Hertel and Jim Brown (College Sup) presented overview of current construction project on the SYVCS campus; Walking tour was conducted with board members; stated that project is currently delayed due to clean up of low level amounts of pesticides found on new property acquisition.
- 5) ***Discuss and vote on MOU (Memorandum of Understanding) between SYVCS and College/Santa Ynez School for 2012-2013 school year;*** KS motioned to approve the MOU "As Is" with the exception of date changes to reflect the current year, CM 2<sup>nd</sup>, JP abstained
- 6) ***Discuss and vote on implementation of Healthy Kids Survey;*** CM attended High School meeting regarding Alcohol/Substance abuse; CM reported that she and CU attended Healthy Kids Presentation at Jonata School; Presentation on possibility of utilizing Healthy Kids Survey/Program to get data regarding how Charter students are thriving and uncovering possible areas of concern within student population. Survey would be implemented in the Fifth and Seventh Grades; CM stated that Active Permission would be required by the parents; After reviewing samples of HK Survey, some board members stated concerns regarding some of the information/questions contained in the survey. Several members were concerned about Social/Emotional exposure to the students. Discussed alternative internal methods of assessing students needs. No Action Taken. (Attachments: Healthy Kids Elementary School Survey and Middle School Survey)
- 7) ***Discuss and vote on Rachel's Challenge curriculum;*** CM shared overview of Rachel's Challenge and our school's experience with last year's assembly; CM would like to purchase and implement curriculum in Elementary and Middle School; CM will look into available programs/costs; Tabled until there is a specific proposal.
- 8) *Distribution of Board development materials (Charter School Board University, Manual)*  
CM directed board to read first section for October Meeting.
- 9) *Public comment on agenda items;* no comments.

Closed Session

1) Discussed health concerns for a specific student; Parent letter dated Sept. 2, 2012 read to board; CM reports that School Nurse met with parents and CM; See Directors Report (i) for implementations.

Adjourned