

**RIDGECREST CHARTER SCHOOL
GOVERNING BOARD**

Special Meeting
Tuesday, July 21, 2009
Time 6:30 pm

325 South Downs Street, Ridgecrest, CA 93555

I. AGENDA

A. CALL TO ORDER

B. ROLL CALL

	Present	Absent
Rick Smith, <i>President</i>	_____	_____
Craig Bradley, <i>Vice-President</i>	_____	_____
Jerry Perez, <i>Treasurer</i>	_____	_____
Debby Kurti, <i>Secretary</i>	_____	_____
Robert Pritchard, <i>Member</i>	_____	_____

C. APPROVAL OF AGENDA

Motion: _____ Second: _____ Vote: _____

D. FLAG SALUTE

E. MOMENT OF SILENCE

F. BOARD MEMBER OATH OF OFFICE

The Board Clerk will administer the Oath of Office to Craig Bradley and Debby Kurti re-elected to the Board and to Robert Pritchard elected to the Board in the May elections.

II. CLOSED SESSION

The meeting will now convene to closed session to discuss the following matters pursuant with Brown Act Section 54957.

A. PUBLIC EMPLOYMENT

1. Review of all Credentialed and Classified Employee Contracts

B. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION

1. Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: One case

CLOSED SESSION entered into @ _____

III. RECONVENE TO PUBLIC SESSION

The meeting was reconvened to open session at ____: ____ p.m.

Report of Action Taken:

IV. COMMUNICATIONS

A. STAFF REPORTS

- 1. Directors Report
- 2. Business Managers Report

B. ORAL COMMUNICATIONS

Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Individuals desiring to address the Board are requested to state their name at the beginning of their presentation. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

Oral Communications was opened at ____ pm and closed ____ pm

V. CONSENT AGENDA

All matters listed under the consent agenda are considered by the board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board vote. The Director recommends approval of all consent agenda items 1-6.

- 1. Approval of Credentialed New Hires
- 2. Approval of UCLA Professional Services Contract
- 3. Approval of KCSOS SELPA Agreement
- 4. Approval of Travel Expenses
- 5. 2009-2010 Salary Schedule for Teachers
- 6. Creation of Administrative I and Administrative II Positions (Reclassification of Current Positions)

Motion: ____ Second: ____ Vote: ____

VI. ITEMS SCHEDULED FOR ACTION/DISCUSSION/INFORMATION

A. ADMINISTRATION

- 1. Date/Time/Place for 2009-10 Board Meetings and Distribution of Agendas

Motion: ____ Second: ____ Vote: ____

B. BUSINESS

- 1. Resolution to Borrow Funds Number 2009-011

Motion: ____ Second: ____ Vote: ____

VII. FUTURE MEETINGS

A. DATES

1. August 20, 2009
2. September 17, 2009
3. October 15, 2009

VIII. FUTURE AGENDA ITEMS

A. TOPICS

1. Per Diem Rate
2. EdLink

IX. CLOSING BOARD COMMENTS

X. ADJOURNMENT

The meeting was adjourned at _____.

In compliance with the Americans with Disabilities ACT (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modifications of the agenda in order to participate in Board meetings are invited to contact the Directors' office. Per Brown Act 54954.3(a) at any special meeting the public has the right to address any item described on the agenda before or during consideration of that item.

Subject:

Approval of New Hires 1st, 3rd and 8th Grade Teachers

- Action Item
 - Consent Agenda
 - First Reading
 - Information
 - Presentation
 - Public Hearing
 - Roll Call Vote Required
-

Background:

There are will be three certificated employees hired for the 2009-2010 school year.

All teachers hired will complete a total work year for RCS.

	<u>Position</u>		<u>Effective</u>
Michele Rogers	Teacher	FT	8/11/09
Cathy Heseman	Teacher	FT	8/11/09
MaryBeth Boss	Teacher	FT	8/11/09

Financial Impact:

These positions were included in the annual 2009-2010 budget approved by the RCS Governing Board June 29, 2009.

Proposed Action:

That the Governing Board approves the employment of the above named individuals.

Subject:

Approval of UCLA Professional Services Contract

- Action Item
 - Consent Agenda
 - First Reading
 - Information
 - Presentation
 - Public Hearing
 - Roll Call Vote Required
-

Background: In accordance with the requirement set by the State Board of Education at renewal, we will continue our relationship with UCLA professional services for another year for staff development and further administrative support.

The 2009-2010 contract is attached.

Financial Impact: \$30,000.00

Proposed Action: Authorize the Ridgecrest Charter School to enter into a contract with UCLA Professional Services for the 2009-2010 school year hereby authorizing the Board President to sign said contract.

Subject:

Approval of 2009-2010 SELPA Agreement

- Action Item**
 - Consent Agenda**
 - First Reading**
 - Information**
 - Presentation**
 - Public Hearing**
 - Roll Call Vote Required**
-

Background:

RCS is required by law to provide special education services to eligible pupils and to be a member of the Kern County Consortium Special Education Local Plan Agency (SELPA). An annual agreement is drawn for the reimbursement of the costs of the special education programs and transportation provided to the students.

The 2009-2010 Agreement is attached.

Financial Impact:

Approximately \$100,000 in special education funds are received by the SELPA to operate the special education program

Proposed Action:

That the Governing Board approve the 2009-2010 SELPA Agreement.

Subject:

Approval of Travel (Student Records Workshop)

Gayle Pietrangelo

- Action Item**
 - Consent Agenda**
 - First Reading**
 - Information**
 - Presentation**
 - Public Hearing**
 - Roll Call Vote Required**
-

Background: This workshop will provide a comprehensive review of common student records concerns, including maintenance and destruction, rights of access, transfer of records, challenges to records as well as other current topics.

The "Custody and Residency Issues" part of the workshop will answer often asked questions about foster care, emancipation, removing pupils from campus, types of custody. Guardianship, name changes and foreign student issues.

Model policies and procedures will also be highlighted at this workshop.

Student Attendance Review Board (SARB) Coordinators, School Counselors and Custodians of Records are encouraged to attend

Presenters: Ray Vincent and Rob Jacobsen from the Los Angeles County Office of Education

Financial Impact:

The \$65.00 cost for the workshop.

Approximate cost for rental car and gasoline will be \$102.00.

Proposed Action:

That the Board approves this travel.

Subject:

2009-2010 Salary Schedule for Teachers

- Action Item**
 - Consent Agenda**
 - First Reading**
 - Information**
 - Presentation**
 - Public Hearing**
 - Roll Call Vote Required**
-

Background:

Attached Schedule

Financial Impact:

These positions were included in the annual 2009-2010 budget approved by the RCS Governing Board June 29, 2009.

Proposed Action:

That the Governing Board approves the attached Salary Schedule.

Subject:

Creation of Administrative I and Administrative II Positions
(Reclassification of Current Positions)

- Action Item**
 - Consent Agenda**
 - First Reading**
 - Information**
 - Presentation**
 - Public Hearing**
 - Roll Call Vote Required**
-

Background:

At the request of the President of the Governing Board, we have evaluated the job responsibilities of the central office support staff. The evaluation was based upon the following key components:

- Basic Functions of Position
- Representative Duties
- Required Qualifications
 - Knowledge of identified functions
 - Ability to perform identified functions
- Education Requisites
- Experience Requisites
- Special Licenses
- Working Conditions

The result of our review of the central support staff functions, we recommend that the following positions be established, an Administrative Assistant I and an Administrative Assistant II. Respective Job Descriptions for these two job positions are attached.

Financial Impact: Appropriate Salary Adjustment

Proposed Action: That the Board approve the creation of the positions Administrative Assistant I and Administrative Assistant II in accordance with the Job descriptions.

Subject:

Date/Time/Place for 2009-2010 Board meetings and
Distribution of Agendas

⌘ **Action Item**

Consent Agenda
Second Reading
Information
Presentation
Public Hearing
Roll Call Vote Required

Background:

The Board has previously met on the third Thursday of each month in the Multi Purpose room at the school at 6:30 pm for regularly scheduled Board Meetings.

Financial Impact:

None

Proposed Action:

That the Board continues to follow this schedule for the upcoming 2009-2010 school year.

Subject:

Resolution 2009-011 To Borrow Funds

Action Item
Consent Agenda
First Reading
Information
Presentation
Public Hearing
Roll Call Vote Required

Background:

The State of California is experiencing an unprecedented financial crisis. This issue will directly affect the charter school's funding and timely apportionments. We propose to have a line of credit and refinance our present loan(s) to ensure that we have a stable cash flow.

Financial Impact:

Unknown at present.

Proposed Action:

Direct Staff to investigate and procure for approval a line of credit and proposals for refinancing our present loan(s).

RESOLUTION NO. 2009-011

AUTHORIZING RIDGECREST CHARTER SCHOOL TO BORROW FUNDS

BE IT RESOLVED by the Governing Board Members of the **Ridgecrest Charter School** and hereby ordered that: the **Director Tina Ellingsworth/Designee** be authorized to solicit to borrow funds for the facilities/cash flow from available financial institutions. Further approval will be required by the Governing Board to resolve to sign any loan agreement presented by the Staff.

BE IT FURTHER RESOLVED and it hereby ordered that: **Governing Board President Rick Smith**

Be authorized to execute the related forms and/or applications directly related to this funding.

This **RESOLUTION** is effective on date of adoption until revoked or superseded.

PASSED AND ADOPTED by the following called vote of the Governing Board of Ridgecrest Charter School this the 21ST Day of July, 2009.

AYES:

NOES:

ABSENT:

Rick Smith

President, Governing Board, **Ridgecrest Charter School**, Kern County, State of California.

ATTEST:

Clerk/Secretary