

**RIDGECREST CHARTER SCHOOL
GOVERNING BOARD**

Special Meeting

Wednesday October 24 2018

Time: 5:00 PM

325 South Downs Street, Ridgecrest, CA 93555

Via Skype- Quality Inn

1645 Pickwick Street Hwy. 128 S. Savannah TN US 38372

I. MINUTES

A. CALL TO ORDER

The meeting was called to order by the Vice President.

B. ROLL CALL

	Present	Absent
Eric Bruen President	_____	SKYPE _____
Chip Holloway, Vice President	X _____	_____
Arzell Hale, Member	X _____	_____
Ray Miller, Treasurer	_____	X _____
Deanna Lukens, Secretary	X _____	_____

C. FLAG SALUTE

The flag salute was observed.

D. MOMENT OF SILENCE

The moment of silence was observed.

E. Board Workshop

Brown Act/ Conflict of Interest Laws was presented by Wayne K. Strumpfer of the Law Firm Young, Minney & Corr, LLP

**The areas covered by the workshop were; The Brown Act – Conflict of Interest Laws
Topics Covered:**

- Why you should care about compliance with the laws we are discussing today
- Understanding the Brown Act
- Purpose of the Brown Act
- How to hold meetings – Serial Meetings – Teleconference Meetings
- Board Committees
- Executive Compensation
- Notice and Agendas – Notice Requirements
- Rights of the public
- Closed Session and requirements
- Enforcements: penalties & remedies for violations: complaints and Challenges
- Conflict of Interest: common types and hoops to jump through
- Government Code Section 1090
- Political Reform Act
- Form 700: Gifts

- Nonprofit Boards
- Corporation Code- Corp
- Common Law on Conflict of Interest
- Penalties
- Questions and Answers code 5227

All Votes will be taken by Roll Call Vote

II. APPROVAL OF BOARD MEETING MINUTES

Minutes of the Special Meeting of September 12, 2018

Motion: AH Second: DL Vote: 4-0

III. COMMUNICATIONS

A. REPORTS

1. PTO Jennifer Leonard: PTO President

We are having a 2 day Holiday Event: **Little Elves Workshop on Friday December 7th** where the children will be able to make crafts for the whole family:

Vendor Fair on Saturday December 8th where vendors from around the area will be on hand selling items in time for the holidays

Camp KEEP just completed a successful Krispy Kreme fundraiser

Box tops are due the 30th of November.

The November Assembly for student of the month will be held on December 7th

2. Facility/Finance No Report

B. STAFF REPORTS

1. Administrative Reports

Dr. Steve Martinez, Executive Director

Petition Update

- SBE appeal
- December 1 submission deadline
- February 5 ACCS
- March 13-14 SBE

School Site Council

- November 2

Professional Development

- Meyers-Briggs Classified staff and administrators

CDE Visit

- November 15-16
Facilities Update
- Portable classrooms
Gym/Multi-Purpose Room

Assistant Director – Miriam Hogg

Great Shake Out

Thursday October 18th, RCS participated in the Great Shake Out. This is a nationwide earth quake drill which occurs once a year that schools and organizations around the nation participate in. In addition, the admin team is looking to partner with a retired law enforcement officer who will help us continue best safety practices.

Conferences

RCS held 1st Trimester Parent Teacher Conferences October 1st through October 5th. Typically, conferences are mandatory during Trimester 1 and Trimester 3.

Student Recognition

We are piloting a new Student Recognition program. This year each teacher will nominate 2 students who have excellent academics and school-wide behavior. These students receive a special decal and a voucher for Pizza Factory. We also will celebrate students with Perfect Attendance, classrooms with the highest attendance percentages, and special categories such as Cleanest Class, our custodians and yard staff can also celebrate students who demonstrate exemplary behavior throughout all campus areas.

For September we issued nearly 140 perfect attendance certificates in elementary and 44 perfect attendance certificates for middle school.

English Learner Advisory Committee

We will have our 2nd parent meeting for our English Learner community tomorrow. Parents will be able to create email accounts, gain access to Aeries our student information system, and be updated on the school's petition process. We will also provide information on community resources for English Courses, and try tasty snacks from around the world.

District Benchmarks

This week we are wrapping up District Benchmarks. Our plan is to guide teachers in understanding this information. In their Professional Learning Communities, teachers will use this information to tailor instruction based on student needs.

Special Education – Karen Greenhaw

- Looking to add a speech and language pathology aide to staff.
- Addition of 6 new students with IEPs
- Successful move out of main building to classroom.
- Did not receive a Disproportionality notice.
- Finishing the Subsequent Year Tracking form.

MTSS

- We were officially awarded the California SUMS Initiative Multi-Tiered Systems of Support Grant from the Orange County Department of Education in the amount of \$25,000.
 - This will be used for trainings and support for working on the whole child.
- There will be 4 sets of trainings in Bakersfield. The first two days will be next week 9/19-9/20. Steve, Jessica Griffin (Middle School), Rachel Rosoff (Kindergarten) and I will be attending the training.

PLC (Professional Learning Communities)

- Started our first round of PLC this week. So far k, 1, 3, 4 have met. We discussed student assessment data and placed students in their RTI (Response to Intervention) groups.

RTI

- RTI rotations will officially start next week.
- Students will be placed in three leveled groups based on individual needs.
 - Intensive
 - Enrichment
 - Extension
- Students will be assessed every 6 weeks to determine growth and need.
- Intervention skills will be adjusted to student need.

C. PUBLIC COMMENT

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. 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 6:44 PM and closed at 6:45 PM.

IV. CONSENT AGENDA ITEMS

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 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.

It is recommended that the Board approve Consent Agenda Items 1 5

1. Approval of the Personnel Register
2. Approval of the September Payments to Staff and Vendors
3. Approval July Financial Reports
 - Comparative Balance Sheet Detail
 - Statement of Operations Summary Budget to Actual
 - Statement of Operations Summary by Month
 - Statement of Operations Summary by Program
4. Approval August Financial Reports
 - Comparative Balance Sheet Detail
 - Statement of Operations Summary Budget to Actual
 - Statement of Operations Summary by Month

- Statement of Operations Summary by Program
5. Approval September Financial Reports
- Comparative Balance Sheet Detail
 - Statement of Operations Summary Budget to Actual
 - Statement of Operations Summary by Month
 - Statement of Operations Summary by Program

Motion: EB Second: DL Vote: 4-0

V. ITEMS SCHEDULED FOR ACTION/DISCUSSION/INFORMATION

1. Enrollment Report

Information

2. Approval of Agreement with Paul Kuttig for Information Technology Services

Motion: DL Second: AH Vote: 4-0

3. Approval of New Job and Description Yard Duty Team Lead

Motion: DL Second: AH Vote: 4-0

4. Approval of Speech and Language Pathology Aid

Motion: AH Second: DL Vote: 4-0

5. Accept Cash Flow Report through September 30, 2018 and Projection through June 30, 2019

Information Only

VI. FUTURE MEETINGS

1. November 14, 2018
2. December 19, 2018
3. January 24, 2019

VII. CLOSING BOARD COMMENTS

VIII. ADJOURNMENT

The meeting was adjourned at 6:58 PM.

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 Director's office. Per Brown Act 54954.3(a) at any special meeting the public has the right to address any item described in the agenda before or during consideration of that item.