

**RIDGECREST CHARTER SCHOOL**  
**GOVERNING BOARD**  
**Special Meeting**  
Wednesday July 26, 2017  
**Time: 5:00 PM**  
325 South Downs Street, Ridgecrest, CA 93555

**I. MINUTES**

**A. CALL TO ORDER**

The meeting was called to order by the board chair at 5:05 PM

**B. ROLL CALL**

	<b>Present</b>	<b>Absent</b>
Elsa Hennings, President	X	_____
Celesa Sanders, Treasurer	6:35 left	_____
Eric Bruen, Member	5:09 Arrive	_____
Ray Miller, Member	X	_____
Deanna Lukens, Member	X	_____

**C. FLAG SALUTE**

The flag salute was observed.

**D. MOMENT OF SILENCE**

The moment of silence was observed.

**C. OATH OF OFFICE**

The oath of office of member Ray Miller and Deanna Lukens was performed by President Elsa Hennings.

**E. ELECTION OF OFFICERS**

**Elsa Hennings nominated Eric Bruen for President**

**Celesa Sanders nominated Celesa Sanders for President**

**A paper ballot was held. Executive Director Dr. Steven Martinez read the vote:  
Eric Bruen won and accepted the nomination for Board President.**

**A Motion was made by Elsa Hennings to elect Celeste Sanders for Vice President  
Motion Passed 5-0**

**A Motion was made by Elsa Hennings to elect Elsa Hennings for Secretary to the Board:  
Motion Passed 5-0**

**A Motion was made by Elsa Hennings to nominate Ray Miller for Treasurer:  
Motion Passed 5-0**

**The 2017 – 2018 RCS Governing Board now consists of:**

**Eric Bruen – President**  
**Celesa Sanders – Vice- President**  
**Elsa Hennings – Secretary**  
**Ray Miller – Treasurer**  
**Deanne Lukens - Member**

**At this point in the meeting Eric Bruen took over as president and conducted the rest of the meeting.**

## **II. APPROVAL OF BOARD MEETING MINUTES**

### **A. Minutes of the Special Meeting of June 28, 2017**

**Motion: CS Second: RM Vote: 4-0**

### **B. Minutes of the Concurrent Meeting of June 28, 2017**

**Motion: CS Second: DL Vote: 4-0**

## **III. COMMUNICATIONS**

### **A. COMMITTEE REPORTS**

#### **1. PTO No Report**

#### **2. Facility and Finance**

- A wish list is being prepared for the seven million bond issuance.
- Details are being collected for Prop. 39.
- Mike Meyers – Waiting on stamped copies from the engineer for easement and parking lot. Chevonne has been directed to hold back payment until this is taken care of.
- We have been in the middle of summer beautification.
- Two vendors have come to tour the school and give quotes on new security measures.
- We are looking at purchasing land off of Downs for the future of our middle school and high school project. We have identified the lot we would like to purchase and are looking into subdivision questions. Mike Meyers is looking into this.
- Ray Miller asked staff to prepare a 5 year plan in calendar form on a month to month basis that would contain events, milestones and cash flow. He would like to know the source of the cash for each project. This should be broken down on a quarterly basis. How much of the bond will be used and how much will be in reserve. The milestones should be visually marked. Elsa suggested that this be contained in a Microsoft Project application.

### **B. STAFF REPORTS**

#### **1. Administrative Report**

#### **Facilities**

- Wish List
- Details & GMP
- RFP
- Summer Projects
- **Staffing (Interviews this week)**
- 1<sup>st</sup> grade
- 5<sup>th</sup> grade
- **Staff Work Week**
- August 7-11 (outline and agenda created)
- Staff Letter (Has been mailed to all returning staff)
- **First Day of School**
- August 14<sup>th</sup>

**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 5:39 PM and closed at 5:39 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 – 3.**

1. Approval of the June Payments to Staff and Vendors
2. Approval May Financial Report
  - Comparative Balance Sheet Detail
  - Statement of Operations Summary Budget to Actual
  - Statement of Operations Summary by Month
  - Statement of Operations Summary by Program
3. Personnel Report

**Motion: EH Second: CS Vote: 5-0**

**V. ITEMS SCHEDULED FOR ACTION/DISCUSSION/INFORMATION**

1. **Enrollment Report**

**INFORMATION**

**2. Approval of RCS Employee Handbook**

Motion: EH Second: CS Vote: 5-0

**3. Approval of Speech Consultant Services**

Motion: CS Second: EH Vote: 5-0

**4. Conflict of Interest Code**

Form 700 must be completed every year  
INFORMATION

**5. Approval of Resolution for an Eminence Credential for Mr. Livianu**

Motion: CS Second: EH Vote: 5-0

**6. Approval of Contract with Teeter, LLP**

Staff was directed to get competitive bids.

TABLED

**7. Approval of Signatory Resolutions**

A Motion was made to approve these Resolutions Subject to the New Board Positions

Motion: CS Second: RM Vote: 5-0

**8. Approval of Facility Financing**

A Motion was made to approve financing with Piper Jaffrey  
Motion: EH Second: RM Vote: 4-0

**VI. FUTURE MEETINGS**

1. August 30, 2017
2. September 27, 2017
3. October 25, 2017

**VII. CLOSING BOARD COMMENTS**

**VIII. ADJOURNMENT**

The meeting was adjourned at 6:53 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.*