

SEBASTOPOL INDEPENDENT CHARTER SCHOOL
REGULAR MEETING OF THE BOARD OF DIRECTORS

September 10, 2018, 6:00 p.m.
1111 Gravenstein Hwy N, Sebastopol, CA 95472 (STEAM Classroom)

Sebastopol Charter welcomes your participation at the School's Board of Director meetings. The purpose of a public meeting is to conduct the affairs of the school in public. We are pleased that you are in attendance and hope that you will attend these meetings often.

- This meeting will be conducted in accordance with the Brown Act, Government Code Section 54950 et seq.
- This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, please contact John Azzizzi, the School's Operations Director, at 707-824-9700 at least three business days before the meeting date.
- Agendas and informational packets are available to members of the public. These are also posted online at: www.sebastopolcharter.org/forms-and-publications/
- **PUBLIC COMMENT INSTRUCTIONS:** The public may comment at board meetings. **If you wish to speak, please fill out a "Request to Speak" form and hand it to the Board President.** Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record.
 1. **Items not on the agenda:** Each speaker may speak for up to three minutes, with fifteen minutes total allotted for public comment on non-agenda items. Note that the Board cannot discuss items that are not on the agenda and will therefore not respond substantively to comments addressing such items.
 2. **Items on the agenda:** Before the Board begins its consideration of an agenda item interested public will have the opportunity to comment on that particular item. Each speaker may speak for up to three minutes with thirty minutes total allotted for public comment on each agenda item. Note that once the Board begins its discussion the item is closed for public comment unless the Board re-opens public comment.

BOARD MEETING CODE OF CONDUCT

- Maintain open, respectful body language.
- Give your full listening attention
- Stand in the other's shoes.
- Use a normal tone of voice.
- Don't interrupt.
- Use respectful language.
- Own your mistakes
- Share the floor/air time.
- Take the high road.
- Monitor your inner thoughts.
- Give each other the benefit of the doubt.
- Don't talk behind others' backs.
- Express gratitude and appreciation.

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AGENDA

OPEN SESSION

Procedural

- A. CALL TO ORDER
Meeting called to order by President Holbrook at:

- B. ROLL CALL

		Present	Absent	Late	Arrival Time
Stett Holbrook, President	(SH)				
Matt Langley, Vice President	(NS)				
Maureen Graney, Treasurer	(MG)				
(Open), Secretary					
Nick Sanders, Member at Large	(NS)				
Ryan Prichard, Member at Large	(RP)				
Jennifer Klein, Member at Large	(JK)				
Josh Bradt, Member at Large	(JB)				
Others attending:					
Recording Secretary for the meeting:					

Communications

- A. PUBLIC COMMENT (ON ITEMS NOT ON THE AGENDA)
If you wish to speak on an item not on the agenda, please fill out a "Request to Speak" form and hand it to the Board President. Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record. Each speaker may speak for up to three minutes, with fifteen minutes total allotted for public comment on non-agenda items. Note that the Board cannot discuss items that are not on the agenda and will therefore not respond substantively to comments addressing such items.

- B. OFFICIAL CORRESPONDENCE: none

- C. NEXT MEETING: BOARD RETREAT - Saturday, September 29, 2018, 9:00 am
REGULAR MEETING - Monday, October 1, 2018, 6:00 pm

Procedural

- A. ADJUSTMENT OF AGENDA

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 by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them.

- A. MINUTES FROM JUNE 18, 2018 REGULAR MEETING
- B. MINUTES FROM AUGUST 15, 2018 SPECIAL MEETING
- C. JUNE, JULY, AUGUST 2018 REGULAR WARRANTS AND EXPENDITURES
- D. JUNE 2018 LOCAL WARRANTS AND EXPENDITURES
- E. 2019 YTD FINANCIAL STATEMENTS (FISCAL13a) through AUGUST 31, 2018

Staff Recommendation: Approve all consent agenda items

Motion:

Moved By:		(SH)		(ML)		(RP)	
Seconded By:		(NS)		(AB)			
Action:		(MG)		(SB)			

Information (Reports and other items scheduled for information):

- EXECUTIVE DIRECTOR’S REPORT
- FACULTY REPORT
- CHARTER FOUNDATION REPORT
- BOARD OF DIRECTORS’ REPORTS
- OTHER REPORTS (Task Forces, etc.)

Items Scheduled For Consideration (Action may be taken on items discussed):

PUBLIC COMMENT ON ITEMS THAT ARE ON THE AGENDA: If you wish to speak on an item that is on the agenda (including closed session agenda items), please fill out a “Request to Speak” form and hand it to the Board President. Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record. Before the Board begins its consideration of an agenda item, interested public will have the opportunity to comment. Each speaker may speak for up to three minutes with thirty minutes total allotted for public comment on each agenda item. Note that once the board begins its discussion, the item is closed for public comment.

- A. DIRECTORS AND OFFICERS - OATH OF OFFICE / CODE OF CONDUCT
- B. RECOGNITION OF EXTRAORDINARY SERVICE TO SCHOOL AND COMMUNITY
Recognize the contributions of Alysson Baker and Bob Haroche

Staff Recommendation: Approve Resolution 20180910 in recognition of extraordinary service to the school and its community

Motion:

Moved By:		(SH)		(NS)		(JB)	
Seconded By:		(ML)		(RP)			
Action:		(MG)		(JK)			

- C. REVIEW / REFLECTION ON STATUS OF NEW CAMPUS AND START UP OF NEW YEAR
- D. BOARD SECRETARY – ELECTION
Replaces Director/Secretary who resigned from office
“Officers shall be elected by the Board of Directors at a noticed meeting and each officer shall hold office until he or she resigns...or until his or her successor shall be elected, whichever occurs first.”
“The Officers of the Corporation shall be a President/Chairperson of the Board, a Vice President/Vice Chairperson of the Board, both of whom shall concurrently serve as members of the Board; and a Secretary, and a Treasurer, both of whom may concurrently serve as members of the Board of Directors.”

The following candidates were put forth as nominees:

Nominee:	
1.	2.

The following officer was elected for the office of Secretary:

Nominee & Office	Tally of Votes (Y/N)							Result
	SH	ML	MG	NS	RP	JK	JB	

- E. SUMMIT STATE BANK ACCOUNTS
Facsimile Signature Agreement and Facsimile Corporate Certification for Summit State Bank for new After Care account. Change signatories on current account to include current Board Treasurer (MG) and new school Operations Manager (CV)

Motion:

Moved By:		(SH)		(NS)		(JB)	
Seconded By:		(ML)		(RP)			
Action:		(MG)		(JK)			

F. EPA FUNDS

Utilize education protection act funds to support instructional programs (teacher salaries) 2018-19 Plan/Estimate \$55,680; 2017-18 Actual \$55,940

Staff Recommendation: In accordance with standing board Resolution 2013 11 20 (dated November 18, 2013), spend the monies received from the Education Protection Act on current certificated teacher salaries and benefits (roll call vote)

Motion:

Moved By:		(SH)		(NS)		(JB)	
Seconded By:		(ML)		(RP)			
Action:		(MG)		(JK)			

G. UNAUDITED ACTUALS 2017-18

Review and consider approval of 2017-18 Unaudited Actuals financial report.

Staff Recommendation: Approve 2017-18 Unaudited Actuals financial report as submitted

Motion:

Moved By:		(SH)		(NS)		(JB)	
Seconded By:		(ML)		(RP)			
Action:		(MG)		(JK)			

H. GENERAL COMPLAINT POLICY

Review and consider revision of General Complaint Policy

Motion:

Moved By:		(SH)		(NS)		(JB)	
Seconded By:		(ML)		(RP)			
Action:		(MG)		(JK)			

I. BOARD PRIORITIES AND PLANNING

Discussion and possible action on setting goals and planning for 2018-19, including discussion of Saturday Sep 29 Board Planning meeting.

Motion:

Moved By:		(SH)		(NS)		(JB)	
Seconded By:		(ML)		(RP)			
Action:		(MG)		(JK)			

Identify Items for Future Agenda

ADJOURNMENT - The meeting was adjourned at: