

**MINUTES**  
**URBAN CORPS OF SAN DIEGO COUNTY CHARTER SCHOOL**  
**BOARD OF DIRECTORS MEETING**  
**3127 Jefferson St. San Diego CA 92110**  
**Video Conference Call - 451 Sierra Park Road Mammoth Lakes CA 93546**

**Sept 20, 2019 – 9:00 a.m.**

**NOTE:** In compliance with the Americans with Disabilities Act if you need special assistance to participate in the meeting, please contact the Urban Corps of San Diego County 48 hours prior to the meeting at (619)235-6884.

Full agenda packets are available for the public to review at the Urban Corps of San Diego County Charter School in San Diego, CA.

**ON THE WEB:** Agendas may be viewed at [www.urbancorpssd.org](http://www.urbancorpssd.org)

**PLEDGE OF ALLEGIANCE/**

**CALL TO ORDER:** 9:00 am

**MEMBERS PRESENT:** Karen Ludwig, Michelle Marcus, Atousa Manjazez

**MEMBERS ABSENT:** John Mendez

**UCCS/MCOE STAFF PRESENT:** Dan Thomas, Lisa Tomas, Stacey Adler, Jennifer Weston

**GUESTS/UCO STAFF PRESENT:** Kyle Kennedy

*In accordance with the law, the public and Board are hereby given notice that a tape recording of today's meeting is being made. This recording is to assist in the completion of the minutes. It is **NOT** a transcript of the meeting and may be disposed of in 30 days. The official transcript of this meeting will continue to be the adopted minutes.*

**PUBLIC COMMENT:** Kyle Kennedy, CEO of Urban Corps of San Diego County (UCO), reported on the progress of their new Escondido satellite site. UCO has secured grant funding for site renovations and is hoping to begin crew operations in the next few months.

**REPORTS:** NONE

**CONSENT AGENDA:** All consent agenda items for the URBAN CORPS CHARTER SCHOOL BOARD OF DIRECTORS are considered to be routine and will be enacted by one motion unless a board member requests separate action on a specific item. Approval recommended on all items listed:

- **Warrant Registers**
- **Approval of Minutes from the June 14, 2019 meeting**

**Michelle moved to approve the Consent Agenda which was seconded by Atousa and approved unanimously.**

**INFORMATIONAL ITEMS:**

## 1. CBO Memo &amp; Unaudited Actuals

Jennifer reported on the unaudited actuals and Form 62 which reflect year-end expenditures and the comparison of actuals from 18/19 to the 19/20 budget. The school maintains an-unrestricted reserve balance of 14.46%. Differences in the 18/19 unaudited actuals and the 19/20 budget include changes to LCFF funds due to planned increased in ADA. There is also planned increases to the National School Lunch program as a result of those same increases in ADA for 19/20. Local revenues projected for the 19/20 Employment Training Program (ETP) funds are decreasing only because the funding is not yet secured and therefore not accounted for in the budget until confirmed. We will know more about this funding source balance in 2nd interim. There is an increase in certification salaries and revenues due to additional sites opening. There is deficit spending reflected in the 18/19 actuals, however, this is a result of spending down carry over funds from the 17/18 budget.

**NEW BUSINESS:**

## 1. HM&amp;S Audit Planning and Engagement Letter

**Karen moved to approve the HM&S Audit Planning and Engagement letter which was seconded by Michelle and approved unanimously.**

**OLD BUSINESS:**

None

**PRINCIPAL'S REPORT:**

Dan Thomas discussed the CSI and MTSS grant fund plans designed to improve graduation rates through increased retention. Both programs are designed to improve systems related to student's academic, social/emotional and behavior outcomes. Efforts include the collection and disaggregation of data to inform academic instruction and support services that meet the needs of the student population. These plans involve programs to improve relationships between staff and students, the creation of focus groups and leadership teams to collect and analyze student achievement data, as well as the organization of regular team meetings and trainings for delegation and communication of program efforts. Dan is partnering with the CEO and COO of Urban Corps of San Diego County to participate in USD's Lean Six Sigma training program to improve attendance procedures and revamp the school's orientation and enrollment process, with an expected project completion date of December 9th, 2019. Dan reported that efforts are underway to support increased enrollment of the Vista and Inland campuses.

**SUPERINTENDENT'S REPORT:**

Superintendent Stacey Adler reported that MCOE Board Member, reported that there is a bill on Governor Newsom's desk concerning Differentiated Assistance funding for charter schools. If the school is invited to that program based on our dashboard, we would not receive additional funding, rather intensified support from MCOE. Stacey also reported that her and Christopher Platt, the MCOE Director of Public Libraries started the *Oxygen Starved* PodCast to discuss current events in Mono County as well as literacy topics.

**BOARD MEMBERS' REPORTS:**

None

**ADJOURNMENT:** 9:37 am