

MINUTES
URBAN CORPS OF SAN DIEGO COUNTY CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
3127 Jefferson St. San Diego CA 92110
Teleconference Site: 104 Round Drive Big Bear Lake CA 92315

June 15, 2018 – 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

**PLEDGE OF ALLEGIANCE/
CALL TO ORDER:** 9:04 am

MEMBERS PRESENT: Atousa Monjazebe, John Mendez, Karen Ludwig, Ingrid Neilson

MEMBERS ABSENT: Michelle Marcus

UCCS STAFF PRESENT: Dan Thomas, Caty Ecklund, Lisa Adams

URBAN CORPS STAFF PRESENT: None

GUESTS: None

*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: It is appropriate for the public to address the Urban Corps Charter School (UCCS) Board regarding items of public interest within the jurisdiction of the board before or during the Board's consideration of the items. Time allowed may be limited to three minutes per item. If a large number wish to speak on a specific item, the board may limit total input to 30 minutes on any item. Individuals or groups may address the board on items not listed on the agenda; however, no action can or will be taken on the unlisted items. Unless otherwise determined by the board, each person is limited to five minutes. Further, Education Code §35145.5 also establishes the right of the public to place items on the agenda directly relating to business of the UCCS Board of Directors. Agenda requests must be made in writing ten days prior to board meetings.

NONE

REPORTS: **THE BOARD MAY, IF TIME PERMITS, TAKE BOARD REPORTS AND SUPERINTENDENT'S REPORT AT ANY TIME DURING THE MEETING AND NOT AT A SPECIFIC TIME.**

There will be no board discussion except to ask questions or refer matters to staff, and no action will be taken unless listed elsewhere on the agenda or on a subsequent agenda:

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 March 16, 2018 meeting and the May 21st and 31st 2018 Special Board Meetings

Karen motioned to approve the Consent Agenda, which was seconded by John and approve unanimously.

INFORMATIONAL ITEMS:

CSBA Trainings – Lisa and Caty discussed the CSBA Manual and board trainings that are available to school board members. A list would be developed of various trainings the board could participate in.

NEW BUSINESS:

1. Action Item — Approval of LCAP and Annual Update 2018-2019

Caty discussed the LCAP update and how it relates to the school's budget and LCFF revenue. The update reports on the actions taken to meet the goals set in the original LCAP report and how expenditures have adjusted to those goals over the last year.

Adjustments made were the result of staffing changes.

Karen motioned to approve the LCAP and Annual Update which was seconded by John with Ingrid abstaining, followed by unanimous approval.

2. Action Item — Approval of Budget for School Year 2018-19

Caty reported that after analyzing last year's budget which included an ADA of 245 but which ended in an actual ADA of 228, it was decided to adjust this year's ADA to 230. Should the ADA actuals increase, the budget can also be increased. State funding increases included a onetime mandate cost approval from the Governor's office of \$344.00 per ADA. SB 740 funding was slightly less than last year at \$228 per ADA because of ADA coming in lower than the projected ADA. Local revenues fluctuate because of e-rate reimbursement actuals. Internet costs are reimbursed at rates from prior year in the form of a credit which are then applied to local revenue. This may be different than the current year actuals. For the expenditures section no new positions were added in either classified or certificated staff. Benefits were kept at \$850 per FTE employee for health and welfare. Retirement: PERS costs are going up to 18%, and STRS to 16.28%. Supplies and services remain flat. Carryover from grants and lottery funds are removed from the initial budget, but will included in 1st interims which is why there is a decrease in objects 4xxx and 5xxx's. The school has a projected fund balance of \$94,000 based on budgeted year revenue minus budgeted expenditures which allows for a 17% reserve.

Karen moved to approve the 2018-2019 school budget, which was seconded by John, with Ingrid abstaining, followed by unanimous approval.

3. Action Item – Approval of Fiscal Manual Resolution

Caty explained that the fiscal manual resolution is a fiscal guideline of the processes and procedures for the Charter School. When applying for grants, fiscal procedures are often requested. A school specific fiscal manual would make this process simpler and more authentic to our school. Still, the Mono County Office of Education established procedures are the default for those concerning payroll and purchasing.

Karen moved to approve the Fiscal Manual Resolution, which was seconded by John, with Ingrid abstaining, followed by unanimous approval.

4. Action Item — Approval of 18/19 School Calendar

Karen motioned to approve the 18/19 School Calendar, which was seconded by Atousa and approved unanimously.

5. Action Item – Approval of School Suicide Prevention Policy

Karen motioned to approve the School Suicide Prevention Policy, which was seconded by Atousa and approved unanimously.

6. Action Item – Approval of Tobacco Free School Policy

Atousa motioned to approve the Tobacco Free School Policy, which was seconded by John and approved unanimously.

**OLD BUSINESS:
PRINCIPAL’S
REPORT:**

NONE

Dan reported that the MOU’s with Urban Corps, Mono County, and the California Conservation Corps will be reviewed and revised before the next board meeting in September with support from the school’s attorney. In addition, revisions to the Board’s composition will be made in the Board’s bylaws and the school’s charter. All information will be provided to the board by late August for review before the next meeting. No materials changes will be made that would require state approval. Karen suggested that the board hold a meeting to discuss these changes with the attorney before a vote is held during the September meeting. Atousa stated that she is in contact with the attorney to receive guidance in the process. Dan is also working on obtaining quotes from insurance companies for liability insurance for the school.

**SUPERINTENDENTS
REPORT:**

On behalf of Stacey, Caty reported that this would be her last Board meeting. She is resigning to move to San Luis Obispo. Her last day will be the end of August.

**BOARD MEMBERS’
REPORTS:**

Ingrid reported her resignation from the board. This June meeting will be her last official board meeting but she plans to participate in the board as a member of the public.

9:39 am

ADJOURNMENT: