



Yuba River Charter School

CHARTER COUNCIL MINUTES

Meeting of April 6, 2011
3:30pm YRCS Bldg. 2

Yuba River Charter School is a community focused on the development of our children. The primary responsibility for the governance of the affairs of the school falls upon the Charter Council, composed of teachers, staff, parents and community member(s). Regular meetings of the Charter Council are held the second Wednesday of each month. The Charter Council invites input from all constituencies of the school. For more information regarding the functioning of the Charter Council, see the Charter Council By Laws and applicable policies.

1. Call to Order - 3:35 PM

CC Present: Doris Rainville (DR), Leila Barber (LB), Dan Martinez (DM), Torrie Mudd (TM), Robert Wallis (RW), Mariana Nielsen (MN), Newman Peery (NP)

Guests: Caleb Buckley (CB), Susan Egan (SE)

2. Public Comment

This is an opportunity for members of the public to address the council on non-agendized items. Note the council cannot discuss or take action on non-agendized items at this meeting, but such items may be agendized for a later council meeting for discussion and/or action. Agendized items may either be addressed at this time or when the items come up for discussion and/or action. All comments are to be pertinent to the business of the board as determined by the chair. Furthermore, comments which reflect adversely upon personal character or motives are out of order as are those which reflect racial, religious, economic or political views. Such statements are grounds for summary termination of the privilege of address.

Public Comment was extended to include sentiments from the community regarding a possible move to the Nevada City Elementary (NCE) campus this summer. See attached.

3. Consent Agenda Action Items - None

4. Discussion Items

TM passed out diplomas for all eighth graders for all CC members to sign.

a. The council will discuss the Treasurer or CFO position on the board.

This position is needed to bring financial expertise and oversight to the CC. In many schools this is the Business Manager and there is some support for appointing Susan Egan to this position; however, Susan's duties at the school are numerous and she is a direct report to the director. At this time, a more independent position is sought. Inquiries will be put in the newsletter looking for

community volunteers for this position and CC members are asked to consider friends and acquaintances who may be invited. In the meanwhile, Newman Peery will be temporarily appointed to the post as we need to complete a formal filing in May, but he may be unavailable starting in July.

b. The council will discuss the proposed changes to the Home Study program.

The Home Study program has faced several difficulties getting off the ground this past year, including a curriculum that proved challenging for untrained parents to teach. At May's CC meeting, the Home Study Committee will present recommendations on how to improve this program for the future. The main reasons for having the Home Study program are to provide a Waldorf-based option for Home Study families and to provide families on the wait list for a spot in a regular classroom a Waldorf alternative while they wait.

c. The council will discuss the letter from NCSOS regarding 2010/11 Second Interim Financial Report.

CC received a very positive report from the NCSOS oversight committee. This is the first of what will become routine financial verifications.

5. Discussion/Action Items

a. Shall the CC approve minutes for 2/15/11, 3/9/11, 3/18/11, and 3/25/11? RW 1st, DM 2nd - Passed unanimously as amended:

Shall the CC approve minutes for 2/15/11, 3/9/11, and 3/18/11, and 3/25/11? The minutes for 3/25 were not yet available and their approval was tabled until the next meeting.

b. Shall the council re-instate its \$7,000 health and welfare benefit cap for the 2011/12 school year? RW 1st, DM 2nd - Passed unanimously
Faculty discussed this item at their meeting and agreed to re-instate this cap for the time being.

c. Shall the council approve filing a waiver with the State for missed school day due to snow March 25, 2011? LB 1st, DR 2nd - Passed unanimously

d. Shall the council approve the hourly classified salary schedule for the 2011/12 school year? TM 1st, LB 2nd - Passed unanimously
Administration is recommending salary schedules for all YRCS employees to establish competitive salaries for our area. Salaries were established by comparing to other local Charter schools and ensuring recommendations were just under the average of these. The salaries are detailed as to level of service and include increases due to years of experience. Once the schedules are established, employees will be placed according to their levels. Then CC will have the task over time to move actual salaries towards these stated goals as money is available in the budget.

e. Shall the council approve the administrative classified salary plan for 2011/12 school year? DM 1st, RW 2nd - Passed unanimously
The same strategy of schedules as described above is being instituted. This is the first time a schedule has been developed for administrative positions.

- f. **Shall the council approve the school calendar and required instructional minutes for 2011/12 school year?** LB 1st, MN 2nd - Passed unanimously
The new school year starts a few days after Nevada Union (NU) High School's start date. It mostly follows NU's calendar with the exception of one in-service day. The new mandatory registration day the day before the first day of school was discussed. This sounds like a great opportunity for families to get familiar with the new campus, sign up for volunteer opportunities, and get paperwork taken care of. It was recommended that some late in the day hours be available for working families so they need not take time off work for this event and to discuss it often with families so they understand the importance of the event and will have it on their personal calendars.
- g. **Shall the council approve the resolution 1011-5 Authorization to sign and accept for Placer Title Co. giving Caleb permission to sign escrow papers for closing the Rough and Ready property?** NP 1st, DR 2nd - Passed unanimously
SE reported that with much help from James Robinson, and much hoop jumping by all those involved to answer the state's final requests, this step is almost completed and should be ready for CB to execute soon.
- h. **Shall the council approve the resolution 1011-4 to establish temporary inter-fund transfer which allows us to transfer money from the building project fund 35 to the operating budget fund 77?** DR 1st, TM 2nd - Passed unanimously
This provides an option for YRCS to manage the cash flow problem expected in June due to deferred payments from the state. It essentially allows the school to borrow money from one fund and then repay it from another fund once received.
- i. **Shall the council approve filing to become a 501C3 tax exempt corp.?** DR 1st, TM 2nd - Passed unanimously
This is needed before July to enable tax filing required due to the rental property on Old Dairy.

6. Reports

- a. **Director - Caleb Buckley - to include updates on attendance, enrollment, Bldg. project, and recommendation to change regular CC meeting schedule.**
- Highest enrollment YRCS has ever had, up to new milestone of 300 students. Next year should be even better with a potential gain of 9 students. Wait lists are strong in most grades.
 - Truancy letters will be sent out the first week of May. Recommends CC examine issue of changing charter bylaws to specify attendance requirements and consequences. Moving students with too many unexcused absences to the Home Study program is being considered.
 - The Building Committee continues to meet with architects and Project Managers. For now, the current schedule remains in place, but discussions continue. Much about the schedule depends on when funding from the state arrives. The next major step is to receive

design approval which will take at least 6-8 months, then we will be eligible to apply for the next apportionment.

- Due to a conflict with another meeting, the meeting day of the CC will change to the first Wed of the month beginning with the 2011/2012 school year. This requires a bylaws change.

b. Business Manager - Susan Egan - to include State budget update

- See above re finances and salary schedules.
- Met with a new health insurance broker who may be able to offer faculty and staff much better plans with more options, and a slight chance of lower prices in some cases.
- In May, CC will review budget for next year, including the \$350/child reduction due to the lack of a budget deal by the state legislature.

c. Parent Council - Robert Wallis

- Busy preparing for the May Fair. Baskets are out for donations in the classrooms.
- PC continues to be very conscious of its budget and is proactively addressing.
- Discussed placing a donation basket at Parent Ed events.

d. Ed Foundation - Doris Rainville

- YRCS has received an additional \$10,000 donation from an anonymous donor!
- After a slow start, the AFD has reached over \$90,000 and 80% participation at the time of the CC meeting. [Post meeting note, this has grown to over \$100,000 and 90% participation.]

e. Faculty - Leila Barber

- Parent Appreciation Tea was a big success.
- Teacher Appreciation Lunch is always a favorite faculty meeting and a wonderful time was had by all. Thanks to the PC!
- Looking forward to the Open House/Spring Assembly.
- STAR testing begins week of 4/11/11.
- Spring break is the week after that.
- Lots of field trips and class plays happening at this time of year.
- Pentathlon and Medieval Games are approaching.

f. CC Chair - Torrie Mudd - to include updates on Strategic Plan and policy/job descriptions.

- Strategic Plan work continues with about half of the Action Plans received.
- Identified some policies (Attendance and Volunteerism) and job descriptions (Director and Business Manager) that require updating.
- Will work on an end of the year all school survey that will be available electronically this year. CC to review prior to posting.

7. Closed Session: 6:00 PM

The Council invited in: Guests: Caleb Buckley (CB), Susan Egan (SE):

DM 1st, RW 2nd - Passed unanimously

- a. Shall the council approve the lease for NCE?
- b. Shall the council approve the extension of Bldg. lease on LLC Bitney Spring's property?
- c. Shall the council approve the contracts for Preschool, and Sweet Pea, Rose and Lavender Kindergartens for school year 2011/12?
- d. Shall the council approve the contract for the school Director for the school year 2011/12?
- e. Shall the council approve the contract for the school Business Manager for the school year 2011/12?

8. Reconvene and Report out of Closed Session

- a. LB 1st, TM 2nd Approved amended motion unanimously by roll-call: Doris Rainville, Leila Barber, Dan Martinez, Torrie Mudd, Robert Wallis, Mariana Nielsen, Newman Peery
Shall the council approve Caleb Buckley to sign the lease for NCE with the terms outlined in the letter of intent?
- b. DM 1st, LB 2nd tabled unanimously by roll-call: Doris Rainville, Leila Barber, Dan Martinez, Torrie Mudd, Robert Wallis, Mariana Nielsen, Newman Peery
- c. LB 1st, TM 2nd Approved Unanimously by roll-call: Leila Barber, Dan Martinez, Torrie Mudd, Robert Wallis, Mariana Nielsen, Newman Peery; DR recused herself and left the room for this portion of the meeting.
- d. DM 1st, LB 2nd Approved amended motion unanimously by roll-call: Doris Rainville, Leila Barber, Dan Martinez, Torrie Mudd, Robert Wallis, Mariana Nielsen, Newman Peery; CB left the room for this portion of the meeting
Shall the council approve to rehire the school director?
- e. LB 1st, DR 2nd Approved amended motion unanimously by roll-call: Doris Rainville, Leila Barber, Dan Martinez, Torrie Mudd, Robert Wallis, Mariana Nielsen, Newman Peery; SE left the room for this portion of the meeting
Shall the council approve to rehire the Business Manager for the 2011/2012 school year to include a \$5,000 stipend for work performed in school year 2010/2011?

9. Next Meeting Agenda Items and Action Items

a. May Meeting

- i. Shall the CC approve minutes for 3/28/11 and 4/6/11?
- ii. Shall the CC appoint a Treasurer to Parent Council?
- iii. Shall the CC approve proposed changes to the Home Study Program?
- iv. Shall the CC approve contracts for administration and staff?
- v. Shall the CC approve recommended class sizes for next year, including careful consideration for the Sweet Pea program and consideration of beginning of the year overenrollments?
- vi. Shall the CC approve a change to the bylaws to specify
 - attendance requirements and consequences?
 - meeting day change to the first Wed of the month?

- vii. Shall the CC approve the final Strategic Plan?
- viii. Review draft of revised YRCS Charter.
- ix. Review budget for 2011/2012 school year.

b. Action Items

- i. CC members to solicit Treasurer position from the community for the CC.
- ii. TM and RW to develop end of year all school survey based upon last years and send to CC for review. [Post meeting note, submitted.]

10. Call to Adjourn - 7:37 PM

Respectfully Yours,

Mariana Nielsen
Charter Council Secretary

Attachment 1 Public Comments

Stacy

This is the most controversial issue since I've been at the school.

It has taken the most time for Charter Council.

Thanks! for "holding" and listening to opinions.

When we first looked at NCE, it was because we needed the money. If that is not the case, let's not jump ship just because the grass might be greener, the "new thing", or because it would be "cool" to hang out in town.

We need to look at the cost of moving and the upheaval to our children.

This is the only school my kids have known.

Nathanial will have gone to three schools by the time he graduates.

There may be lots of variables. We don't know the utility and parking issues there, and what that building needs. At least here we know.

Such a short term - only 3 years - for such upheaval.

I hope the board first considers the money, then if it is close, considers the upheaval and lack of continuity.

The people that are excited about leaving think we'll save \$250,000/year and this information may have changed.

This has all drawn away from our new site and building our new home.

Can't we redirect that excitement?