

SAN JOSE CHARTER ACADEMY BOARD OF DIRECTORS
MINUTES
REGULAR MEETING
HELD AT 2021 W. ALWOOD ST., WEST COVINA, CA 91790
Elementary Cafeteria

April , 2017

4:00 p.m.
Regular Session

I. CALL TO ORDER: 4:10 p.m.

II. OPEN SESSION 4:10 p.m.

- a. Flag Salute
- b. Roll Call

BOARD OF DIRECTORS

Jeff Coronado	<u> x </u>
Tony Song	<u> x </u>
Matt Smith	<u>Arrived 4:20 p.m.</u>
Dave Wallach	<u> x </u>
Brad Manning	<u> x </u>

EXECUTIVE DIRECTOR

Dr. Denise Patton	<u> x </u>
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III. PRESENTATIONS: None

IV. BOARD OF DIRECTORS' REPORTS

V. ITEMS FROM THE FLOOR/PUBLIC COMMENT

Those who wish to address the Board of Directors on any items are requested to fill out a speaker's card and leave it with the Board Chairperson prior to the item being called. Please note: these are given to the Chairperson so that he can call speakers up at the appropriate time. Speakers wishing to address the Board on any matter not on the agenda may do so during "Items from the Floor/Public Comment" section. Please keep your comments to 3 minutes or less and try to not be repetitive. We will hear comments on any one topic for 30 minutes. Under provisions of the Brown Act, the Board is prohibited from taking action on oral requests but may refer the matter to staff or to a subsequent meeting.

VI. BUSINESS SESSION

A. Organizational

1. #75 Approval of Agenda and Consent items

Moved by Mr. Manning and seconded by Mr. Song

Approved the agenda and consent items for the regular meeting of March 14, 2017

Ayes 4 Noes 0 Abstain 0

Coronado x Song x Smith Wallach x Manning x

Consent

2. #76 Approval of Minutes

Moved by NA Seconded by

To approve the minutes of the regular meeting of February 7, 2017.

Ayes Noes Abstain

Coronado Song Smith Wallach Manning

3. Report of Information: Resignation of Board Member, Brad Manning.

With the resignation of Mr. Manning effective July 1, 2017, the SJCA Board discussed the process for seeking his replacement. During a previous Board meeting, members were invited to serve on the committee to find Mr. Manning's replacement. Dr. Patton and Mr. Manning volunteered. The Board felt a need to seek a new member that was outside of the SJCA school community; a member that had community business contacts and influence. Over the next month, Board members were encouraged to submit names of possible candidates

B. Education

4. Report of Information: Facilities Upgrade

Dr. Patton and Mrs. Cooper brought forward ideas relating to a possible facilities upgrade involving the JA field and basketball and volleyball courts. There was a discussion held regarding the type of field to install. Possibilities included natural sod, artificial turf, and artificial turf with track. Staff will continue to work with vendors to determine quote. In addition to the field upgrade, there was a discussion involving the upgrading of the basketball and volleyball courts. Staff presented pictures from a school visit, which had installed a specific "court flooring." Regarding court installation, it was suggested by staff for the school to prioritize the installation of the courts with the JA basketball court being installed first. This would be followed by the elementary court installation. It is possible that the volleyball court would not need to be installed since it can be built into the basketball court structure. The two sports do not compete in the same season. Further discussion was held involving types of backboard material, as well as the number of backboards to install.

5. Report of Information: The Leader in Me Lighthouse Program

Ms. Shiroma gave the Board an overview of The Leader in Me Lighthouse Program. She included components of the program, as well as professional development opportunities provided to staff.

6. Report of Information: LCAP Update – Goals 1, 3, and 4

Dr. Patton provided the Board with an LCAP update. SJCA is making strong progress toward the completion of activities outlined in our 2017 LCAP.

C. Business

Consent

7. #77 Purchase Orders

Moved by NA Seconded by _____

To approve/ratify listed purchase orders.

Ayes _____ Noes _____ Abstain _____

Coronado ___ Song ___ Smith ___ Wallach ___ Manning ___

Consent

8. #78 Warrant Approvals

Moved by NA Seconded by _____

To approve Warrants as presented.

Ayes _____ Noes _____ Abstain _____

Coronado ___ Song ___ Smith ___ Wallach ___ Manning ___

Consent

9. #79 Donations

Moved by NA Seconded by _____

To approve donations as presented.

Ayes _____ Noes _____ Abstain _____

Coronado ___ Song ___ Smith ___ Wallach ___ Manning ___

Consent

10. **#80** Contracted Services

Moved by NA Seconded by _____

To approved the following contracted services as presented.

Ayes _____ Noes _____ Abstain _____

Coronado ___ Song ___ Smith ___ Wallach ___ Manning ___

Consent

11. **#81** Food Service Adult Meal Pricing

Moved by NA Seconded by _____

To approve the adult meal pricing.

Ayes _____ Noes _____ Abstain _____

Coronado ___ Song ___ Smith ___ Wallach ___ Manning ___

Consent

12. **#82** SJCA Procurement Policies

Moved by NA Seconded by _____

To approve the SJCA Procurement Policies

Ayes _____ Noes _____ Abstain _____

Coronado ___ Song ___ Smith ___ Wallach ___ Manning ___

13. Report of Information: 2nd Interim Budget PPT

Mrs. Cooper provided the Board with detailed information relating to the 2016-2017 2nd Interim budget.

14. **#83** 2nd Interim Budget

Moved by Mr. Manning and seconded by Mr. Wallach

Approved the 2016-2017 2nd Interim Budget

Ayes 5 Noes 0 Abstain 0

A Coronado x Song x Smith x Wallach x Manning x

C. Personnel

15. **#84** Personnel Report

Moved by Mr. Manning and seconded by Mr. Song.

Approved/ratified the personnel report as presented.

Ayes 5 Noes 0 Abstain 0

Coronado x Song x Smith x Wallach x Manning x

VII. INFORMATION SESSION

1. Board of Directors' discussion
2. Dates to remember:
 - a. March 13th – 17th: SLC Week
 - b. March 15th – TK & Kinder Lottery
 - c. March 17th – SJCA Walk-a-thon
 - d. March 20th – 23rd Charter School Conference – Sacramento (Dr. Patton, Mrs. Shiroma, and Mrs. Cooper attending)
 - e. March 28th : 5:30/6:30 1st Grade Musical Performance
 - f. March 29th: 5:30/6:30 3rd Grade Musical Performance
 - g. March 30th: 5:30/6:30 4th Grade Musical Performance
 - h. April 3rd – 7th Spring Break Week
 - i. Spring Break: 8th Graders to Washington D.C.

**j. Next Board of Directors' meeting: Tuesday,
April 11, 2017 at 4:00 p.m.**

There being no further business to come before the Board of Directors, the regular meeting of March 14, 2017 is adjourned at

___ **6:24** _____ p.m. by ___ **Chairman Jeff Coronado** _____.