

**Howard Gardner Community Charter School
Meeting Notes/Minutes
Governing Board of School
Regular Board Meeting
May 25, 2016 5:00 PM
Howard Gardner Community School, 647 E St. Chula Vista, CA 91910**

**Present: Beverly Bautista, Scott Singh, Louis Barrios and Crystal Clumfoot
Absent: Sarah Cantu and Barry Taylor**

Recorder: Marisol Cortes

AGENDA ITEMS	DISCUSSIONS	ACTION / FOLLOW – UP
1.Call to Order & Pledge of Allegiance	<ul style="list-style-type: none"> • Call to order at 5:10 PM 	By: Crystal Clumfoot
2. Pledge of Allegiance		Led by: Crystal Clumfoot
3. Approval of agenda for May 25, 2016	<ul style="list-style-type: none"> • Approved 	1 st Scott Singh 2 nd Louis Barrios 3 Ayes 0 Nays 0 Abstained Approved
4. Approval of previous Board meeting minutes from April 20, 2016	<ul style="list-style-type: none"> • Approved 	1 st Louis Barrios 2 nd Scott Singh 3 Ayes 0 Nays 0 Abstained Approved
5. Public Communication	<ul style="list-style-type: none"> • One person 	No action required.
6. Closed Session- <i>began at 5:15 pm.</i> A. Conference with Legal Counsel- Anticipated Litigation B. Public Employee Appointment- Title: Executive Director	Closed session Began at 5:15 PM	No action required.
7. Closed Session Report- <i>at 6:11 pm.</i>	<ul style="list-style-type: none"> • No reportable action at this time 	

AGENDA ITEMS	DISCUSSIONS	ACTION / FOLLOW – UP
8. Comments from the Board concerning items not on the Agenda (Board Members Only)	<ul style="list-style-type: none"> • None 	
9. Reports: Executive Director, Teacher, PAC, SSC report(s) (attach copy of written report)	<ul style="list-style-type: none"> • Beverly Bautista gave the Director’s report • John Class gave the Teacher’s report • Marisol Cortes gave the SSC report • Laura Gonzalez and PAC gave the PAC report 	
Discussion Items:		
10. Update on Directors Position	<ul style="list-style-type: none"> • Have a decision by Junes board meeting 	No action required.
11. Schedule for summer board meetings	<ul style="list-style-type: none"> • Will meet June 15th @ 5:00 PM • Will NOT have a July 2016 board meeting • Board meetings will resume in August 2016 	1 st Louis Barrios 2 nd Scott Singh 3 Ayes 0 Nays 0 Abstained Approved
12. LCAP 2016-17 2 nd reading	<ul style="list-style-type: none"> • Beverly Bautista shared LCAP updates 	No action required.
13. Discussion of security cameras	<ul style="list-style-type: none"> • Beverly Bautista shared quote • Board members asked for a 2nd bid 	No action required.
14. Review 2016-17 preliminary budget	<ul style="list-style-type: none"> • Delano Jones, CSMC, shared budget 	No action required.
15. Review April 2016 financial report	<ul style="list-style-type: none"> • Delano Jones, CSMC, shared report 	No action required.
16. Discussion on school lunch program	<ul style="list-style-type: none"> • Delano Jones and Marisol Cortes shared lunch program information 	No action required.
Action Items:		
17. Discussion Action on outstanding revolving loan balances	<ul style="list-style-type: none"> • Delano Jones, CSMC, shared report • Approved to take Option 2 for repayment of outstanding revolving loan 	1 st Louis Barrios 2 nd Scott Singh 3 Ayes 0 Nays 0 Abstained Approved

AGENDA ITEMS	DISCUSSIONS	ACTION / FOLLOW – UP
18. Make Beverly Bautista the primary signer on the HGCS Mission Federal bank account with access to debit card	<ul style="list-style-type: none"> Approved 	1 st Louis Barrios 2 nd Scott Singh 3 Ayes 0 Nays 0 Abstained Approved
19. Resolution to remove Lavar Watkins form HGCS Mission Federal Bank account permanently	<ul style="list-style-type: none"> Approved 	1 st Scott Singh 2 nd Louis Barrios 3 Ayes 0 Nays 0 Abstained Approved
20. Approval of phone system from Charter Tech Services	<ul style="list-style-type: none"> Tabled to June’s board meeting 	1 st Scott Singh 2 nd Louis Barrios 3 Ayes 0 Nays 0 Abstained Approved
21. Adjournment	<ul style="list-style-type: none"> Meeting adjourned at 7:33 PM Next meeting on June 15, 2016 at 5:00 PM 	1 st Scott Singh 2 nd Louis Barrios 3 Ayes 0 Nays 0 Abstained Approved

Print Name (Governing Board Secretary of Howard Gardner Community Charter School)

Signature

Board-Approval Date