

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

September 6, 2016

5:00 p.m.  
Regular Session

- I. CALL TO ORDER: \_\_\_\_\_
  
- II. OPEN SESSION \_\_\_\_\_ p.m.
  - a. Flag Salute
  - b. Roll Call

BOARD OF DIRECTORS

Jeff Coronado \_\_\_\_\_  
Tony Song \_\_\_\_\_  
Matt Smith \_\_\_\_\_  
Dave Wallach \_\_\_\_\_  
Brad Manning \_\_\_\_\_

EXECUTIVE DIRECTOR

Dr. Denise Patton \_\_\_\_\_

- III. REPORT OF ACTION TAKEN IN CLOSED SESSION
  
- IV. PRESENTATIONS: None
  
- V. BOARD OF DIRECTORS' REPORTS
  
- VI. 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.

## VII. BUSINESS SESSION

### A. Organizational

1. Approval of Agenda and Consent items

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve the agenda and consent items for the regular meeting of September 6, 2016.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado \_\_\_ Song \_\_\_ Smith \_\_\_ Wallach \_\_\_ Manning \_\_\_

Consent

2. Approval of Minutes

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve the minutes of the regular meeting of August 1, 2016.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado \_\_\_ Song \_\_\_ Smith \_\_\_ Wallach \_\_\_ Manning \_\_\_

### B. Education

3. Report of Information: 2016 Testing Results

Ms. Shiroma will update the Board on the 2016 testing results.

**C. Business**

Consent

4. Purchase Orders

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve/ratify listed purchase orders.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado \_\_\_ Song \_\_\_ Smith \_\_\_ Wallach \_\_\_ Manning \_\_\_

Consent

5. Warrant Approvals

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve Warrants as presented.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado \_\_\_ Song \_\_\_ Smith \_\_\_ Wallach \_\_\_ Manning \_\_\_

Consent

6. Partnership with University of La Verne

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve the partnership between University of La Verne and San Jose Charter Academy.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado \_\_\_ Song \_\_\_ Smith \_\_\_ Wallach \_\_\_ Manning \_\_\_

Consent

7. Donations

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve the donations made to San Jose Charter Academy.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado \_\_\_ Song \_\_\_ Smith \_\_\_ Wallach \_\_\_ Manning \_\_\_

8. Report of Information: Presentation of Unaudited Actuals

Kathy Cooper, Business Services Manager will make a presentation on SJCA's Unaudited Actuals.

9. Unaudited Actuals

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve the unaudited actuals as presented.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado\_\_\_ Song\_\_\_ Smith\_\_\_ Wallach\_\_\_ Manning\_\_\_

Consent

10. Classified Salary Scale Adjustment

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve the adjustment to the classified salary scale.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado\_\_\_ Song\_\_\_ Smith\_\_\_ Wallach\_\_\_ Manning\_\_\_

Consent

D. Personnel

11. Personnel Report

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve/ratify personnel as presented.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado\_\_\_Song\_\_\_Smith\_\_\_Wallach\_\_\_Manning\_\_\_

Consent

12. Employee Handbook

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

To approve the 2016 Employee Handbook.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_

Coronado\_\_\_Song\_\_\_Smith\_\_\_Wallach\_\_\_Manning\_\_\_

VIII. INFORMATION SESSION

1. Board of Directors' discussion
2. Dates to remember:
  - a. Sept. 7<sup>th</sup> –Picture Day
  - b. Sept. 9<sup>th</sup> – Miracle Jeans Day
  - c. Sept. 12<sup>th</sup> – PTO Board
  - d. Sept. 25<sup>th</sup> – W.C. Day at the Fair
  - e. **Sept. 19<sup>th</sup> – W.C. Charity Golf Classic**
  - f. **Oct. 4<sup>th</sup> – Next Board Meeting**

There being no further business to come before the Board of Directors, the regular meeting of September 6, 2016 is adjourned at

\_\_\_\_\_ p.m. by \_\_\_\_\_.