

Minutes

Cottonwood Creek Charter School

Board of Directors' Meeting

Wednesday, April 19th, 2017
3:30 PM Cottonwood Creek Library, 3425 Brush Street
Cottonwood, CA 96022

1. Call to Order

Brian Heese, Board President called the meeting to order at 3:32 pm.

In attendance: Brian Heese, Board President; Ryan Wildauer, Board Treasurer; Lynn Peebles, community board member; Chris Yoder, parent board member; Mark Boyle, Charter School Director; Erin Claassen, Charter School Administrative Assistant

Absent: Christopher Lynn, Board Secretary

2. Pledge of Allegiance

The pledge was led by Mark Boyle.

3. Public Comment

No public comment.

4. Action Items/Discussion Items

a. **Approval of Agenda – correction to 16/17 on i**

A motion was made by Chris Yoder to approve the agenda as presented with the exception of a date change on 4.i. from 2015/16 to 2016/17. The motion was seconded by Lynn Peebles.

Vote: Unanimous in favor.

b. **Approval of Minutes from the March 13th, 2017 Board Meeting**

A motion was made by Ryan Wildauer to approve the minutes from the March 13, 2017 board meeting as presented. The motion was seconded by Chris Yoder.

Vote: Unanimous in favor.

c. **Approval of Warrants / Review Credit Card Statement**

The warrants were presented. The board asked that pages be numbered at the bottom to clarify discussion. The Credit Card Statement was reviewed. The board asked that a notation be made next to each item on the statement indicating what the purchase was for. A motion was made by Lynn Peebles to approve the warrants as presented. The motion was seconded by Ryan Wildauer.

Vote: Unanimous in favor.

d. **Approve Revision to Budget Director Contract for 2016/17 School Year**

Increase .2 FTE to .33 FTE for 2016/17 School Year

A motion was made by Chris Yoder to revise the Budget Director Contract for 2016/2017 School Year as presented. The motion was seconded by Lynn Peebles.

Vote: Unanimous in favor.

e. Approval of Agreement to Provide "FEMP" Facility Energy Master Plan

Prop 39 Energy FEMP Contract

Company Name: *Indoor Environmental Services*

The Agreement to Provide "FEMP" Facility Energy Master Plan was reviewed. A motion was made by Lynn Peebles to approve the Agreement to Provide "FEMP" Facility Energy Master Plan. The motion was seconded by Chris Yoder.

Vote: Unanimous in favor

f. Discuss and Review School Climate Survey

The 2017 School Climate Survey to be sent out via Survey Monkey was reviewed. The board provided feedback and it was determined the survey would be active starting April 26, 2017 and ending June 1, 2017.

g. Discuss Revision to Operational MOU for 2017/18 School Year

Addition of Business Services provided by District

Mark Boyle informed the board that he has met with Laura Merrick at the Cottonwood Union School District. The district has offered business services for the charter school for a flat fee of \$20,000 per year. An MOU will be created and reviewed for approval in the next few months.

h. Approval of Revised 2017/18 School Calendar

The 2017/18 School Calendar was reviewed. A motion was made by Ryan Wildauer to approved the Revised 2017/18 School Calendar. The motion was seconded by Chris Yoder.

Vote: Unanimous in favor.

i. Approval of Extra Duty Stipends for 2016/17 School Year

Greg McKinley – 4th Quarter Study Hall / Two days a week

A motion was made by Lynn Peebles to approved the Extra Duty Stipend for the 2016/17 school year. The motion was seconded by Ryan Wildauer.

Vote: Unanimous in favor.

5. Informational Items

a. Technology Purchases

The board requests a 5-year plan for updating and/or replacement of charter school computers.

Report for May meeting

b. Professional Development and Upcoming Conferences

CCSA – 3 attended

Daily 5 – 4 going 4/21-4/22

Future Brown Act training for the board

Request up date on amounts spent already

c. Enrollment and Class Size Projections for 2017/18

Deadline – 4/29/17

Most classes will be full except 8th grade

- d. Facilities Update – District Surplus of Property Update

The district will not have to go out to bid on the property. The district can sell directly to the charter school. Both the district and the charter school will get appraisals on the property.

- e. 8th Grade Activities and Graduation

6. **Closed Session: Adjournment to Closed Session during this meeting to consider and/or take action upon the following items:**

**6.1 Pursuant to Government Code Section 54957,
Public Employee Discipline/Dismissal/Release/Evaluation**

Nothing to report

7. Future Items/Next Meeting Date: Monday, May 8th, 2017 at 3:30 p.m. (Regular Board Meeting)

8. Adjourn

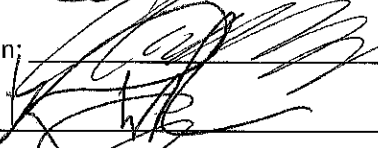
The meeting was adjourned by Brian Heese at 5:05 pm.

Approved by:

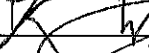
Brian Heese:



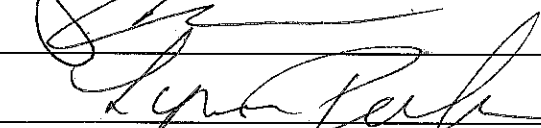
Christopher Lynn:



Ryan Wildauer:



Chris Yoder:



Lynn Peebles:

