

**Cottonwood Creek Charter School
Board of Director's Meeting
Agenda Minutes**

For

Monday, April 16, 2018

3:30 p.m. Cottonwood Creek Charter School Library
3425 Brush Street, Cottonwood, California 96022

- 1. CALL TO ORDER** – Ryan Wildauer, President, called the meeting to order at 3:30 p.m.

Board members present: Ryan Wildauer, President; Lynn Peebles, Secretary; Christopher Lynn, Parent Representative; Brian Heese, community representative

Board members absent: Chris Yoder, Treasurer

Others Present: Mark Boyle, Charter School Director; Erin Claassen, Administrative Assistant; James Bush

- 2. PLEDGE OF ALLEGIANCE** – Mark Boyle led the flag salute.

- 3. PUBLIC COMMENT**

none

- 4. ACTION ITEMS / DISCUSSION ITEMS**

A. Approval of Agenda

Action: Motion was made by Brian Heese to approve the agenda as presented. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

B. Approval of Minutes from the March 12, 2018 Board Meeting

Action: Motion was made by Brian Heese to approve the minutes from the March 12, 2018 Board Meeting as presented. The motion was seconded by Lynn Peebles.

Vote: Unanimous in favor.

C. Approval of Warrants

Action: Motion was made by Lynn Peebles to approve the Warrants as presented. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

D. Approval to Hire Project Facilities Manager

Approve Personnel Services Contract / Consultant Agreement with James Bush

Action: Motion was made by Christopher Lynn to approve the Personnel Services Contract / Consultant Agreement with James Bush. The motion was seconded by Brian Heese.

Vote: Unanimous in favor.

E. Approval Declaration of Surplus Property

5 Portable Classrooms (Room 24, 25, 26, 27, 28)

Action: Motion was made by Brian Heese to declare the 5 portable classrooms as surplus property. The motion was seconded by Lynn Peebles.

Vote: Unanimous in favor.

F. Approve Bill of Sale for 3 Surplus Portable Classrooms

Sale of Rooms 26, 27, 28 to Robin Bidwell

Action: Motion was made by Brian Heese to approve Bill of Sale for 3 Surplus Portable Classrooms to Robin Bidwell. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

G. Approve Request for “Statement of Qualification and Proposal.”

Architectural / Engineering / Project Management Services

James Bush presented the “Statement of Qualification and Proposal.”

Action: Motion was made by Lynn Peebles to approve the request for “Statement of Qualification and Proposal.” The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

5. INFORMATIONAL ITEMS

A. Cottonwood Fire Department Update and Request

The new fire department is looking for drainage solutions & possibly using some of our property. More information to come.

B. 5th Grade Sacramento Trip – April 23rd

C. Teacher/Staff Appreciation Week (May 7-11)

Staff Meeting & Lunch May 9

D. Enrollment and Class Size Projections for 2018/19

All classes likely to be full

E. Facilities Update / Lawn Maintenance Service

Additional hours of lawn & landscaping maintenance projected for the 2018/2019 school year

F. School Safety Update

An armed guard would cost \$245/day. Gary Bayles, a retired peace officer, has volunteered to help with campus security a few times a week.

G. Vendor and Volunteer Luncheon – May 16

H. 8th Grade activities and Graduation

- **Kindergarten Graduation – May 22 at 6:30**

Christopher Lynn will distribute diplomas

- **8th Grade Graduation – May 24 at 6:30**

At North Cottonwood School. Christopher Lynn will distribute diplomas.

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 Performance Evaluation**

Public notice of action taken in closed session:

Closed session started at 4:27 p.m. and ended at 4:49 p.m.

Ryan Wildauer reported that no action was taken in closed session.

7. Future Items / Next Meeting Date

The next meeting of the Board of Directors for Cottonwood Creek Charter School will be Monday, May 14, 2018 at 3:30 (Regular Board Meeting)

Motion was made by Lynn Peebles to adjourn the meeting. Motion was seconded by Christopher Lynn. The meeting was adjourned by Ryan Wildauer, President, at 4:50 p.m.

Minutes approved

Brian Heese _____

Ryan Wildauer _____

Christopher Lynn _____

Chris Yoder _____

Lynn Peebles _____