

Charter School of Morgan Hill



Board of Director Minutes: January 14, 2003

Closed sessions began at 7 PM

Open sessions began at: 7:35 PM

Board Members Present: John Varela, Marcy Tomsheck, Myles Taketa, Cinda Meister
Sharon Sousa, Paige Cisewski, and Lynn Mitoma

Also in attendance: Mary Smathers, Elaine Feeny, Claudette Beatty, and Debbie Hargadon
David Cross

Absent: Noreen Bergin

Roll was taken of members present, as reflected above.

Members of the Public:

Visitors: Bill Pollard, Katrina McCollum, Diane Mack-Williams, and Michelle Sampson

Taketa motioned for Dec. 3, 2002 minutes to be approved. Mitoma seconded Approved. 7 – 0

Action Items:

Approve 7th grade field trip; Approve 7th grade fundraiser: Mr. Cross presented 7th grade field trip status. (See handout). Preferred site is Lair in Sonora, CA. This camp offers appropriate science camp curriculum with team building/self-confidence development along side. April 7 through the 11 is the time frame, which is now NOT going to be the same time as the 6th grade's trip to Mount Herman. Camp requires 1 adult per 10 students. Mr. Cross would like 2 men and 2 women as chaperones. We have 29 in class right now – but 27 potential attendees.

This camp has been around for 5 years. What role does parent need to pay? They would be driving a 3 to 4 hour drive. Departure time would be at a respectable hour. Parents would provide counseling and discipline role.

What are the expectations financially of the board? Mr. Cross indicated none. Those who prefer will pay and fundraising can go to offset scholarships. The school should not be in a position to have to offset the price of the camp. A fundraising proposal was also presented with the selling of heart shaped topiaries and candies.

Cisewski suggested with each fundraiser that we do, we should hold a percentage aside for scholarship funding for major fieldtrips.

Sousa asked if there is a behavior standard that students must meet prior to attending a Field Trip like this. There needs to be solid citizenship characteristics in place. How would this be judged?

Cisewski motioned to approve the 7th grade field trip. Meister seconded. Approved 7 –0.

Taketa motioned to approve the 7th grade field trip fundraising plan. Tomsheck seconded. Approved. 7 – 0

Discussion Item:

Open Enrollment procedures revisions. See attached proposal regarding Wait List carry over of any student on a waitlist for the current school year as a result of last year’s lottery, who has not yet been offered placement. All discussion was favorable to revise the admissions procedures.

Diane Mack-Williams and Michelle Sampson spoke in support of giving waitlisted families a priority to hold their waitlist position as long as they continued yearly to re-enroll their children.

Action: 1. What is the process to amend the charter? Lisa Corr’s opinion is that this is not enough of a material change to amend the Charter. Float this revision past MHUSD to see if they have any issues with it. 2. Place this topic as an action item for a vote at the next meeting. If there are no district relationship problems and legal issues – then Administration can send a letter out to waitlisted parents advising on the change in policy.

Comments/questions from board members on reports in board packet:

Discussions around absences and the impact of money lost. Board agreed we need our own policy for tardies and absences and procedures for Independent Studies, vacation times, with sample letters that will be mailed as reminders for excessive tardiness and absences.

Action – by next Board meeting present an update. California doesn’t have a law stating you must attend school so many days before you can pass. We need to show what our letters look like and what our policy is for tardies and absences. Sousa committed to update the Board on attendance in the Principal’s report.

Discussion held regarding state budget cuts.

Final audit report was included as back-up for this meeting

Sound baffles – a lost cause due to one key person in Fire Dept. who denied our plan.

Additional action items:

Approve moving Bd meeting to 2nd Tues. of the month. Mitoma motioned we move Charter School Board Meetings to the second Tuesday of each month effective Feb. 2003. Taketa seconded. Approved 7 – 0.

Finalize leadership evaluation procedures: Mitoma presented. No changes made to time line but added more details. Discussion centered on month of March details as to when contracts should be signed. Language will change to say “contracts will be ratified by Board in May at latest.” Contract year will stay July 1 through June 30. This should get relabeled as a Procedure as a Policy is in place.

Administrative Goal sheet is attached as sample format and was reviewed by Mitoma. Cisewski moved we approve with amendments or changes. Mitoma seconded. Sousa abstained. Approved 6 –0.

Finalize teacher evaluation and timeline. Sousa presented. Three documents need to be included. Timeline for needs for next year, schedule for teacher evaluations but evaluation process was missing. **Action:** Place on next agenda with a procedure for the evaluation process.

Set date for Board Retreat on Budget and Organizational Structure Issues. Need to work on budget in one session and Organizational structure as a 2nd topic. Agreed 8AM – 1PM on a Saturday would be best - in early March. Tomsheck motioned to approve, Mitoma seconded. Approved 7 – 0.

Discussion Items Continued:

Update on Special Ed services. Attached is copy of a letter sent to MHUSD regarding where we are with RSP (Resource Specialist Program.) Actual RSP specialist just TODAY, Jan. 14, 2003, observed Larine State, the RSP aide, working with students. Claudette defended the District by saying they are short staffed and that their Director is beginning next week. Note: IEP means Individual Educational Plan.

Review Draft of Annual Bd Calendar – moved to Organizational calendar.

Math update – Sousa met with Mrs. Price and Lori Mains. – See handout from Math committee. Need another update by next Board meeting with more fine detailed data.

Respectfully submitted,

Debbie Hargadon
Administrative Assistant

for Sharon Sousa, Principal
Board Secretary