

Urban Charter School Collective (UCSC)
Board Meeting Agenda
March 11, 2012

Board Members

Kou Xiong, President

Frank O'Connor, Vice-President and Associate Supt. Policy

Stacie Ivery, Secretary/Treasurer through Dec. 2012

Vacant as of Feb 2013.

Jennifer Lopez, SCUUSD Representative

Dennis Mah, Board Member and Superintendent

6:00 p.m. Convene

6:05 Closed Session

6:35 Resume Open Session

9:00 Adjourn

Lisbon Elementary Staff Room

7555 S. Land Park Drive Sacramento 95831

1. CALL TO ORDER 6:00

2. BOARD ROLL CALL (1 min.) **6:00 – 6:01.**

3. ADJUST AGENDA ITEMS AS NEEDED (4 min.) **6:01 – 6:05.**

4. PUBLIC COMMENT. Limit two minutes per person and ten minutes per issue listed in the agenda.

Closed Session (30 min.) **6:05 – 6:35.**

C-1. Appointments and Resignations if any

C-2. Quarterly Evaluation Educator on Special Assignment

C-3. Other

Closed session documents distributed at meeting.

Resume Open Session **6:35.**

5. REPORT OUT FROM CLOSED SESSION. (5 min.) **6:35 – 6:40.**

6. APPROVE MINUTES from Feb. 14, 2013 meeting. (10 min.) **6:40 – 6:50.**

7. MONTHLY ADMINISTRATIVE REPORTS. The monthly reports are intended to give board members and the public an overview of the school's operation.

7.1 Principal's Report on Instruction & Learning (20 min.) **6:50 – 7:10.**

7.1.1 ELAC update

7.1.2 Academy Council update

7.1.3 Monthly enrollment and attendance update

7.1.4 Suspension and behavior referral update

7.1.5 Other – Enrollment for 2013-14, Lottery, Transitional Kindergarten, complaints, etc.

7.1.6 ACTION ITEM – Approve new 4th grade position beginning 2013-14 due to growth.

7.2 Business Office Manager's Summary of Finances & Operations (10 min.) **7:10 – 7:20**

7.2.1 Profit & Loss Statement and Balance Sheet through end of prior month.

7.2.2 Consolidated Application and Reporting System (CARS) due and submitted on Feb 28, 2013.

7.2.3 Cash flow update will be presented in Item 9 below.

7.2.4 At May board meeting will be bringing for approval a list of staff who will be given reasonable assurance of returning in 2013-14. The reasonable assurance letter must be delivered 30 days before the end of the school year.

7.3 SATURDAY UNIVERSITY Pilot Program. (5 min.) **7:20 – 7:25.**

8. ACTION ITEM – Approve Second Interim Report due March 15, 2013. (10 min.) **7:20 – 7:30.**

9. ACTION ITEM – Approve Application for Exemption from June to July Deferral due April 1, 2013. (10 min.) **7:30-7:40.**

10. ACTION ITEM – Respond to district's facilities proposal for 2013-14 and 2014-15 due April 1, 2013. (10 min.) **7:40-7:50.**

11. ACTION ITEM – Approve sending board members and administrative staff, who have not previously attended, to the Charter Schools Development Leadership Institute (Boot Camp) June 23-28, 2013 at Marconi Conference Center in Marin County. Prospective participants must apply and be accepted. \$895/accepted participant for registration, materials, meals and lodging. (5 min.) **7:50-7:55.**

NOTE: If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact Dennis Mah (916 835-9088) at least 48 hours before the scheduled Board meeting so we may make every reasonable effort to accommodate you. [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)] Regularly Scheduled UCSC Board meetings are held on the second Monday of each month.

- All meetings start at 6:00 PM and are conducted in the Lisbon Elementary School Library.

- Regular board meetings for 2012-13 have been scheduled for Aug 13, 2012, Sept 10, Oct 8, Nov 12, Dec 10, Jan 14, 2013, Feb 11, Mar 11, Apr 8, May 13, June 10, July 8, 2013.

12. CONFERENCE to ACTION – Review draft of board operation policy in regard to board member succession. If appropriate adopt at this meeting or April regular board meeting. (30 min.) 7:55 – 8:25. (K. Xiong)

13. INFORMATIONAL ITEM – Report on Teacher responses to the questions raised at the Board retreat. (20 min.) 8:25 -8:45. (V. Xiong and O'Connor)

14. INFORMATIONAL ITEM – Timeline for possible 2nd campus for 7th & 8th and for the 108 on the K-6 wait list. (10 min.) 8:45 – 8:55.

15. Board members identify items for future board agendas (5 min.) 8:55 – 9:00.

16. ADJOURN 9:00

Issues identified at the March 11, 2013 meeting for the April 8th meeting agenda:

1. **INFORMATIONAL ITEM** – Patrick Vang’s evaluation of the Hmong Language Development program. (15 min.)
2. **INFORMATIONAL ITEM** – William Vang external evaluator report. The report is late due to death in family. The information is still useful for 2013-14 planning. Given that report is late, the payment for work will be reduce to a fair price through negotiation. (15 min.)
- 3.
- 4.

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