

Urban Charter Schools Collective (UCSC)  
Board Meeting Agenda  
**February 8, 2016**  
**Regular Board Meeting**  
This meeting is being video recorded.

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**Board Members**

Miles E. Myles President (Term Expires June 2016)  
Lance Fang, Vice President (Term Expires June 2018)  
Dennis Mah, Board Treasurer (Term Expires June 2018)  
Kou Xiong, Board Member (Term Expires June 2016)  
\_\_\_\_ Vacant; Board Secretary (Term Expires June 2017)  
\_\_\_\_ Vacant; Board Member (Term Expires June 2017)  
\_\_\_\_ Vacant; SCUSD Representative (no expiration)

6:00 p.m. Convene  
6:05 Closed Session  
6:35 Reconvene Open Session  
9:00 Adjourn

**Lisbon Elementary Staff Room**  
7555 S. Land Park Drive, Sacramento 95831

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\* Supporting materials will be distributed at the meeting.

- 1. CALL TO ORDER** 6:00 PM
- 2. BOARD ROLL CALL** 6:01 PM
- 3. ADJUST AGENDA ITEMS AS NEEDED** 6:02 PM
- 4. PUBLIC COMMENT – Limit Two Minutes Per Person And Ten Minutes Per Issue Listed In The Agenda** 6:05 PM
- 5. INFORMATIONAL ITEM – Update on Hmong Language Development & Movement Program** 6:05 PM

**Closed Session: 6:30 PM**

- C-1. Transitions: Hires, Resignations, And Leaves
- C-2. Staff Retention Update
- C-3. OCR & CDE Update
- C-4. Discuss Resignation, Election Of Officers & Appointment Of New Member

Closed session minutes from previous month's meeting will be distributed during closed session.

*Closed session intended for:*

- 1) considering appointment, employment, evaluation of performance, discipline or dismissal of an employee (employee may request hearing of discipline or complaint be done in opens session);
- 2) meeting with law enforcement or security personnel concerning the security of public buildings and services;
- 3) receiving advice from legal counsel concerning existing litigation, initiating litigation, or situations involving significant expose to litigation;
- 4) considering labor negotiations, although final decisions concerning salaries must be made in public;
- 5) considering price and term in connection to purchase, sale, exchange or lease of real property.

*Definition: Significant exposure to litigation is created when: 1) existing facts and circumstances are not known to plaintiffs, 2) a claim is received threatening litigation, 3) a person at a public meeting threatens litigation, 4) a person outside a public meeting threatens litigation and an agency official having knowledge of the threat makes a record of the statement prior to the meeting. Brown Act 54956.9(b)(3)*

- 6. REPORT OUT CLOSED SESSION** 7:00 PM
- 7. CONSENT AGENDA** 7:10 PM
  - a) Approval Of Regular Meeting Minutes On December 14, 2016.
  - b) Approval Of Regular Meeting Minutes On January 11, 2016.
  - c) Approval Of Special Meeting Minutes On January 25, 2016.
- 8. INFORMATIONAL ITEM – Monthly Administrative Reports** 7:30 PM\*
  - 8.1 Principal's Report On Instruction & Learning
    - 7.1.1 Enrollment, Attendance & Student Disciplinary Actions

NOTE: If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact Lee Yang (916) 752-8791 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)]  
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7.1.2 Core Curriculum & Instruction

7.1.2.1 Update Of Moby Max Usage – What Is The Impact On Scholars Using Moby Max At YPSA?

7.1.3 Academy Council – Budget And LCAP Update

7.2 Business Office Manager's Summary Of Finance & Operation 7:50 PM\*

7.2.1 Cash Flow & Balance Sheet Review With Board

**8. ACTION ITEM – Approval Of ConApp Draft Part 2 Due To CDE On Feb 29, 2016 8:05 PM\***

**9. ACTION ITEM – Approval To Update Check Signer(s) And Add New Signer(s) Onto The Current General And Student Activities Financial Accounts With Union Bank. 8:25 PM\***

**10. ACTION ITEM – Teach For America Contract Update 8:30 PM\***

**11. ACTION ITEM – Change In March 14, 2016 Regular Board Meeting Date 8:40 PM\***

**12. INFORMATIONAL ITEM – Superintendent's Presentation On Planned Use For Remaining 2015-2016 Budget 8:45 PM\***

**13. INFORMATIONAL ITEM – Superintendent's Update On Strategies To Begin Work On Fundamental Processes And Procedures For The Organization. 8:50 PM\***

**14. BOARD MEMBERS IDENTIFY ITEMS FOR NEXT BOARD AGENDA 8:55 PM**

**15. ADJOURN 9:00 PM**

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[Calendar of Regular Board Meetings](#)

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Each regular meeting will have the following two agenda items:

- 1) Principal's Report on Instruction & Learning which includes: ELAC update, Academy Council update, enrollment & attendance update, and suspension & referral update.
- 2) Business Office Manager's summary of Finance & Operation which includes: profit & loss statement for through the end of the prior month and cash flow update,

August 10, 2015	September 14, 2015	October 12, 2015	November 9, 2015
<ul style="list-style-type: none"> <li>Review actual enrollment and attendance and compare to projected</li> <li>Review work of board nominating committee</li> <li>Sick Leave/Vacation Policy</li> <li>Staff evaluation process</li> <li>Preparing for annual board self-evaluation</li> <li>Appoint nominating committee for vacant board position(s)</li> <li>Update Board priorities</li> </ul>	<ul style="list-style-type: none"> <li>Annual Board organizational meeting</li> <li>Annual Board self-evaluation</li> <li>Review annual program audit before submission to SCUSD by the principal</li> <li>Approve prior year unaudited actuals – due to SCOE 9/15</li> <li>Set goals for next 12 months</li> <li>Approve Public Charter Schools Grant's Application</li> <li>Discuss Academy Council and Board relationship; See governance section of charter</li> <li>Micromanagement</li> <li>Update Board priorities</li> </ul>	<ul style="list-style-type: none"> <li>Update Board priorities</li> </ul>	<ul style="list-style-type: none"> <li>Update Board priorities</li> <li>Receive &amp; review prior year fiscal audit conducted by Gilbert Associates –due to district, county, CDE, and state controller by 12/15</li> </ul>
December 14, 2015	January 11, 2016	February 8, 2016	March 14, 2016
<ul style="list-style-type: none"> <li>Approve 1<sup>st</sup> Interim Financial Report for July 1-Oct. 31<sup>st</sup> due to SCUSD and SCOE by Dec. 15</li> <li>Introduce mid-year budget revisions to 2015-16 budget for approval at January meeting</li> <li>Update Board priorities</li> <li>Update progress of YPSA's renewal process</li> </ul>	<ul style="list-style-type: none"> <li>Reviewing the Hmong Language Development Program</li> <li>Review P-1 Attendance report submitted to CDE to compare project &amp; actual attendance. P-1 ended on Dec. 31</li> <li>Approve mid-year budget revisions to 2015-16 budget</li> <li>Review random drawing (lottery procedure) when applicants outnumber available seats</li> <li>Plan for board member and academy council training</li> <li>Update Board priorities</li> </ul>	<ul style="list-style-type: none"> <li>Approve Budget Development Calendar for creating next year's budget</li> <li>Review enrollment and staffing projections in preparation for next year's staffing.</li> <li>Review preliminary budget for next fiscal year based on governor's proposal</li> <li>Approve ConApp Part 2. Due to CDE on Feb 24</li> <li>Discuss staff release procedures</li> <li>Update Board priorities</li> </ul>	<ul style="list-style-type: none"> <li>Approve 2<sup>nd</sup> Interim Financial Report for July 1 - Jan. 31<sup>st</sup> and due to SCUSD and SCOE by Mar. 15</li> <li>Review parent involvement policy</li> <li>Approve instructional calendar for the next school year</li> <li>Review admin, teacher, and other staff compensation</li> <li>Update Board priorities</li> </ul>
April 11, 2016	May 9, 2016	June 13, 2016	June 22, 2016
<ul style="list-style-type: none"> <li>Board reviews and gives feedback to Academy Council on their budget recommendations for next year</li> <li>Approve 2<sup>nd</sup> budget revisions to 2015-16 budget</li> <li>Update one-year study and application process to join new SELPA</li> <li>Salary schedule for 2016-17</li> <li>Update Board priorities</li> </ul>	<ul style="list-style-type: none"> <li>If released, review governor's May revisions to next year's proposed budget. Might not be released until the 15<sup>th</sup></li> <li>Review P-2 Attendance report submitted to CDE to compare project and actual attendance. P-1 ended on April 15<sup>th</sup></li> <li>Approve new hires</li> <li>Approve list of employees with reasonable assurance of returning next year</li> <li>Update Board priorities</li> </ul>	<ul style="list-style-type: none"> <li>Public hearing on the updated-LCAP and 2016-17 budget.</li> <li>Update Board priorities</li> </ul>	<ul style="list-style-type: none"> <li>Approve next year's budget and submit to SCUSD and SCOE by July 1<sup>st</sup></li> <li>Annual review and affirmation of Title I Parent Involvement Policy</li> <li>ConApp Part 1 due June 30 for Title I, II, &amp; III funding</li> <li>Review all staff evaluations</li> <li>Approve new hires</li> <li>Approve updated-LCAP and 2016-17 Budget</li> <li>Update Board priorities</li> </ul>

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[Calendar of Regular Board Meetings](#)

Approved and Adopted on July 8, 2015

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## Hmong Language Development Project Binder

# Timeline

Month	Projected Task	Task Accomplished
November	<ol style="list-style-type: none"> <li>1. Brainstorm the contents in the project binder.</li> <li>2. Establish a pacing guide/timeline to accomplish our goals.</li> <li>3. Evaluate and modify the backward standard map (BSM) and trimester pacing guide.</li> <li>4. Design a monthly scope and sequence for first grade.</li> </ol>	Accomplished task 1-4.
December	<ol style="list-style-type: none"> <li>5. Design a monthly scope and sequence for first and second grade.</li> </ol>	The team is working on task 5; finishing up first grade monthly scope and sequence.
January	<ol style="list-style-type: none"> <li>6. Design a monthly scope and sequence for second and third grade.</li> </ol>	The team is editing first grade scope and sequence and starting on 2 <sup>nd</sup> grade scope and sequence.
February	<ol style="list-style-type: none"> <li>7. Design a monthly scope and sequence for third and fourth grade.</li> </ol>	Surapong and Xee are working on 2nd grade scope and sequence. Kou is working on 3 <sup>rd</sup> Grade scope and sequence.
March	<ol style="list-style-type: none"> <li>8. Design a monthly scope and sequence for fourth and fifth grade.</li> </ol>	
April	<ol style="list-style-type: none"> <li>9. Design a monthly scope and sequence for fifth and sixth grade.</li> </ol>	
May	<ol style="list-style-type: none"> <li>10. Design formative assessments for first and second grade.</li> </ol>	
June	<ol style="list-style-type: none"> <li>11. Design formative assessments for third and fourth grade.</li> </ol>	
Next School Year	<ol style="list-style-type: none"> <li>12. Design formative assessments for fifth and sixth grade.</li> <li>13. Design trimester benchmarks for all grade.</li> <li>14. Design curriculum assessments for all grade.</li> <li>15. Evaluation of all assessments.</li> <li>16. Create materials: Handouts, chants, charts, and etc.</li> <li>17. Gather and organize resources: Tie lessons to book and video resources.</li> <li>18. Attach sample/broad lesson plans.</li> </ol>	

Urban Charter Schools Collective (UCSC)  
Board Meeting Agenda  
**December 14, 2015**  
**Regular Board Minute**  
This meeting is being video recorded.

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**Board Members**

Miles E. Myles President (Term Expires June 2016)

Lance Fang, Vice President (Term Expires June 2018)

Dennis Mah, Board Treasurer (Term Expires June 2018)

Kou Xiong, Board Member (Term Expires June 2016)

\_\_\_\_ Vacant; Board Secretary (Term Expires June 2017)

\_\_\_\_ Vacant, Board Member (Term Expires June 2017)

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6:00 p.m. Convene

6:05 Closed Session

6:35 Reconvene Open Session

9:00 Adjourn

**Lisbon Elementary Staff Room**

7555 S. Land Park Drive, Sacramento 95831

**1. CALL TO ORDER**

*The Board of the UCSC meet on Monday, December 14, 2015 for a regular meeting. Myles called the meeting to order at 6:00 p.m.*

**2. BOARD ROLL CALL**

*Members Present: Miles E. Myles, Lance Fang, Kou Xiong*

*Members Absence: Dennis Mah*

*Staff in Attendance: Superintendent Lee Yang, Principal Vince Xiong, Business Office Manager Megan Lao, Administrative Assistant Kao Yee Vue*

**3. ADJUST AGENDA ITEMS AS NEEDED**

*No adjustment needed to be made.*

**4. PUBLIC COMMENT – Limit Two Minutes Per Person And Ten Minutes Per Issue Listed In The Agenda**

*No adjustment needed to be made.*

**5. REPORT OUT CLOSED SESSION**

*Myles announced that during the closed session the Board discussed and/or approve the following:*

*Discussion regarding personal and long term substitute explore for vacancy. The Board asked for report from the Retention Committee to have discussion independently regarding substitutes and hirees to be discussed during a special meeting towards the end of January 2016.*

*No OCR and CDE update.*

*The Board discussed the filling of several vacancies on the Board. Name have been submitted for followed up.*

**6. CONSENT AGENDA**

a) Approval of Regular Meeting Minutes on November 09, 2015

*Motion made by K. Xiong to approve the consent agenda. Myles seconded the motion. All ayes by Myles, Fang and K. Xiong. Mah was absence. Motion carried.*

b) Approval of Special Meeting Minutes on December 07, 2015

*Motion made by K. Xiong to approve the consent agenda with the date corrections that needed to be made in item number 8, 9, 10, 11 and 12.. Myles seconded the motion. All ayes by Myles, Fang and K. Xiong. Mah was absence. Motion carried.*

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**7. INFORMATIONAL ITEM – Monthly Administrative Reports**

**7.1 Principal's Report on Instruction & Learning**

**7.1.1 Enrollment, Attendance & Student Disciplinary Actions**

*V. Xiong presented an average monthly attendance of 97% and update on student suspension data.*

**7.1.2 Core Curriculum & Instruction**

*V. Xiong updated the Board with professional developments and Culture Competency Training for teachers, staff and parents.*

**7.1.2.1 Update of Moby Max usage – what is the impact on scholars using Moby Max at YPSA?**

*V. Xiong updated the Board with challenges that was made to get more scholars involved in learning. Incentives were given to those scholars who logged in for more than 300 minutes. Every week would be a different challenges from the principal.*

**7.1.3 Academy Council – N/A**

**7.2 Business Office Manager's Summary of Finance & Operation**

**7.2.1 Cash Flow & Balance Sheet Review with Board**

*Lao updated the Board with cash flow balance throughout the year, what kind of revenues were received and what have not been received yet.*

*Member K. Xiong have questions regarding cash flow and reserved saved. Yang will work with Lao to address the issue in the next upcoming meeting.*

**8. CONFERENCE ITEM–YPSA Middle School Project Work Plan**

*Yang update the Board on Material Revision schedule from start to end. Yang presented a timeline of items needed to be completed and submitted by March 1, 2017. Yang will update the Board a budget cost of all expense until first day of operation and the opening of the middle school.*

*Member K. Xiong have concern regarding the middle school opening in 2017. K. Xiong would like to see the school be open earlier if possible to house sixth graders who are transitioning to middle school. Yang will return with a plan for fall 2016.*

**9. INFORMATIONAL ITEM –1<sup>st</sup> Interim Financial Report for July 1 – Oct. 31' Due To SCUSD and SCOE By December 15, 2015**

*Lao update the Board of the interim financial report*

**10. INFORMATIONAL ITEM – Superintendent's Data Presentation**

*Yang updated the Board on data sheet on area CAASSP, recoding report card into google drive databased, NWEA report from YPSA.*

*K. Xiong wants to establish an advance or gate program/course for scholars that are advance and scholars who are in need of help.*

**11. BOARD MEMBERS IDENTIFY ITEMS FOR NEXT BOARD AGENDA**

**Action Item** – Advance program that support the high achieving scholars and under achieving scholars.

**Special Board Meeting requested**

**Informational Item** – YPSA Middle School Petition progress

**12. ADJOURN**

*Myles adjourned the meeting at 9:06 P.M.*

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Urban Charter Schools Collective (UCSC)  
Board Meeting Agenda  
**January 11, 2016**  
**Regular Board Meeting Minutes**  
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Lance Fang, Vice President (Term Expires June 2018)

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6:00 p.m. Convene

6:05 Closed Session

6:35 Reconvene Open Session

9:00 Adjourn

**Lisbon Elementary Staff Room**

7555 S. Land Park Drive, Sacramento 95831

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**1. CALL TO ORDER**

*Myles call the meeting to order at 6:02 PM*

**2. BOARD ROLL CALL**

*Members in Attendance: Myles E. Myles, Dennis Mah, Lance Fang*

*Member(s) Absence: Kou Xiong*

*Staff in Attendance: Superintendent Lee Yang, Business Office Manager Megan Lao, Administrative Assistant Kao Yee Vue*

*Guest in Attendance: Hmong Language Development: Kou Vang, Xee Vang, Surapong Lee, Movement; Edward Lee*

**3. ADJUST AGENDA ITEMS AS NEEDED**

*Request by Mah to move Hmong Language and Movement's presentation before closed session.*

**4. PUBLIC COMMENT – Limit Two Minutes Per Person And Ten Minutes Per Issue Listed In The Agenda**

**4.1. Update on Hmong Language Development & Movement Program**

*K. Vang updated the Board on timeline regarding 1<sup>st</sup> and 2<sup>nd</sup> grade Scope and Sequence and target that have been met. Due to absences and under staffing, there was not much updated to be reported.*

*Lee updated the Board on movement team. No update to be reported since there have not been any work progress completed due to under staffing.*

*Yang commented Hmong Language and Movement on working hard to meet goals and ability to work solo even when other member is absence or covering another position.*

**5. REPORT OUT CLOSED SESSION**

*Accepted the resignation of counselor with expectation for replacement as soon as possible for OCR agreement.*

*Yang will follow up on the progress. Myles motion to accept the resignation. Mah second. All aye by Myles, Mah, and Fang. K. Xiong was absent. Motion carried.*

*Vue updated the Board on securing a date for training and meeting for Superintendent and Principal conducted by OCR.*

*Board continue to work with previously identify candidates for the board for upcoming meeting.*

**6. CONSENT AGENDA**

**a) Approval of Regular Meeting Minutes on December 14, 2015.**

*Myles motion to accept the Regular Meeting Minutes. Fang second. All ayes from Myles and Fang. Mah abstained motion. K. Xiong as absence. Motion carried.*

**7. INFORMATIONAL ITEM – Monthly Administrative Reports**

**7.1 Principal's Report on Instruction & Learning**

**7.1.1 Enrollment, Attendance & Student Disciplinary Actions**

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*Yang reported to the Board on student enrollment capping at 420, 75 on waitlist, 96% attendance and no changes in suspension since December 2015.*

**7.1.1.1 Review Random Drawing - Lottery Procedures**

*Update to reflect correct date and will be posting on website- May 3, 2016 – first Tuesday of May*

**7.1.2 Core Curriculum & Instruction**

*Updates are sent weekly through emails sent from Principal.*

**7.1.2.1 Update on Moby Max Usage and Impact on Scholars**

*Data from Moby Max are still being worked on.*

**7.1.2.2 Friday Intervention Support Program**

*Yang updated the Board in projected to start intervention to being in first week of March on Friday. Staff are in process in working with four core teachers to join as the “think tank” to provide support to scholars who are under achieving and over achieving. Implementation will being as early as March.*

**7.1.3 Academy Council**

*Yang reported that Academy Council Meeting was cancel meeting due to lack of quorum.*

**7.2 Business Office Manager’s Summary of Finance & Operation**

**7.2.1 Cash Flow & Balance Sheet Review with Board**

*Lao updated the Board with an approved budget projected as of December 31, 2015.*

*Mah commented Lao for hard work and continuously continue to work at it.*

*Myles commented Lao regarding tremendous growth from front to back office.*

*Yang commented Lao for always keeping him abreast of what is happening on the budget piece.*

**8. ACTION ITEM– P1 Attendance Report Submission To SCUSD and CDE**

*Lao updated the Board on P1 Attendance report that was submitted to SCUSD and CDE on January 8<sup>th</sup>, 2016.*

*Attendance for P1 was 410 ADA. Myles motion to accept the report as submitted. Mah second. All aye by Myles, Mah, and Fang. K. Xiong was absent. Motion carried.*

**9. ACTION ITEM – Approval Of 2015 – 2016 Mid-Year Budget Revisions**

*Mah updated the Board with a summary of expenditure and revenue. Total revenue comes from the combination of restricted and unrestricted money. Local control is made up of three parts: property tax, educational protection act, and state aid. Mah direct the Superintendent to propose at the next board meeting on how to spend \$199,000.*

*Fang motion to approve 2015-2016 mid-year budget revision. Myles second. All aye by Myles, Mah, and Fang. K. Xiong was absent. Motion carried.*

**10. ACTION ITEM – Approval Of 2016-2017 Budget Development Calendar**

*Lao updated the Board on the Budget Development Calendar for 2016-2017 which identify benchmark. Before final revision, Academy Council will need to review the budget.*

*Mah like to accept Lao’s recommendation for June 8<sup>th</sup> Approval of Staff appointment to be moved to March.*

*Yang would like to make changes on Governor’s gender.*

*Myles motion to accept the budget calendar and recommend to changes as discussed. Fang second. All aye by Myles, Mah, and Fang. K. Xiong was absent. Motion carried.*

**11. INFORMATIONAL ITEM – Update Progress Of YPSA’s Middle School Renewal Process**

*Yang updated the Board on projected timeline for YPSA Middle School Renewal segment. Yang recommend to focus more on current student and program first before moving forward with the middle school.*

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*Yang updated the Board on Superintendent's list of projects since first day of hire as requested by Member K. Xiong. Yang recommended the Board to focus more energy on the learning of the scholars. Yang informed the Board that he have secure meetings with several principals to study more about middle schools.*

*Mah prefer to get YPSA in the best shape before focusing the energy on opening the middle school. Mah would like to see quality and better structure in the program therefore 2017-2018 will be a better option to open the middle schools.*

**12. INFORMATIONAL ITEM – Superintendent's Report/ Update on Board Priorities:**

**12.1.1 Approval of Special Board Meeting Date Set for Monday, January 25, 2016**

*Yang updated the Board regarding last meeting on setting up Special Board Meeting. Purpose of the meeting is in regards to a board workshop on teacher retention and ideas.*

*Fang updated the Board about the reason to call for the Special Board Meeting and being proactive with the staff.*

*The Board motion to approve the Special Board Meeting to be held on January 25<sup>th</sup>.*

**13. CONFERENCE TO ACTION – Request For Proposal: 1) Middle School Petition Writer and 2) Program Quality Reviewer/Program Implementation Consultant For The HLD Program**

*Lao informed the Board the posting for the RFP.*

*Yang update the Board on the RFP. Movement will submit some name of experts to Principal and Superintendent to follow up with to help draft an RFP for the movement program. Yang would like to submit the RFP as soon as possible.*

*Lao will forward the proposals to an attorney to review for language before posting.*

*Mah moved to accept both RFP with any recommended changes. Fang second. All aye by Myles, Mah, and Fang. K. Xiong was absent. Motion carried.*

**14. BOARD MEMBERS IDENTIFY ITEMS FOR NEXT BOARD AGENDA**

**Action Item:** *Salary pay rate schedule to be discuss on the next agenda – HLD and Movement to be paid as teacher's salary next following school year*

**Action Item** – *set up a separate reserve account as a saving account*

**Action Item** – *to proposed ways to spend the \$199,000 and be more marketable the public*

**Informational Item** – *Marketing the school and organization to the public*

**15. ADJOURN**

*Adjourn meeting at 8:27PM*

NOTE: If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact Lee Yang (916) 752-8791 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, except as noted.

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

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Urban Charter Schools Collective (UCSC)  
Board Meeting Agenda  
**January 25, 2016**  
**Special Meeting Minutes**  
This meeting is being video recorded.

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**Board Members**

Miles E. Myles President (Term Expires June 2016)

Lance Fang, Vice President (Term Expires June 2018)

Dennis Mah, Board Treasurer (Term Expires June 2018)

Kou Xiong, Board Member (Term Expires June 2016)

\_\_\_\_\_ Vacant; Board Secretary (Term Expires June 2017)

\_\_\_\_\_ Vacant, Board Member (Term Expires June 2017)

\_\_\_\_\_ Vacant, SCUSD Representative (no expiration)

6:00 P.M. Convene

7:15 P.M. Closed Session

7:45 P.M. Reconvene Open Session

8:00 P.M. Adjourn

**Lisbon Elementary Staff Room**

7555 S. Land Park Drive, Sacramento 95831

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**1. CALL TO ORDER**

*Myles calls the meeting to order at 6:04 PM.*

**2. BOARD ROLL CALL**

*Members in Attendance: Miles E. Myles, Dennis Mah, Lance Fang*

*Members Absent: Kou Xiong*

*Staff in Attendance: Lee Yang, Superintendent; Vince Xiong, Principal; Kao Yee Vue, Administrative Assistant*

*Guest in Attendance: Edye Kaanehe, Golden State Employer Services; Edward Lee, Movement*

**3. PUBLIC COMMENT – Limit Two Minutes Per Person And Ten Minutes Per Issue Listed In The Agenda**

*N/A*

**4. INFORMATIONAL ITEM – Report from Staff Retention Committee Meeting**

*Mah reported to the Board regarding the Retention Meeting. Staff have some concerns that would like the Board to bring to the Board with six items that was mention such as; benefits, salary, schedule, hiring, incentives, morale, and respect.*

**5. REPORT OUT CLOSED SESSION**

*Kaanehe reported to the Board regarding survey that was rather on staff regarding staff satisfaction.*

*Mah motion to have Kaanehe to continue to work with the Board on areas of staff retention and human resources. Myles second the motion. All ayes by Mah, Fang, and Myles. K. Xiong was absent. Motion carried.*

*Mah motion for the Superintendent and staff to focus on the 2016-2017 school plan, budget, and LCAP on retaining and attracting high quality teachers. Fang second the motion. All ayes by Mah, Fang, and Myles. K. Xiong was absent. Motion carried.*

**6. BOARD MEMBERS IDENTIFY ITEMS FOR NEXT BOARD AGENDA**

***Informational Item:*** Updated on a plan regarding salary and benefits comparison.

***Action Item:*** Discussion on the 3 top items mention at the Retention Meeting

***Action Item:*** Plan on how to retain staff members and attract new staff members

***Informational Item:*** End of year stipend bonus for teachers who sign on in 2016-17

**7. ADJOURN**

*Myles adjourn meeting at 8:00 PM.*

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