

**EEC**  
**dba EXCELSIOR CHARTER SCHOOLS**  
**BOARD OF DIRECTORS**  
**REGULAR MEETING**  
**15505 CIVIC DRIVE**  
**VICTORVILLE, CA 92392**

*The regular meeting is electronically recorded.*

**MINUTES**

**B.2**

**September 12, 2017**

**REGULAR SESSION**

**5:15 p.m.**

CALL REGULAR  
SESSION TO ORDER:

The meeting was called to order at 5:20PM.

ROLL CALL:

MEMBERS	PRESENT	ABSENT
Mr. Guy Burnett	X	
Mr. Wayne Costa	X	
Ms. Lucy Rivera	X	

OTHERS PRESENT:

Peter Wright, Alicia Anderson, Derek King, Jamie Lowe, Jennifer Carroll,  
Dr. Alan Kay, Terrance Stone, Jennifer Van Norman, Jennifer McLean

Pledge of Allegiance:

Guy Burnett led the audience in the Pledge of Allegiance to the United States of America.

Approval of Agenda:

**MOTION:** LR

**SECOND:** WC

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		

**EXCELSIOR VALUES & BASICS:**

Compassion: We treat people as individuals with dignity, respect, and sympathy to help them achieve their personal best.

Mr. Wayne Costa read Excelsior Values & Basics.

**CODE OF ETHICS FOR BOARD MEMBERS:**

Equity in Attitude: I will be fair, just, and impartial in all my decisions and actions

Mr. Wayne Costa read Code of Ethics for Board Members.

**COMMUNITY COMMENTS**

This is an opportunity for citizens to address the Board on any item that is on the agenda or other school related matters, or suggest topics for future agendas. Those wishing to address the Board are invited to fill out a “Request to Speak” card available at the door and present it at the front table prior to this portion of the agenda. Instructions for making public comments are noted on the “Request to Speak” card.

There were no community comments.

**ACTION ITEMS**

A.1 Appoint Officer: The Board of Directors shall nominate and act to appoint Dr. Alan Kay as Member of the Board.

**MOTION:** WC                      **SECOND:** LR

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		

The Oath of Office was administered to Dr. Alan Kay.

A.2 Appoint Officer: The Board of Directors shall nominate and act to appoint Lucy Rivera as Clerk of the Board.

**MOTION:** WC                      **SECOND:** AK

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		

Dr. Alan Kay	X		
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**PRESENTATIONS**

- Jennifer McLean presented on the LMS Canvas program offered to Excelsior students in a variety of courses.

**INFORMATION ITEMS**

- B.1 Potential Board Member: Potential board member candidate, Terrance Stone was interviewed by the Excelsior board members.
- B.2 Legislative Update: In Ronnie Henderson’s absence, Derek King provided the board members an update on the new legislations.
- B.3 Nutrition Program: Jamie Lowe provided the board members an update on the nutrition programs at the Excelsior campuses and will follow up with the board in a few months.

**CONSENT ITEMS**

Receive and consider approving and/or ratifying the following consent items:

**MOTION:** WC                      **SECOND:** LR

- C.1 Personnel Report: The Personnel Report for September 12, 2017.
- C.2 Minutes: The minutes of the Board of Directors regular meeting of August 15, 2017.
- C.3 Expenditures: The Expenditures for August 2017.
- C.4 Conferences: Conferences, as presented.

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

**ACTION ITEMS**

D.1 Provisional Internship Permit: Receive and consider ratifying to August 18, 2017, the hiring facilitators under a Provisional Internship Permit and/or a Short Term Staff Permit in the following subject areas;  
Multiple Subject  
Mathematics  
English

**MOTION:** AK                      **SECOND:** LR

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

D.2 Board Policies: Receive and consider approval of the following Board Policies.

- Board Governance Policy #11: Uniform Complaint Policy
- Student Policy #8: Freedom of Expression Policy and Procedures
- Student Policy #13: Uniform Complaint Policy
- Student Policy #17: Transgender/Gender Nonconforming Student Nondiscrimination Policy
- Curriculum and Instruction Policy #8: Mathematics Placement Policy

**MOTION:** WC                      **SECOND:** LR

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

D.3 Employee Performance Stipends: Receive and consider the ratification of the Resolution #17-03 for the 4% performance stipend for all Excelsior staff given on December 23, 2016.

**MOTION:** LR

**SECOND:** WC

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

D.4 2017/2018 Contracts: Receive and consider approving the following contracts for the 2017/2018 school year as follows for Excelsior Charter Schools. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

**MOTION:** WC

**SECOND:** LR

D.4.1 Ratify Wholesale Security, LP as Watchmen Patrol– Security at Phelan Campus, to begin September 5, 2017, within budget

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

D.4.2 Ratify Frank Adams – Martial Arts Classes at Victorville campus, to begin September 5, 2017 within budget

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

D.4.3 Ratify Sharon Gollmeyer – Reflective Coach Services for the 2017/2018 school year, to begin September 1, 2017 within budget

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		

Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

D.4.4 Ratify George Magnum – Weight Room Training at the Ontario site for the 2017/2018 school year, to begin September 5, 2017 within budget

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

D.5 Aviation Proposal: Receive and consider approving the Excelsior A.M.E AVA50 Fall 2017 Proposal. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

**MOTION:** AK

**SECOND:** LR

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

D.6 2016/17 Unaudited Actuals: Receive and consider approving the 2016/2017 unaudited actuals, as presented.

**MOTION:** LR

**SECOND:** WC

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

**BOARD COMMENTS**

The Governing Board took comments/updates from fellow board members, and the Superintendent.

**ADJOURNMENT**

**MOTION:** LR

**SECOND:** WC

**VOTE:**

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Ms. Lucy Rivera	X		
Dr. Alan Kay	X		

The meeting was adjourned at 7:23 P.M.

**Next Meeting Date: October 10, 2017 (Ontario Site)**

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Peter Wright, Superintendent

EEC  
dba Excelsior Charter Schools  
Board of Directors Minutes  
September 12, 2017  
APPROVED: October 10, 2017

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Guy Burnett, Board President

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Lucy Rivera, Clerk