

EEC
dba EXCELSIOR CHARTER SCHOOLS
BOARD OF DIRECTORS
REGULAR MEETING

MEETING LOCATION:
15505 CIVIC DRIVE
VICTORVILLE, CA 92392

The regular meeting is electronically recorded.

AGENDA

June 12, 2018

5:15 p.m.

REGULAR SESSION

Open Regular Session at: _____:_____ **PM**

ROLL CALL:

MEMBERS	Present	Absent
Mr. Guy Burnett		
Mr. Wayne Costa		
Ms. Lucy Rivera		
Dr. Alan Kay		
Mr. Terrance Stone		
Ms. Susan Keightley		

OTHERS PRESENT: _____

Pledge of Allegiance: _____ led the audience in the Pledge of Allegiance to the United States of America.

Approval of Agenda: **MOTION** to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
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Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

EXCELSIOR VALUES & BASICS:

Integrity: We take pride in our work which is reflected in our actions.

CODE OF ETHICS FOR BOARD MEMBERS:

Commitment to Service: I will focus my attention on fulfilling the Board’s responsibilities of goal setting, policymaking, and evaluation.

COMMUNITY COMMENTS

Comments should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda. *At this time anyone from the audience may share any comments they would like to the board.*

PRESENTATIONS

1. Presentation of the 2017/2018 staff scholarship recipients.
2. Victorville’s A+ Certification students will present.

CONSENT ITEMS

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

SUPERINTENDENT’S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION on A.1 thru A.6)

- A.1 Personnel Report: The Personnel Report for June 12, 2018
- A.2 Minutes: The minutes of the Board of Directors regular meeting of May 8, 2018.
- A.3 Expenditures: The Expenditures for May 2018.
- A.4 Conferences: Conferences, as presented.
- A.5 Donations: Donations, as presented.
- A.6 Action Plans: Action Plans, as presented.

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

ACTION ITEMS

- B.1 Overnight Fieldtrips: Consider approval and/or ratification of Overnight Fieldtrip requests, as presented.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

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

Mr. Terrance Stone			
Ms. Susan Keightley			

B.2 Salary Schedule: Receive and consider approval of the 2018/2019 Salary Schedule.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.3 Employee Handbook: Receive and consider approval of the 2018/2019 Employee Handbook.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.4 Student Handbook: Receive and consider approval of the 2018/2019 Student Handbook.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.5 Excelsior's LEA/
SPSA Plan:

Receive and consider approval of Excelsior's Local Education Agency (LEA) Plan/Single Plan for Student Achievement (SPSA).

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.6 CharterSafe-
JPA Insurance
Agreement:

Receive and consider approving the CharterSafe Agreement to provide insurance services for the 2018/2019 school year. Authorization for signature is approved for Peter Wright, Superintendent or Alicia Anderson, CFO.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.7 2018/2019
Budget Report:

Receive and consider approval of the 2018/2019 Budget Report, as presented.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.8 Vehicle Purchase:

Receive and consider ratification of the purchase of a vehicle not to exceed \$45,000.00. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.9 Local Control and Accountability Plan:

Receive and consider approval of Excelsior’s Local Control and Accountability Plan (LCAP).

SUPERINTENDENT’S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny_____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.10 2018/19 Board Meeting Schedule:

Receive and consider approval of the 2018/19 Excelsior Board Meeting Schedule.

SUPERINTENDENT’S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny_____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
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Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.11 Closure of
Excelsior Charter
School VVUHSD
Res. #2018-0612-03:

Receive and consider approval of the Closure of Excelsior Charter School VVUHSD Resolution #2018-0612-03.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.12 Surplus
E-Waste:

Receive and consider approving the Surplus E-Waste list that will be sent to an E-Waste Recycler.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			

Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.13 Services Agreement Frick, Frick & Jette: Receive and consider approving the Services Agreement between EEC and Frick, Frick and Jette to provide services as noted in the agreement. Authorization for signature is approved for Peter Wright, Superintendent, or Alicia Anderson, CFO.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.14 Job Description- Band Director: Receive and consider approval of the Band Director Job Description.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

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

Mr. Terrance Stone			
Ms. Susan Keightley			

B.15 Job Description-
Curriculum
Coordinator:

Receive and consider approval of the Curriculum Coordinator Job Description.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.16 Job Description-
Assistant
Facilitator:

Receive and consider approval of the Assistant Facilitator Job Description.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.17 Food Services Agreement:

Receive and consider approval of the food services agreement for services to all campuses for the 2018-19 school year. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.18 Shared Employee Services Agreement:

Receive and consider approving the Employee Services Sharing Agreement between EEC and ECG to provide services as noted in the Agreement. Authorization for signature is approved for Peter Wright, Superintendent, or Alicia Anderson, CFO.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.19 Superintendent

Receive and consider approval of the Superintendent Compensation

Compensation Resolution # 2018-0612-04.
 Res #2018-0612-04:

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.20 Retirement Resolution
 #2018-0612-05:

Receive and consider approval of the Retirement Resolution
 # 2018-0612-05 for Sue White.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.21 Contract for the Deputy Superintendent:

Receive and consider approval of the contract for the Deputy Superintendent.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.22 Performance
Stipend Resolution
2018-0612-06:

Receive and consider approval of Resolution 2018-0612-06 for 3% performance stipend calculated on each staff member’s salary for the 2017/18 year; and a token performance stipend for long-term substitutes and temporary staff.

SUPERINTENDENT’S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.23 Durham
Contract-VV
Summer 2018:

Receive and consider the service agreement with Durham Commercial Cleaning to provide services for Excelsior Charter Schools Victorville Campus for the summer school starting July 5, 2018-August 5, 2018. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.24.1 Prop 39 Solar:

Receive and consider approval of the Prop 39 Solar budget. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.24.2 Prop 39
Victorville
Lighting:

Receive and consider approval of the Prop 39 Victorville Lighting budget. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.24.3 Prop 39
Central Office
Lighting:

Receive and consider approval of the Prop 39 Central Office Lighting budget. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

B.25 Change of
Service Provider:

Receive and consider approval of the change in service agreement for lease agreements from TNN to Burtronics for our copiers. Authorization for signature is approved for Peter Wright, Superintendent, and Alicia Anderson, Chief Financial Officer.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL AND/OR RATIFICATION, AS REQUIRED

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

MEMBERS	Aye	Nay	Abstain
---------	-----	-----	---------

Mr. Guy Burnett			
Mr. Wayne Costa			
Ms. Lucy Rivera			
Dr. Alan Kay			
Mr. Terrance Stone			
Ms. Susan Keightley			

COMMENTS

PETER WRIGHT, SUPERINTENDENT'S

JAMIE LOWE, ASSISTANT SUP. OF SCHOOL ADMINISTRATIVE SERVICES

RONNIE HENDERSON, ASSISTANT SUPERINTENDENT OF EDUCATIONAL SERVICES

DEREK KING, ASSISTANT SUPERINTENDENT OF STUDENT SERVICES

BOARD MEMBERS'

Adjourn Regular Session:

MOTION to Approve/Deny _____

SECOND the motion to Approve/Deny _____

(DISCUSSION)

VOTE:

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

Mr. Terrance Stone			
Ms. Susan Keightley			

Next Meeting Date: _____ (Central Office)

Adjourn regular session at _____.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE: Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY: The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATION MAY BE MADE: Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH DISABILITY: -

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or to participate in this meeting of the Governing Board may request assistance by contacting Excelsior Charter Schools. Telephone:760-245-4262;

FOR MORE INFORMATION: For more information concerning this agenda, please contact Excelsior Charter Schools. Telephone: 760-245-4262