

**EEC BOARD OF DIRECTORS**  
**dba EXCELSIOR CHARTER SCHOOLS**  
1497 STATE STREET  
BARSTOW, CA 92311

**AGENDA**  
The regular meeting is electronically recorded.

**November 13, 2018**

**5:15 p.m.**

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**REGULAR SESSION**

**OPEN SESSION AT 5:15 PM**

**ROLL CALL:**

<b>MEMBERS</b>	<b>Present</b>	<b>Absent</b>
Mr. Guy Burnett	X	
Mr. Wayne Costa	X	
Dr. Alan Kay	X	
Ms. Susan Keightley	X	
Ms. Navid McCarthy	X	
Ms. Lucy Rivera	X	
Mr. Terrance Stone		X

**Others Present**

Kim Morrow, Peter Wright, Alicia Anderson, Jamie Lowe, Ronnie Henderson, Derek King, Jennifer Carroll, Camren Jones, Steve Costa, David VanNorman, Darlene Decker,

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**PLEDGE OF ALLEGIANCE**

**Ms. Lucy Rivera led the audience in the Pledge of Allegiance to the United States of America.**

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**APPROVAL OF AGENDA**

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

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		
Ms. Susan Keightley	X		
Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

*Approval of the agenda with moving Action Item C.5 to Information Item A.4.*

**EXCELSIOR VALUES & BASICS:**

Integrity:                                      We all have a responsibility to promote integrity by honoring others with respect, honesty, and trustworthiness.

**Susan Keightley read the Excelsior Values and Basics.**

**CODE OF ETHICS FOR BOARD MEMBERS:**

Trustworthiness In Stewardship: I will make no personal promise or take private action that may compromise my performance or my responsibilities.

**Susan Keightley read the Code of Ethics.**

**COMMUNITY COMMENTS**

*Please complete and submit a "Registration Card to Address the Board" to the Recording Secretary and adhere to the provisions described therein.*

At this time anyone from the audience may share any comments they would like to the board. 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.

**There were no Community Comments.**

**INFORMATION ITEMS**

**Receive for information the following items:**

- A.1 Derek King provided information on a student, non-voting, Excelsior Board Member.
- A.2 Ronnie Henderson provided information on Local Indicators-CA Dashboard 2018 Deadlines.
- A.3 Barstow Site Staff and Students presented to the board. Camren Jones presented the Barstow Site Safety Plan.
- A.4 Receive for information the service agreement between Excelsior and Aerarium, LLC dba School Ability to provide various software modules that perform administrative functions in the areas of finance, human resources, and payroll as specified in the agreement.

**CONSENT ITEMS**

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

**MOTION:    GB                                      SECOND    AK**

- B.1 **Personnel Report:**                      The Personnel Report for November 13, 2018
- B.2 **Minutes:**                                      The Minutes of the Board of Directors regular meeting of October 9, 2018.
- B.3 **Expenditures:**                              The Expenditures for October 2018.
- B.4 **Financial Summary:**                      The Financial Summary Report for October 2018.
- B.5 **Conferences:**                              Conferences, as presented.

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		

Ms. Susan Keightley	X		
Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

**ACTION ITEMS**

**C.1      Board Policies:**                      Receive and consider approving/ratifying the following Board Policies;

<b>Policy Type</b>	<b>Policy #</b>	<b>Policy Title</b>
Board Governance	# 3	Procedure for Policy Adoption
Board Governance	# 12	BB9250 Remuneration
Fiscal	# 2	Controls, Budget and Fiscal Management
Students	# 7	Administration of Medications, Emergencies and Head Lice
Students	# 17	Transgender/Gender Nonconforming Student Nondiscrimination

**MOTION: GB                                      SECOND    AK**

**Board Policies that needed corrections will be put on the next board agenda for approval.**

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		
Ms. Susan Keightley	X		
Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

**C.2      Overnight Fieldtrips:**                      Consider approving/ratifying Overnight Fieldtrip requests, as presented.

**MOTION: GB                                      SECOND    AK**

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		
Ms. Susan Keightley	X		
Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

**C.3      School Services of California Inc:**                      Receive and consider approving/ratifying the service agreement between School Services of California Inc. and Excelsior Charter Schools to provide Total Compensation Study for identification and analysis of the job descriptions and salary levels. Not to exceed \$27,522.00, within budget. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**MOTION:** GB                      **SECOND** AK

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		
Ms. Susan Keightley	X		
Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

**C.4      MOU with SDCSS:**                      Receive and consider approving/ratifying the Memorandum of Understanding between San Diego County Superintendent of Schools and Excelsior Charter Schools to provide credentialing services from September 1, 2018 to June 30, 2023. Authorization for signature is approved for Jamie Lowe, Assistant Superintendent of School Administrative Services, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**MOTION:** WC                      **SECOND** GB

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		
Ms. Susan Keightley	X		
Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

**C.5 School Ability-software, was moved to an information item as noted on the approval of the agenda.**

**C.6      CalSTRS activation:**                      Receive and consider approving/ratifying the Charter Schools Application for CalSTRS activation for Excelsior Charter Schools. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**MOTION:** SK                      **SECOND** NM

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		
Ms. Susan Keightley	X		

Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

- C.7 **Resolution # 2018-1113-08** Receive and consider approving/ratifying the Resolution # 2018-113-08 in order to change the EEC Corporation Name to Excelsior Charter Schools.  
**EEC Corporation-Name**  
**Change:**

**MOTION:** WC                      **SECOND** GB

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		
Ms. Susan Keightley	X		
Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

**SUPERINTENDENT AND STAFF REPORTS**

**Superintendent’s Report**

The Governing Board took comments/updates from Assistant Superintendents and the Superintendent.

**BOARD MEMBERS’ REPORTS**

**Board Members’ Report**

The Governing Board took comments/updates from fellow board members.

**ADJOURNMENT**

The next regular meeting of the Excelsior Charter Schools will be held on **Tuesday, December 11, 2018, at 5:15 p.m. at 15505 Civic Drive, Victorville, California, 92392.**

**MOTION:** GB                      **SECOND** WC

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett	X		
Mr. Wayne Costa	X		
Dr. Alan Kay	X		
Ms. Susan Keightley	X		
Ms. Navid McCarthy	X		
Ms. Lucy Rivera	X		

Adjourned regular session at **7:20 PM.**

EEC  
dba Excelsior Charter Schools  
Board of Directors Minutes  
November 13, 2018  
APPROVED: December 11, 2018

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Lucy Rivera, Board President

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Peter Wright, Superintendent

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