

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

**MINUTES**

**B.2**

The regular meeting is electronically recorded.

**September 11, 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. Lucy Rivera	X	
Mr. Terrance Stone	X	

**Others Present**      Kim Morrow, Dale Lee, Marie Silva, Peter Wright, Alicia Anderson, Jamie Lowe, Derek King, Ronnie, Henderson, and Jennifer Carroll

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**PLEDGE OF ALLEGIANCE**

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

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**APPROVAL OF AGENDA**

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**EXCELSIOR VALUES & BASICS:**

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

**Wayne Costa read the Excelsior Values and Basics.**

**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.

**Wayne Costa read the Excelsior Values and Basics.**

**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.**

**CLOSED SESSION**

**ANNOUNCE CLOSED SESSION ITEMS:**

CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION

**MOTION:     AK                     SECOND     GB**

**INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:**

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.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**Adjourn to Closed Session at 5:18 PM.**

**RECONVENE OPEN GENERAL SESSION:**

**The board reconvened to General Session at 5:32 PM.**

<b>ROLL CALL</b>	<b>Present</b>	<b>Absent</b>
Burnett	<u>  X  </u>	<u>      </u>
Costa	<u>  X  </u>	<u>      </u>
Rivera	<u>  X  </u>	<u>      </u>
Kay	<u>  X  </u>	<u>      </u>
Stone	<u>  X  </u>	<u>      </u>
Keightley	<u>  X  </u>	<u>      </u>

**The board president reported out that no action was taken during closed session.**

**INFORMATION ITEMS**

- A.1 **Nomination Committee:** The recommendation from the nomination committee members for a board member was presented.
- A.2 **Aeries SIS:** Dale Lee and Ronnie Henderson provided information on the recommendation for the new student information system.
- A.3 **2018-19 Staffing Report** Jamie Lowe provided the staffing report for the 2018-2019 year.

**CONSENT ITEMS**

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

**MOTION:   AK                      SECOND   SK**

- B.1 **Personnel Report:** The Personnel Report for August 14, 2018
- B.2 **Minutes:** The minutes of the Board of Directors regular meeting of July 24, 2018.
- B.3 **Expenditures:** The Expenditures for July 2018 and August 2018.
- B.4 **Conferences:** Conferences, as presented.

**VOTE:**

<b>MEMBERS</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Mr. Guy Burnett			X



**C.2.2 James Saunders:**

Receive and consider approving/ratifying the service agreement between James Saunders and Excelsior Charter Schools to provide Psychological Services for the 2018-2019 school year to begin August 13, 2018. Not to exceed \$20,000.00, within budget.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.3 Van Dixborn & Associates, LLC-Jana Holmer:**

Receive and consider approving/ratifying the service agreement between Van Dixborn & Associates, LLC and Excelsior Charter Schools to provide Speech Therapy Services for the 2018-2019 school year to begin August 13, 2018. Not to exceed \$110,000.00, within budget.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.4 Pacific Audiologics:**

Receive and consider approving/ratifying the service agreement between Pacific Audiologics and Excelsior Charter Schools to provide Hearing and Vision Screening Services for the 2018-2019 school year. Within budget.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.5 Sharon Gollmyer:**

Receive and consider approving/ratifying the service agreement between Sharon Gollmyer and Excelsior Charter Schools to provide Reflective

Coaching Services for the 2018-2019 school year to begin September 4, 2018. Not to exceed \$12,950.00, within budget.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.6 UFC Gym:**

Receive and consider approving/ratifying the service agreement between UFC Gym Ontario and Excelsior Ontario campus to provide Fitness Classes for students for the 2018-2019 school year to begin September 4, 2018. Not to exceed \$4,500.00, within budget.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.7 Watchmen Patrol:**

Receive and consider approving/ratifying the service agreement between Wholesale Security, LP and Excelsior Charter Schools as Watchmen Patrol for the 2018-2019 school year to begin September 1, 2018, within budget.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.8 Revolution Foods Agreement:**

Receive and consider approving/ratifying the following agreement between Revolution Foods and Excelsior Charter Schools as lunch providers for the 2018/2019 school year to begin September 1, 2018. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**VOTE:**

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

- C.2.9 Athletic Trainer Agreement:** Receive and consider approving/ratifying the following agreement between Tyler Hoyt and Excelsior Charter Schools to provide Athletic Training and Concussion Management for the 2018/2019 school year to begin August 1, 2018. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**VOTE:**

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

- C.2.10 Unidos Por La Musica Agreement:** Receive and consider approving/ratifying the following agreement between Unidos Por La Musica and Excelsior Charter Schools Ontario campus to provide music workshops to students for the 2018/2019 school year to begin September 4, 2018. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**VOTE:**

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

- C.2.11 CharterBoost Agreement:** Receive and consider approving/ratifying the following agreement between CharterBoost and Excelsior Charter Schools to provide consulting services for the 2018/2019 school year to begin August 17, 2018. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.12 EEC and ECG Shared Services Agreement:**

Receive and consider approving/ratifying the following Shared Services Agreement between Excelsior Charter Group and Excelsior Charter Schools for the 2018/2019 school year to begin August 17, 2018. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.13 EEC and ECS Corona-Norco Shared Services Agreement:**

Receive and consider approving/ratifying the following Shared Services Agreement between Excelsior Charter School Corona-Norco and Excelsior Charter Schools for the 2018/2019 school year to begin August 17, 2018. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.2.14 Sonja Portney Agreement:**

Receive and consider approving/ratifying the following agreement between Sonja Portney and Excelsior Charter Schools to provide psychological services for the 2018/2019 school year to begin August 13, 2018. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.



**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

- C.2.15 Larry Krogsgard Agreement:** Receive and consider approving/ratifying the service agreement between Larry Krogsgard and Excelsior Charter Schools to provide services for Light & Sound Specialist for Athletics effective August 30, 2018 for the 2018-2019 school year. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

- C.3 Aeries SIS Software:** Receive and consider approving/ratifying the Aeries Student Information System Software. Initial start-up will be \$42,600 and ongoing annual costs are approximately \$24,000. 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. Lucy Rivera	X		
Mr. Terrance Stone	X		

- C.4 2017/18 Unaudited Actuals:** Receive and consider approving/ratifying the 2017/2018 Unaudited Actuals, as presented.

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

- C.5**      **Chromebooks Purchase:**                      Receive and consider approving/ratifying the purchase of 360 student Chromebooks. Purchase not to exceed \$130,000.00. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**MOTION:** AK                      **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. Lucy Rivera	X		
Mr. Terrance Stone	X		

- C.6**      **University of Redlands Internship Program MOU:**                      Receive and consider approving/ratifying Internship Program MOU between the University of Redlands and Excelsior Charter Schools from 2018 – 2020. Authorization for signature is approved for Peter Wright, Superintendent, Ronnie Henderson, Deputy Superintendent and Alicia Anderson, Chief Financial Officer.

**MOTION:** AK                      **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. Lucy Rivera	X		
Mr. Terrance Stone	X		

- C.7**      **Line of Credit:**                      Receive and consider approving/ratifying the DCB/ FLAGSTAR Bank revolving line of credit for Excelsior Charter Schools effective September 6, 2018. Authorization for signature is approved for Peter Wright,

Superintendent, Ronnie Henderson, Deputy 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)**

**MOTION:** WC

**SECOND** TS

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

**C.8 Appoint Officer:**

The board members shall nominate and act to appoint **Navid McCarthy** as Member of the EEC Board.

**MOTION:** GB

**SECOND** SK

**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. Lucy Rivera	X		
Mr. Terrance Stone	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, October 9, 2018, at 5:15 p.m. at 1497 State Street, Barstow, CA 92311.**

**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. Lucy Rivera	X		
Mr. Terrance Stone	X		

Adjourn regular session at **7:07 PM**.

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EEC  
dba Excelsior Charter Schools  
Board of Directors Minutes  
September 11, 2018  
APPROVED: October 9, 2018

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Lucy Rivera, Board President

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Peter Wright, Superintendent