



Capistrano Connections Academy Charter School
Board Meeting
Tuesday, March 9, 2010 at 3:00 p.m. PT

Principal Location:
Capistrano Connections Academy
1211 Puerta Del Sol, Suite 220
San Clemente, CA 92673

Telephone Conference Call Locations:
317 Wilcox Street, Oceanside, CA 92054
23091 Arden Street, Lake Forest CA 92630
821 E. Claiborne Drive, Long Beach, CA 90807
35715 Beach Road, Capistrano Beach, CA 92624

This meeting is open to the public. For information about this meeting or for members of the public who require special accommodations to attend, contact Dr. Jonathan Horowitz at (949) 492-9131 x 330 at least 24 hours prior to the meeting. The Board package is available for public review at the school offices prior to the Board meeting in compliance with California open meeting laws.

AGENDA

- I. Call to Order – T. Batiuk
- II. Roll Call – T. Batiuk
- III. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the school principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time. However, in compliance with Board policy and the Brown Act, the Board is not permitted to discuss or take action on non-agenda items.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting, Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "About Us" page at www.connectionsacademy.com

- IV. Routine Business
 - a. Approval of Agenda – T. Batiuk

- V. Oral Reports
 - a. Principal's Report (MSR attached) – J. Horowitz
 - i. State Testing
 - ii. Field Trips
 - iii. Academic Intervention
 - iv. Enrollment Update
 - b. Financial Report (attached) – F. Sassin
 - i. Update on 2010-2011 Draft Budget

- VI. Consent Agenda
 - a. Approval of Minutes from the January 26, 2010 Board Meeting (attached)
 - b. Approval of Staffing Report (attached)
 - c. Approval of the 2010-2011 School Year Calendar and California Attendance Calendar (attached)
 - d. Approval of Offering Summer School To Students (attached)
 - e. Approval of Revised Budget for the 2009-2010 School Year (attached)
 - f. Approval of Multi-Year Forecast (attached)
 - g. Approval of the Second Interim Financial Report (to follow)
 - h. Approval of Renewal of Contract with Financial Consultant (attached)

- VII. Action Items
 - a. Ratification of the Connections Academy Invoice for January (attached) – F. Sassin
 - b. Approval of Graduation Expenditure (attached) – J. Horowitz
 - c. Approval of Student Outreach Plan for the 2010-2011 School Year (to follow) – S. Fancher
 - d. Approval of Non-Material Amendment to Charter (attached) – F. Sassin
 - e. Approval of the 2010-2011 School Year State Specific School Handbook (attached) – J. Horowitz

- VIII. Information Items
 - a. Form 700s Filing (attached) – F. Sassin
 - b. EMO Evaluation (attached) – M. Wrisley
 - c. California Charter Schools Conference – F. Sassin/ M. Wrisley

- IX. Confirmation of Next Meeting on April 27, 2010 at 3:00 p.m. PT.

Agenda publicly posted:

On: Friday, March 5, 2010

At: Capistrano Connections Academy
 1211 Puerta del Sol, Suite 220
 San Clemente, CA 92673
 By: Dr. Jonathan Horowitz

At: 23091 Arden Street, Lake Forest CA 92630
 By: Elaine Pavlich

At: 317 Wilcox Street, Oceanside, CA 92054
 By: Beth Ann Hall

At: 821 E. Claiborne Drive, Long Beach, CA 90807
 By: Brenda Breen

At: 35715 Beach Road, Capistrano Beach, CA 92624
 By: Dr. Jonathan Horowitz

CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection.

a. Approval of Minutes from the January 26, 2010 Board Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Megann Wrisley

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The minutes from the meeting of the Board of Directors are being presented for approval.

b. Approval of Staffing Report

PRESENTER IF MOVED TO ACTION ITEMS: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The staffing report as provided with the Board materials outlines several candidates that the Principal is recommending for hire. The staffing report includes the candidate's name, area for hire, compensation rate, bonus potential and start date and is being presented to approval. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any employees receiving promotions for Board review and approval.

c. Approval of 2010-2011 School Year Calendar and California Attendance Calendar

PRESENTER IF MOVED TO ACTION ITEMS: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school calendar has been reviewed by the school's leadership team and Connections Academy, and an attendance calendar for use with California attendance reporting has been created. The school seeks Board approval of these documents.

d. Approval of Offering Summer School to Students

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Last year the Board authorized National Connections Academy, an affiliate of Connections Academy the ability to work with the school's leader to review the enrolled students who could benefit from taking Summer School courses through National Connections Academy. The memo outlines the benefits of the program and seeks Board approval for the school leader to work with Connections Academy to communicate the details about the summer school opportunity to the school's students and families.

e. Approval of Revised Budget for the 2009-2010 School Year

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Sassin and the CA financial staff have prepared the revised budget, which is included with the Board materials. The revised budget is shown in the "forecast" line of the monthly financial statement. Board approval of the revised budget is requested.

f. Approval of Multi-Year Forecast

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Based upon the request the school received by the sponsor to include a multi-year forecast with the interim financial report, the multi-year forecast that was included in the charter renewal has been updated to reflect current assumptions. Board approval of this item is requested.

g. Approval of the Second Interim Financial Report

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The Second Interim Financial Report, which is based on the financials as of January 31, 2010, is currently being prepared. This report is due to the district and County Office of Education by March 15, and will be submitted by Dr. Sassin on or before that date on behalf of the school. If the document is available prior to the meeting, it will be sent separately for review and consideration for approval. If not, it will be brought back to the Board for ratification.

h. Approval of Renewal of Contract with Financial Consultant

PRESENTER IF MOVED TO ACTION ITEMS: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school's contract with Franci Sassin for her services as financial consultant to the school expired on January 31, 2010 and the renewal contract is included in the Board packet for consideration and approval. This contract will continue through the Board's annual meeting in June, at which time the school will seek approval to establish a yearly renewal contract cycle with Dr. Sassin.

Motion: _____ **Second:** _____

Ayes: _____ **Nays:** _____

ACTION ITEMS

a. Ratification of CA Invoice for January

PRESENTER: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Sassin will review the ratification of the invoice as payment has been made to Connections Academy in accordance with the Board of Directors' prior approval and direction concerning the advancing of funds for payment of CA invoice by the Treasurer. Dr. Sassin will review the support for payment of the invoice. Ratification of this payment is being requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

b. Approval of Graduation Expenditure

PRESENTER: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Enclosed in the Board materials is an outline of the school's graduation plans and projected budget allocation for the event. Board review and approval is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

c. Approval of Student Outreach Plan for the 2010-2011 School Year

PRESENTER: Susan Fancher

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Fancher will review in detail the 2010-2011 Outreach Plan included in the Board package with the Board, along with the budget allocated for implementation of the plan, and will seek Board approval of the Outreach Plan. The live and recorded LiveLesson® session offered by CA provided detailed information on the Outreach Plan. The Board will review and approve the budget allocation at a later time upon approval of the 2010-2011 school year budget. Board approval of the Outreach Plan will be requested at the meeting.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

d. Approval of Non-Material Amendment to Charter

PRESENTER: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school staff would like to propose alterations to the school's graduation requirements, as well as some criteria for awarding credit for classes that would be affected by the changes. As graduation requirements and awarding of credits are included in the school's charter, the school proposes a non-material amendment to the charter. Included in your Board materials is an outline of the proposed changes. Board approval of these proposed changes is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

e. Approval of the 2010-2011 School Year State Specific School Handbook

PRESENTER: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Each year the Board is required to review and approve the State Specific School Handbook that sets out any state specific school policies that supplement the General School Handbook. The memo attached to the State Specific Handbook outlines all changes made to the document since the Board approved the previous version. The State Specific Handbook has been reviewed by the Board designee, school Principal/Director and CA staff. In order to make sure we are ready in time for the commencement of enrollment for the 2010-2011 school year, we are bringing the final version to the Board for formal approval.

Motion: _____ Second: _____

Ayes: _____ Nays: _____