



Capistrano Connections Academy Charter School  
Board Meeting  
Tuesday August 26, 2008 at 1:30 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  
2 Park Plaza, Suite 100, Irvine, CA 92614

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 318 at least 24 hours prior to the meeting. The Board packet 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 CapoCA Board welcomes participation by the public. To be recognized by the Chairperson, an individual must write their name and the agenda item(s) on the cards provided and submit this to the Chairperson or Secretary. A person wishing to speak on any item on or off the agenda will be granted up to 3 minutes. If requested, the Chairperson may grant additional time to individuals, circumstances permitting. The Chairperson will then announce the person's name at the appropriate time during the meeting. The Board may limit the public comment period on any single item to 30 minutes. Members of the public are invited to submit comments in writing. Formal presentations to the Board by members of the public may be scheduled in advance by notifying the Secretary no later than 10:00 a.m., 14 days, prior to the Board meeting to coincide with the agenda timeline and shall not exceed 15 minutes in duration. An opportunity is provided for the public to address the Board on items not appearing on the agenda. However, in compliance with Board policy and the Brown Act, the Board is not permitted to discuss or take action on non-agenda items. Estimated times are approximate; actual times may vary. Members of the public who are interested in particular agenda items may wish to arrive early.

- IV. Routine Business
  - a. Approval of Agenda – T. Batiuk
- V. Oral Reports
  - a. Principal's Report – J. Horowitz
    - i. Update on 2008-2009 Enrollment
    - ii. Staffing Update
    - iii. Review of 2007-8 School Goals (to follow)
    - iv. STAR Results (attached)
  - b. Financial Report (attached) – T. Ochs/F. Sassin

- VI. Consent Agenda
  - a. Approval of Minutes of June 17, 2008 Board Meeting (attached)
  - b. Approval of Staffing Report (attached)
  - c. Approval of Renewal of Contract with Financial Consultant (attached)
  - d. Approval of Renewal of Directors' and Officers' (D&O) Insurance (attached)
  - e. Approval of Driving Policy (attached)
  - f. Ratification of Consolidated Application – Part 1 (attached)
  
- VII. Action Items
  - a. Approval of the Connections Academy of Invoice for June (attached) --F. Sassin
  - b. Approval of Year End Financial Statement (attached) – F. Sassin
  - c. Approval to Schedule a September Board Meeting (attached)– F.Esmail/T.Ochs
  - d. Approval of Revised Bylaws (attached) – F. Esmail
  - e. Approval of Contract for Susan Weiss to Assist in Preparation of Application for Accreditation (attached) – J. Horowitz
  
- VIII. Confirmation of Next Meeting on November 18, 2008 at 1:30 p.m. PT. and Adjournment

Agenda publicly posted:

On: Friday, August 22, 2008

At: Capistrano Connections Academy  
1211 Puerta del Sol, Suite 220  
San Clemente, CA 92673

By: Dr. Jonathan Horowitz

At: 2 Park Plaza, Suite 100, Irvine, CA 92614  
By: Alicia Berhow

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

## 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 June 17, 2008 Board Meeting**

**PRESENTER IF MOVED TO ACTION ITEMS:** Farah Esmail

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The minutes from the June 17 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 Renewal of Contract with Financial Consultant**

**PRESENTER IF MOVED TO ACTION ITEMS:** Farah Esmail

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The school's contract with Franci Sassin for her services as financial consultant to the school expired on August 1, 2008 and the renewal contract is included in the Board packet for consideration and approval.

**d. Approval of Renewal of Directors' and Officers' (D&O) Insurance**

**PRESENTER IF MOVED TO ACTION ITEMS:** Ted Ochs

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Attached in the Board packet is the documentation of the terms for the renewal of D&O Insurance policy for the Board. The terms and conditions of this insurance coverage will not change from those in the D&O policy for the Board for the 2007-8 school year. The cost of the premium for this D&O insurance coverage is obtained at a significant discount, due to the school's contractual relationship with CA through the Professional Services Agreement between the school and CA.

**e. Approval of Driving Policy**

**PRESENTER IF MOVED TO ACTION ITEMS:** Jonathan Horowitz

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Attached in the Board materials is a memo and proposed school policy regarding driving by students to school events. Board approval is sought for this policy

**e. Ratification of Consolidated Application – Part 1**

**PRESENTER IF MOVED TO ACTION ITEMS:** Franci Sassin

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Attached in the Board materials is the Consolidated Application – Part 1 which was filed with proper state authority. Ratification by the Board of this document is requested.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**ACTION ITEMS**

**a. Approval of Connections Academy Invoice for June**

**PRESENTER:** Franci Sassin

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Dr. Sassin will review the invoice as it relates to the financial report provided earlier in the meeting. She will request approval of the invoice and authorization to make payment based upon availability of funds.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**b. Approval of Year End Financial Statement**

**PRESENTER:** Franci Sassin

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Dr. Sassin will review the Year End Financial Statement and seek Board approval thereof. She will also seek Board approval to prepare a report using the data from the Year End Financial Statement in the required state format and to submit such report to the proper state authority.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**c. Approval to Schedule a September Board Meeting**

**PRESENTER:** Farah Esmail/Ted Ochs

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Due to certain items that require Board action in September, Board approval is sought for adding a September Board meeting to the current Board meeting schedule that is attached.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**d. Approval of Revised Bylaws**

**PRESENTER:** Farah Esmail

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The proposed CapoCA revised bylaws are attached in the Board package materials. These have been reviewed by Board Counsel. Ms. Esmail will review these with the Board and request Board approval.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**e. Approval of Contract for Susan Weiss to Assist in Preparation of Application for Accreditation**

**PRESENTER:** Jonathan Horowitz

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Dr. Horowitz will present the contract, attached in the Board package, for the services of Ms. Weiss in preparing the self-study for WASC Accreditation. Board approval is sought for this contract.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_