



Capistrano Connections Academy Charter School
Board Meeting
Tuesday May 19, 2009 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
23091 Arden Street, Lake Forest CA 92630
821 E. Claiborne Drive, Long Beach, CA 90807

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 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 (MSR attached) – J. Horowitz
 - i. MSR (Monthly School Report) Review
 - ii. Update on Outreach Activities
 - iii. State Testing Update
 - b. Financial Report (attached) – F. Sassin/J. Marhefka
 - i. Update on P2 (Average Daily Attendance)
 - ii. Stimulus Funding for FY10

- VI. Consent Agenda
 - a. Approval of Minutes from the March 24, 2009 Board Meeting (attached)
 - b. Approval of Minutes from the April 2, 2009 Special Board Meeting (attached)
 - c. Approval of Staffing Report (attached)
 - d. Approval of Curriculum for the 2009-2010 School Year (attached)
 - e. Ratification of Art & Music State Grant for the 2008-2009 School Year (attached)
 - f. Approval of Renewal of Directors' and Officers' (D&O) Insurance (attached)
 - g. Approval of Annual Charter School Funding Survey (attached)
 - h. Approval of School Employee Handbook (attached)
 - i. Approval Authorizing Board Counsel Review of the Board Governance and Administrative Policy Manual

- VII. Action Items
 - a. Approval of the Connections Academy of Invoices for March and April (attached) -- F. Sassin
 - b. Approval of Offering Summer School to Students (attached) – J. Horowitz
 - c. Approval of the Budget for the 2009-2010 School Year (attached) – T. Ochs/F. Sassin
 - d. Approval of Fee Schedule for the 2009-2010 School Year (attached) – T. Ochs/F. Sassin
 - e. Approval of 2009-2010 School Year Technology Offering – T. Ochs
 - f. Approval of CapoCA – CenCA Shared Services Agreement (attached) – F. Sassin

- VIII. Information Items
 - a. Update on Charter Renewal – F. Sassin
 - b. Proposed Meeting Schedule for the 2009-2010 School Year – H. Woodward
 - c. Board Member Access to the LMS – H. Woodward

- IX. Confirmation of Annual Meeting on June 16, 2009 at 1:30 p.m. PT. and Adjournment

Agenda publicly posted:

On: Friday, May 15, 2009

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

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 March 24, 2009 Board Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

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

b. Approval of Minutes from the April 2, 2009 Special Board Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

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

c. 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.

d. Approval of Curriculum for the 2009-2010 School Year

PRESENTER IF MOVED TO ACTION ITEMS: Pat Hoge

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Hoge has prepared a memo to the Board detailing the curriculum offering for the 2009-2010 school year, as done each year, and is requesting Board approval.

e. Ratification of Art & Music State Grant for 2008-2009

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school has received grant funds from the State of California for Art & Music for the 2008-2009 school year. Board acknowledgement and approval of receipt of the funds is requested.

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

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Attached in the Board package 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 2008-2009 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.

g. Approval of Annual Charter School Funding Survey
PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin
RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The Annual Charter School Funding Survey has been completed by Dr. Horowitz and Dr. Sassin on behalf of the school. The survey is completed annually by all charter schools. Board approval of submission of the Annual Charter School Survey to the required parties by the deadline is requested.

h. Approval of School Employee Handbook
PRESENTER IF MOVED TO ACTION ITEMS: Jonathan Horowitz
RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The School Employee Handbook, with revisions redlined for Board review and consideration, is included in the Board package. Board approval of the revised Handbook and for dissemination to all school employees at the beginning of the school year is being requested.

i. Approval Authorizing Board Counsel Review of the Board Governance and Administrative Policy Manual

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward/Farah Esmail
RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Standard Board governance policies have been developed and organized into a manual for Board review and consideration for approval. These ensure that the Board has set adequate policies for effective governance. This is a start of the Board creating a Policy Manual. The establishment and updating of the policies are based on the review of national corporate governance standards. These policies govern the Board operations, those in the School Handbook govern the school and the students, and those in the Employee Handbook govern the school staff. We are seeking Board approval to provide these to Board Counsel for review to ensure that these meet state laws.

Motion: _____ **Second:** _____
Ayes: _____ **Nays:** _____

ACTION ITEMS

a. Approval of Connections Academy Invoices for March and April

PRESENTER: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

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

Motion: _____ Second: _____

Ayes: _____ Nays: _____

b. Approval of Offering Summer School to Students

PRESENTER: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Horowitz will review the opportunity for enrolled students to take Summer School courses through National Connections Academy. He will review the benefits of the program and seek Board approval to: (a) allow National Connections Academy communicating details about summer school opportunities to the school's students and families and (b) permit the receipt of course credit funds from National Connections Academy and designate the Principal to allocate these funds to students based on academic and financial need.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

c. Approval of the Budget for the 2009-2010 School Year

PRESENTER: Ted Ochs/Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Ochs will provide a detailed review of the budget for the 2009-2010 school year, which was compiled with the Board designee, and Dr. Sassin, and will seek Board approval thereof.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

d. Approval of the Fee Schedule for the 2009-2010 School Year

PRESENTER: Ted Ochs/Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Ochs will review the fee schedule for the 2009-2010 school year with the Board that is derived directly from the budget for the 2009-2010 school year and will seek Board approval thereof.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

e. Approval of the 2009-2010 School Year Technology Offering

PRESENTER: Ted Ochs

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Ochs will discuss the changes in the student technology offering for the 2009-2010 school year and seek Board approval.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

f. Approval of CapoCA – CenCA Shared Services Agreement

PRESENTER: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The Board previously approved continuation of the agreement between CapoCA and CenCA to share teaching and administrative services during the 2008-2009 school year. The Agreement for the Shared Services between CapoCA and CenCA has been updated for the 2009-2010 school year with the only changes to the Agreement being the administrative charge per student day of \$3.32 and the teacher charge per student day at \$12.30, and Board approval thereof is sought.

Motion: _____ Second: _____

Ayes: _____ Nays: _____