



Capistrano Connections Academy Charter School
Board Meeting
Tuesday, January 25, 2011 at 3:30 p.m. PT

Principal Location:

Capistrano Connections Academy
26800 Aliso Viejo Parkway, Suite 120
Aliso Viejo, CA 92656

Telephone Conference Call Locations:

23091 Arden Street, Lake Forest CA 92630
821 E. Claiborne Drive, Long Beach, CA 90807
32161 Via Barrida, San Juan Capistrano, CA 92675

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) 461-1667 x 356 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 Hearing on the Independent Study Policy (attached) and 2011-2012 Master Agreement (attached) – F. Sassin

In setting policy pursuant to subdivisions (a) and (b) of Education Code section 51747, the local governing board shall consider, in a public hearing, the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of pupils or adult education students.

The CapoCA Board welcomes participation by the public during the Public Hearing. If you wish to address the Board please follow the Public Comment policy of the Board as set out below.

- IV. 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

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

- VI. Audit Committee, Committee of the Entire Board
 - a. Ratification of the 2009-2010 Fiscal Year Audit Report (attached) – F. Sassin
 - b. Review and Acceptance of Form 990 (to follow) – F. Sassin

- VII. Oral Reports
 - a. Principal's Report (MSR attached) – J. Horowitz
 - i. SELPA Transfer Update
 - ii. Ribbon Cutting Ceremony
 - iii. State Testing Update
 - iv. A-G Course Approval
 - b. Financial Report (attached) – F. Sassin
 - i. P1 Attendance Report
 - ii. State Budget Update

- VIII. Consent Agenda
 - a. Approval of Minutes from the November 16, 2010 Board Meeting (attached)
 - b. Approval of Staffing Report (attached)
 - c. Approval for Opening Enrollment for the 2011-2012 School Year
 - d. Approval of Agreements for Student Enrollment for the 2011-2012 School Year: Regulatory Program Description, Parent/Legal Guardian (Caretaker) Acknowledgement, Designated Learning Coach Agreement and Eligible Student Agreement (attached)
 - e. Approval of Offering Summer School to Students (attached)
 - f. Ratification of the First Interim Financial Report (attached)
 - g. Approval of School Accountability Report Card (SARC) (attached)
 - h. Approval of the Independent Study Policy (attached)
 - i. Approval of the 2011-2012 Master Agreement (attached)
 - j. Approval of the Consolidated Application – Part Two (to follow)

- IX. Action Items
 - a. Approval of the Connections Academy Invoices for November and December (attached) – F. Sassin
 - b. Approval of Funded Enrollment Target for the 2011-2012 School Year – J. Marhefka
 - c. Approval of Submission to State Board of Education for Student-Teacher Ratio Waiver – F. Sassin

- X. Information Items
 - a. Legislative Update – D. Hutchison
 - b. California Connections Academy Schools Board Retreat – M. Wrisley
 - c. California Charter Schools Conference (attached) – F. Sassin/ M. Wrisley

- XI. CLOSED SESSION - Personnel Matter - Brown Act § 54954.5 (e) – PUBLIC EMPLOYEE MID-YEAR PERFORMANCE EVALUATION AND JOB DESCRIPTION DISCUSSION; Title: Principal (attached) – S. Stagner
- XII. Adjournment and Confirmation of Next Meeting on February 22, 2011 at 3:30 p.m. PT.

Agenda publicly posted:

On: Friday, January 21, 2011

At: Capistrano Connections Academy
26800 Aliso Viejo Parkway
Aliso Viejo, CA 92656
By: Dr. Jonathan Horowitz

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

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

At: 32161 Via Barrida, San Juan Capistrano, CA 92675
By: Tim Batiuk

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 November 16, 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 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 for Opening Enrollment for the 2011-2012 School Year

PRESENTER IF MOVED TO ACTION ITEMS: Janet Marhefka

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school is requesting Board approval to begin enrollment for the 2011-2012 school year effective April 1, 2011. Board approval of the opening enrollment date is requested.

d. Approval of Agreements for Student Enrollment for 2011-2012 School Year: Regulatory Program Description, Parent /Legal Guardian (Caretaker) Acknowledgement, Designated Learning Coach Agreement , and Eligible Student Agreement

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The Parent Agreements, consisting of the Regulatory Program Description, Parent /Legal Guardian (Caretaker) Acknowledgement (PLCA) and Designated Learning Coach Agreement for the 2011-2012 school year are being presented for Board approval. These have not changed in substance from the forms approved by the Board for the 2010-2011 school year, but merely update the school year and contain minor format and typographical corrections. Board approval of these Parent Agreements, is requested.

e. Approval of Offering Summer School to Students

PRESENTER IF MOVED TO ACTION ITEMS: Janet Marhefka

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Last year the Board authorized National Connections Academy, a private school program run by Connections Academy to work with the school's leader to review the enrolled students that 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 National Connections Academy to communicate the details about the summer school opportunity to the school's students and families.

f. Ratification of the First Interim Financial Report

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in your Board materials is the First Interim Financial Report to the CUSD and the County Department of Education prepared and submitted by Dr. Sassin by the December 15th deadline. As explained at a previous meeting, the report is a restatement of the school's financials into the prescribed format. Board ratification of the First Interim Financial Report is requested.

g. Approval of the School Accountability Report Card (SARC)

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school has completed the School Accountability Report Card (SARC) for the 2009-2010 school year which the school is required to make publicly available to parents and the community by February 1, 2010. Board review and approval of the report is requested.

h. Approval of the Independent Study Policy

PRESENTER IF MOVED TO ACTION ITEMS: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The Independent Study Policy for the 2011-2012 school year, as discussed in the Public Hearing, has been included in the Board packet and approval thereof is requested.

i. Approval of the 2011-2012 Master Agreement

PRESENTER IF MOVED TO ACTION ITEMS: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The Master Agreement for the 2011-2012 school year, as discussed in the Public Hearing, has been included in the Board packet and approval thereof is requested.

j. Approval of Consolidated Application – Part Two

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Sassin seeks approval of the Consolidated Application Part II, which reports to the state on the expenditures of various restricted funds, such as federal Title funds and other state programs. The Con App is submitted in two parts each year. Part II is due for submission on January 31, 2011 and requires Board approval.

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

ACTION ITEMS

a. Approval of Connections Academy Invoices for November and December

PRESENTER: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

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

Motion: _____ Second: _____

Ayes: _____ Nays: _____

b. Approval of Funded Enrollment Target for the 2011-2012 School Year

PRESENTER: Janet Marhefka

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Based on the 2010-2011 projected enrollment of approximately 1,250 students, which represents a growth of 250 students from the 2009-2010 school year, Ms. Marhefka will review the proposed funded enrollment target of 1,450 students for the 2011-2012 school year with the Board and seek Board direction and approval for a target. Much of the 2011-2012 planning will be based on this funded enrollment target established by the Board.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

c. Approval of Submission to State Board of Education for Student-Teacher Ratio Waiver

PRESENTER: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Sassin will discuss the proposed student-teacher ratio waiver, including background information on the submission. She will request Board approval of her submission of the waiver to the necessary parties at the state.

Motion: _____ Second: _____

Ayes: _____ Nays: _____