



Capistrano Connections Academy Charter School
Board Meeting
Tuesday, October 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
5047 Staghorn Drive, Vallejo, CA 94591

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 Lisa Way at (949) 461-1667 x 313 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. Acceptance of Resignation of Board Member, Beth Ann Hall – T. Batiuk

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

- VI. Oral Reports
 - a. Principal's Report (MSR attached) – B. Crockett
 - i. Update on Enrollment and Fall Count Day
 - ii. State of the School Report
 - iii. Ripon School Visit
 - iv. Staffing Update
 - b. Financial Report (attached) – F. Sassin
 - i. SB740 Compliance
 - ii. 2010-2011 Fiscal Audit Update
 - iii. Prior Year Special Education Funding Update

- VII. Consent Agenda
 - a. Approval of Minutes from the September 27, 2011 Board Meeting (attached)
 - b. Approval of Staffing Report (attached)
 - c. Ratification of 2011-2012 STRS Agreement (attached)
 - d. Approval of Revisions to the State Specific School Handbook: Community Events, Trips and Activities (attached)
 - e. Approval of Enrollment Deadline of February 17, 2012 for the 2011-2012 School Year
 - f. Approval of Authorized Signers for New County Treasury Account (attached)

- VIII. Action Items
 - a. Approval of the Connections Academy Invoice for September (attached) – F. Sassin
 - b. Approval of Appointment of Board Treasurer (attached) – M. Wrisley
 - c. Approval of School Goals for the 2011-2012 School Year (attached) – B. Crockett

- IX. Information Items
 - a. Legislative Update – D. Hutchison
 - b. CUSD Update – M. Walton
 - c. CapoCA/CenCA Joint Board Training – San Diego – February 24-25, 2012
 - d. Board Academy Update – B. Davis

- X. Adjournment and Confirmation of Next Meeting on November 15, 2011 at 3:30 p.m. PT.

Agenda publicly posted:

On: Friday, October 21, 2011

At: Capistrano Connections Academy
 26800 Aliso Viejo Parkway
 Aliso Viejo, CA 92656

At: 23091 Arden Street, Lake Forest CA 92630

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

At: 5047 Staghorn Drive, Vallejo, CA 94591

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 September 27, 2011 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: Bill Crockett

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. This month's staffing report also includes the final compensation for the new Principal hire, Mr. William Crockett.

c. Ratification of 2011-2012 STRS Agreement

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The 2011-2012 STRS Agreement between California Connections Academy schools and Orange County Department of Education has been reviewed by school leadership and is being presented for Board review and approval. The Board previously authorized entering into this arrangement once again for the 2011-2012 school year.

d. Approval of Revision to the State Specific School Handbook: Community Events, Trips and Activities

PRESENTER IF MOVED TO ACTION ITEMS: Bill Crockett

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is a memo outlining proposed changes to the State Specific School Handbook. Board approval of these revisions is requested.

e. Approval of Enrollment Deadline of February 17, 2012 for 2011-2012 School Year

PRESENTER IF MOVED TO ACTION ITEMS: Bill Crockett

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The proposed enrollment deadline date for the school is February 17, 2012 to allow for the school to complete enrollment for the 2011-2012 school year and to get enrollment up and ready for the April 1, 2012 opening of enrollment for the 2012-2013 school year. Board approval is requested.

f. Approval of Authorized Signers for New County Treasury Account

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: At the August Board meeting, the Board approved setting up an account at the Orange County Treasury to receive and hold state and federal money for the school. The account has now been set up and is in the process of becoming activated. The County requires authorizations for Board designated persons to authorize, execute and administer various activities with the account. The attached documents will allow the Board officers and the principal to deposit and withdraw funds from the account. In addition, Frances Sassin, fiscal agent for the Board, will be authorized to deposit or withdraw funds, and Deborah Larson, Executive Administrative Assistant, will be authorized to receive checks or documents when necessary. All fiscal policies and internal controls previously approved by the Board will also be in place for this new account. Dr. Sassin recommends approval of these authorizations as attached in order to expedite use of this new bank account.

Motion:_____ **Second:**_____

Ayes:_____ **Nays:**_____

ACTION ITEMS

a. Approval of Connections Academy Invoice for September

PRESENTER: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

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

Motion: _____ Second: _____

Ayes: _____ Nays: _____

b. Approval of Appointment of Board Treasurer

PRESENTER: Megann Wrisley

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: As a result of the recent resignation of the Board Treasurer, Board members will be asked to appoint a new Board Treasurer to serve until the 2012 Annual Meeting.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

c. Approval of School Goals for the 2011-2012 School Year

PRESENTER: Bill Crockett

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Crockett will review the proposed 2011-2012 school goals with the Board and will seek Board approval thereof.

Motion: _____ Second: _____

Ayes: _____ Nays: _____