

Alpaugh Academies
A California Nonprofit Public Benefit Corporation

BOARD MEETING
Tuesday, March 24, 2009
12:00 p.m. PT

Principal Location:
916 West Oak Street
Visalia, CA 93291

Telephone Conference Call Locations:
1300 S. Gateway Dr., Madera, CA 93637
201 W. Adrian Way, Hanford, CA 93230
5805 W. Vassar Avenue, Visalia, CA 93277

This meeting is open to the public. Members of the public have access to (and may participate in) the meeting at any of the telephone conference locations). For information about this meeting or for members of the public who require special accommodations to attend, contact Jonathan Horowitz at (949) 492-9131 x 356 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 law.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Public Comment

The 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. No items can be added to the agenda on the day of the meeting as per the Brown Act requirements. 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 – D. Souza
- V. Oral Reports
 - a. Principal's Report (MSR attached) – J. Horowitz
 - i. A-G Update

- b. Financial Report (attached) – F. Sassin/J. Marhefka
 - i. IRS Letter (attached)
 - ii. Update on California Budget
 - iii. Update on 2009-2010 Budget Development

- VI. Consent Agenda
 - a. Approval of Minutes of January 27, 2009 Board Meeting (attached)
 - b. Approval of the 2009-2010 School Year State Specific Handbook (attached)
 - c. Approval of the Treasurer as the Board Designee to Work with CA on the 2009-2010 School Year Budget
 - d. Approval of 2009-2010 School Year Calendar and California Attendance Calendar (attached)
 - e. Approval of the High School Education Records Policy and Class Rank Policy (attached)
 - f. Approval of Audit Firm for the 2008-2009 School Year Annual Financial Audit and Tax Returns (attached)
 - g. Approval of the Second Interim Financial Report (attached)
 - h. Approval of Revised Board Meeting Schedule

- VII. Action Items
 - a. Approval of the Connections Academy of Invoices for January and February (attached) -- F. Sassin
 - b. Approval of CapoCA Invoices for January and February for CenCA (attached) – F. Sassin
 - c. Approval of Student Outreach Plan for the 2009-2010 School Year (to follow) – S. Fancher
 - d. Approval of Funded Enrollment Target for the 2009-2010 School Year – T. Ochs/J Horowitz
 - e. Approval of School Compensation Plan for the 2009-2010 School Year (attached) – J. Horowitz
 - f. Approval of a Board Designee to Work with CA on the Employee Handbook – H. Woodward

- VIII. Information Items
 - a. WASC Update – J. Horowitz
 - b. Board Recruitment Update – C. Butz
 - c. National Charter School Conference – H. Woodward
 - d. Conflict of Interest (Form 700) – F. Sassin/H. Woodward
 - e. End of the Year Meeting Review Items (attached)/ Upcoming LiveLesson® Sessions (attached)– H. Woodward

- IX. Adjournment and Next Meeting Date – April 28, 2009 at 12:00 p.m. PT

Agenda publicly posted:

On: Friday, March 20, 2009

At: 1300 S. Gateway Dr., Madera, CA 93637
 By: Dave Souza

At: 201 W. Adrian Way, Hanford, CA 93230
 By: Becky Hudson

At: 916 West Oak Street, Visalia, CA 93291
 By: Tiffany Carrasco

At: 5805 W. Vassar Avenue, Visalia, CA 93277
 By: Stewart Elkin

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. The minutes will reflect the full text of any resolutions that were adopted as part of the consent agenda.

a. Approval of Minutes from the January 27, 2009 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 the 2009-2010 School Year State Specific Handbook

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

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 generic 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 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 2009-2010 school year, we are bringing the final version to the Board for formal approval. The State Specific Handbook may also have updates during the year if required due to changes such as state requirements. The most updated version is always available posted in the Virtual Library for enrolled families.

c. Approval of Treasurer as Board Designee to Work with CA on the 2009-2010 School Year Budget

PRESENTER IF MOVED TO ACTION ITEMS: Janet Marhefka

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND : In order to start the preparation of the 2009-2010 school year budget, we are requesting the Board designate the Treasurer to start the budgeting process with Connections Academy, and the recommended 2009-2010 school year budget be brought to the full Board for consideration and approval at an upcoming meeting.

d. Approval of 2009-2010 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, and Board approval of these documents is requested.

e. Approval of the High School Education Records Policy and Class Rank Policy

PRESENTER IF MOVED TO ACTION ITEMS: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The High School Education Records Policy and Class Rank Policy have been drafted in accordance with state standards and Board approval of the policy is requested.

f. Approval of Audit Firm for the 2008-2009 School Year Annual Financial Audit

PRESENTER IF MOVED TO ACTION ITEMS: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Provided in the Board package for Board review and approval is the engagement letter from M. Green and Company LLP for the annual financial audit for the year ended June 30, 2009 for fees estimated to be \$9,450. In addition, an engagement letter for the 2007-08 and 2008-09 non-profit tax returns is included. The 2007-2008 990 returns have already been submitted by the February due date. The fee for the 990 tax return preparation is \$850, which is an increased rate due to the changes in the IRS requirements for 990s. This is the same accounting firm engaged for the annual financial audit for the 2007-2008 school year and last year's fees were estimated to be \$9,000 for the audit. Board approval to engage this firm as per the terms of the engagement letters is requested. The selection of the school auditor is due to the County Office of Education by April 1.

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, 2009, is being presented for Board approval. Instead of using the budget revision adopted by the Board in January, upon request of the authorizing district, the budget information included in the interim report takes the newly determined reductions to the state educational funding into account, and then incorporates some budget adjustments to allow a balanced budget at year end. This report was due to the district and County Office of Education by March 15, and was submitted by Dr. Sassin on March 13. The state requires that the Board approve the interim report in the format in which it is submitted, therefore, ratification of this report is now requested.

h. Approval of Revised Board Meeting Schedule

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Board approval to change the Annual Meeting date a week earlier to June 16, 2009 in order to accommodate Board members, and the school and CA personnel who will be attending the National Charter School conference during the originally scheduled date is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

ACTION ITEMS

a. Approval of Connections Academy Invoices for January and February

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 Capistrano Connections Academy Invoices for January and February

PRESENTER: Franci Sassin

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Dr. Sassin will review and present the CapoCA invoices to CenCA that includes payment for shared teaching and administrative services, and will seek Board approval for payment of the invoices presented.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

c. Approval of Student Outreach Plan for the 2009-2010 School Year

PRESENTER: Susan Fancher

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Fancher will review in detail the 2009-2010 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 2009-2010 school year budget. Board approval of the Outreach Plan will be requested at the meeting.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

d. Approval of Funded Enrollment Target for the 2009-2010 School Year

PRESENTER: Ted Ochs/Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Ochs and Dr. Horowitz will review a proposed funded enrollment target of 150 students for the 2009-2010 school year with the Board, and seek Board approval thereof.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

e. Approval of School Compensation Plan for the 2009-2010 School Year

PRESENTER: Jonathan Horowitz

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The School Compensation Plan for the 2009-2010 school year outlines base salaries and additional incentives for teachers. The School Compensation Plan has been reviewed and agreed to by the school leadership, and Board adoption of the School Compensation Plan for the 2009-2010 school year is requested.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

f. Approval of Board Designee to Work with CA on the Employee Handbook

PRESENTER: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Woodward will seek a Board designee to work with CA on revisions to the Employee Handbook, which will be brought back to the Board for review and approval at an upcoming meeting.

Motion: _____ Second: _____

Ayes: _____ Nays: _____