



Capistrano Connections Academy Charter School  
Board Meeting  
Tuesday, November 16, 2010 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 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](http://www.connectionsacademy.com)

- IV. Routine Business
  - a. Approval of Agenda – T. Batiuk
- V. Audit Committee, Committee of the Entire Board
  - a. Review and Acceptance of the 2009-2010 Fiscal Year Audit (to follow) – F. Sassin
- VI. Oral Reports
  - a. Principal's Report (MSR attached) – J. Horowitz
    - i. Enrollment Update
    - ii. Instruction Intervention Update
    - iii. SELPA Transfer Update
  - b. Financial Report (attached) – F. Sassin
- VII. Consent Agenda
  - a. Approval of Minutes from the October 26, 2010 Board Meeting (attached)
  - b. Approval of Staffing Report (attached)
  - c. Approval of the Title I Parent Compact and Parent Involvement Plan (attached)
  - d. Approval of Amendment to the 2010-2011 State Specific Handbook – Promotion (attached)
  - e. Approval of Amendment to the 2010-2011 General Handbook – Internet Subsidy (attached)
  - f. Approval of Designating Financial Consultant to Complete and Submit the First Interim Financial Report to the Required Parties by the Deadline
- VIII. Action Items
  - a. Approval of the Connections Academy Invoice for October (attached) – F. Sassin
- IX. Information Items
  - a. Legislative Update – M. Revenaugh/D. Hutchison
- X. Adjournment and Confirmation of Next Meeting on January 25, 2011 at 3:30 p.m. PT.

Agenda publicly posted:

On: Friday, November 12, 2010

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 October 26, 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 of the Title I Parent Compact and Parent Involvement Plan**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** All schools who receive funds under Title I, Part A of the Elementary and Secondary Education Act (ESEA) must develop a written school-parent compact jointly with parents for all children participating in Title I, Part A activities, services and programs. That compact is part of the school's written parental involvement policy developed by the school and parents under section 1118(b) of the ESEA. The compact outlines how parents, the entire school staff and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. In addition to the School-Parent Compact it is recommended that each school develop a written parent involvement plan for all families whose children are participating in Title I, Part A activities, services and programs. That plan is part of the school's written parental involvement policy developed by the school and parents under section 1118(b) of the ESEA. Board approval of the Parent Compact and Parent Involvement Plan is requested.

**d. Approval of Amendment to 2010-2011 State Specific Handbook – Promotion**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board package for Board consideration is an addition to the school's State Specific Handbook, a Promotion Policy. Board approval of the changes is requested.

**e. Approval of Amendment to 2010-2011 General Handbook – Internet Subsidy**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board package for Board consideration is a revision to the General Handbook's current Internet Subsidy Policy. Board approval of the changes is requested.

**f. Approval of Designating Financial Consultant to Complete and Submit the First Interim Financial Report to the Required Parties by the Deadline**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Dr. Sassin will prepare and submit the First Interim Financial Report to the CUSD and the County Department of Education by the December 15<sup>th</sup> deadline. The report is a restatement of the school's financials into the prescribed format. The report will be provided to the Board for Ratification at the January meeting.

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

**ACTION ITEMS**

a. **Approval of CA Invoice for October**

**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: \_\_\_\_\_