



**Capistrano Connections Academy Charter School  
Board Meeting  
Tuesday, May 25, 2010 at 3:00 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 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. CLOSED SESSION – Pursuant to Brown Act §54956.9 (c)– POTENTIAL LITIGATION, one case: to receive advice from legal counsel concerning existing litigation, initiating litigation, or situations involving a significant exposure to litigation – J. Horowitz
  
- VI. Oral Reports
  - a. Principal's Report (MSR attached) – J. Horowitz
    - i. Update on Graduation Plans and End of Year Activities
    - ii. Update on State Testing
    - iii. Scholarship Opportunity
  - b. Financial Report (attached) – F. Sassin
    - i. Budget Update
  
- VII. Consent Agenda
  - a. Approval of Minutes from the April 27, 2010 Board Meeting (attached)
  - b. Approval of Staffing Report (attached)
  - c. Ratification of MOU for Race to the Top 2 Funding (attached)
  - d. Approval of Annual Charter School Funding Survey (attached)
  - e. Approval of Revision to the 2010-2011 State-Specific School Handbook
  - f. Ratification of the Second Interim Financial Report (attached)
  - g. Approval of Contract for Independent Consultant(s) (attached)
  - h. Annual update to LEA Plan and Parent Involvement Policy
  
- VIII. Action Items
  - a. Approval of the Connections Academy Invoice for April (attached) – F. Sassin
  - b. Approval of Actions Necessary from Closed Session – J. Horowitz
  - c. Approval of Board Designee to Work with CA and School to Secure a Facility Lease (attached) – J. Horowitz
  - d. Approval of Facility Build Out Expenditure (attached) – J. Horowitz
  
- IX. Information Items
  - a. Results of the Parent Satisfaction Survey (attached) – J. Horowitz
  - b. Board Planning for the 2010-2011 School Year – M. Wrisley
    - i. Proposed Meeting Schedule (attached)
    - ii. Board Composition (attached)
  
- X. Confirmation of Next Meeting on June 15, 2010 at 3:00 p.m. PT.

Agenda publicly posted:

On: Friday, May 21, 2010

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 April 27, 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 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.

**c. Ratification of MOU for Race to the Top 2 Funding**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The California Department of Education (CDE) is seeking federal funding under the Race to the Top program, and any charter school that wishes to eventually participate in this funding, if awarded, must enter into an Memorandum of Understanding (MOU) with the CDE. The initial intent and signed MOU was due to the CDE by May 19, and was submitted by the deadline. If ratified by the Board, the Board President will also sign the MOU.

**d. Ratification 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 and submitted online by Dr. Horowitz and Dr. Sassin on behalf of the school. The survey is completed annually by all charter schools. Board approval of the Annual Charter School Survey, as submitted online, is requested.

**e. Approval of Revision to the 2010-2011 State Specific School Handbook**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The Board approved a revision to the 2010-2011 CapoCA School Handbook which reads under Middle School Courses: "Students will not earn high school credit for high school level courses taken while the student is enrolled as a middle school student..." This policy was to mirror that of the sponsoring district, C.U.S.D. as well as most California brick-and-mortar high schools. However, after further deliberation, the school would like to align itself with the rest of the Connections Academy schools and revert back to the original policy, which is specified in the 2009-2010 CapoCA School Handbook, which reads under Middle School: "Students may earn high school credit for high school level courses taken during the middle school years..." Board approval of this change is requested. Following approval of the change, the State Specific Handbook will be updated with the change.

**f. Ratification of the Second Interim Financial Report**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in your Board materials is the Second Interim Financial Report to the CUSD and the County Department of Education prepared and submitted by Dr. Sassin by the filing 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 Second Interim Financial Report is requested.

**g. Approval of Contract for Independent Consultant(s)**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in your Board materials are contract(s) from Independent Consultant(s) providing services to the school. Schedule A in each contract outlines the scope of work of each consultant, and Schedule B the hourly rate. Board approval of the contract(s), and delegation of signing authority to the Principal, is requested.

**h. Annual Update to LEA Plan and Parent Involvement Policy**

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

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** As required by the CDE, the school's LEA Plan (also known as the Single School District Plan) must be reviewed and updated annually. The LEA Plan document was extensively revised and then approved by the Board in January, 2009, and is now due for an annual update. Parent feedback on the LEA Plan should be solicited, and this was done as per the Parent Involvement Policy (approved in January, 2010). Based on staff review of the LEA Plan and the Parent Involvement Policy, and parent feedback received in Spring of 2010, no changes to the LEA Plan or Parent Involvement Policy is recommended for this annual update. Board approval of the school's LEA Plan and Parent Involvement Policy, in its current version, is requested.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_

**Ayes:**\_\_\_\_\_ **Nays:**\_\_\_\_\_

**ACTION ITEMS**

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

**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 Actions Necessary from Closed Session**

**PRESENTER:** Jonathan Horowitz

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Following the Board's discussion in Closed Session, Dr. Horowitz will review action(s) recommended and request Board approval of the necessary actions.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**c. Approval of Board Designee to Work with CA and School to Secure a Facility Lease**

**PRESENTER:** Jonathan Horowitz

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Dr. Horowitz will review the proposed facility and terms of the lease for the school's location with the Board and seek Board approval of a Board designee to work with the school leader and CA to finalize and execute the lease in substantially the same form as the terms included in the Board materials.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**d. Approval of Facility Build Out Expenditure**

**PRESENTER:** Jonathan Horowitz

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Dr. Horowitz will review the school's desired build out of the proposed school facilities and will seek Board approval of the projected expenditure.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_