

# PATHWAYS CHARTER SCHOOL BOARD OF DIRECTORS MEETING MINUTES

August 7, 2008 – Call to Order: 6:30 PM

**Harmony Unified School District**  
1935 Bohemian Hwy. Occidental, CA 95465

Pathways Charter School Board of Directors' meetings are open to the public, except for certain subjects that are addressed in closed executive session in accordance with the Brown Act. If any member of the public wishes to attend and requires special accommodations due to conditions outlined in the Americans with Disabilities Act, please contact the School Director at least 2 working days prior to the meeting.

## **1.0 Call to Order**

**2.0 Roll Call: Joel Lutes, Allison Greene, Ben Ford, President**

**3.0 Approval of the Agenda**

**4.0 Comments from the Audience – no comments**

Visitors are allowed to address the Board for up to three (3) minutes on items not on the agenda for a total of 20 minutes per topic. With Board consent, the President may increase or decrease the time allowed for public comment. The Board does not respond or take action on these comments.

**5.0 Closed Executive Session – began 6:33; ended 7:25**

5.1 Pending Litigation

**6.0. Reconvene Open Session – began at 7:25**

6.1 Report from Closed Session – nothing to report

6.2 Comments from audience – Q: community rep election: (see 8.3)

**7.0 Reports and Correspondence**

7.1 Director's Report: (see attached report)

- New Director Transition training conference

- Audit Exception appeal

- Learning Centers: SBE waiver approved for 08-09

- Harmony Unified School relations

- Staffing review – changes discussed

- WASC follow-up committee established; Board to receive monthly follow ups.

- STAR Data Inservice on Aug. 15. The results are sent on Disc and data to be brought with Director.

7.2 Administrative Team Reports – not required due to Summer break. (Jill's having a girl!)

**Pathways Charter School -- 607 Bobelaine Drive -- Santa Rosa -- California -- 95405 -- 707-573-6117**

7.3 Budget Update Report –awaiting on enrollment numbers. Solano: enrollment is looking good. Sonoma: numbers are within original projections. Lake/Napa: numbers above original projection.

Advertising? Is this effective? Online advertising?

**RECOMMENDATION:** to pursue Sonoma County online home school sites is advised.

7.4 Board Member Reports – none at this time.

## 8.0 Discussion/Action items

Some items may require Action from the Board and are noted as such.

8.1 Approval of Minutes 6/12/2008

**ACTION:** approved by vote M/S/P JL/AG/BF 3-0

8.2 Budget Close-out 07-08 (Discussion) Business Mgr. read the budget closeout report. (-35,000.00) Money possibly taken from restricted funds. Plan is reasonable; look into Grants as part of the plan.

8.3 Board Membership Recruitment (Discussion) –

Community question: How will the other communities be involved outside of the region where meeting is held and vote taking place?

October meeting and election to be conducted by conference call. Meeting to be held in Benicia. Speaker phones set up at each of the other Learning Centers with Area Coordinators taking votes and reporting back to Board. We will have, at a minimum, phones for Conference calling at each site. Election takes place at the October meeting for the Community seat; seat to be filled in November.

**RECOMMENDATION:** web cams set up at each site for the teleconferenced Board Meetings.

Five positions for the Board:

- 1 Staff – 1 year term (current seat began 8/08)
- 2 Elected - CM 1 (begins 11/08); CM 2 (ends 11/09)
- 2 Appointed - At Large 1; At Large 2

President defined “interested” party.

Residency qualifications:

Community rep: other folks from those Counties other than Napa County

At Large Directors: No residency qualifications

**RECOMMENDATION:** President and School Director will put out a call for candidates via Ebulletin, hard copied fliers and information to ISTs to share with families; announcement to be made at Teacher Inservice this month with descriptions to include (but not limited to) the following:

- Two disinterested short term members needed
- Candidates to stand by election
- Candidates by appointments
- A background in finance, law and/or education for running a school and non profit Board.
- Check the CSDC website for additional Board Member descriptions

8.4 Review Board Monthly Calendar (Discussion) – Reviewed calendar; no comments made.

8.5 Audit Exception Update (Discussion) – Audit exception is up for Aug. 29, 2008. Director is working with Legal rep for our best defense for this. He stated that California is “not forgiving” and not to have a lot of optimism. We can show the Independent Study Policy approved in the Aug, 2002 minutes from the Board about operational language through the Master Agreements and Semester Learning Plans. A “witness list” is being developed including past Board Members and teachers from 2002; the IS policy was never approved at a public meeting. Our auditor is being subpoenaed regarding this.

8.6 Participation in CSDC Leadership/Board Training Sept. 29-30 (Discussion) – Information was sent out along with registration form. Director recommends for the following to attend (a total of nine people at \$240.00/each) including: 3 Area Coordinators; 1 Curriculum Coordinator; 4 Board Members and the School Director.

**RECOMMENDATION:** Conference Agenda to be sent to everyone.

8.7 Approve Independent Study Policy (Action) –sent out with Agenda (attached)

**ACTION: approved by vote** M/S/P JL/AG/BF 3-0

**AGENDA - 9/08:** Schoolwide Action Plan being developed by Director and Administration Team as recommended from the June 08 minutes.

## 9.0 Consent items

Consent items are routine, non-controversial agenda items that will be approved or rejected as whole, without extensive discussion or debate.

9.1 BUDGET TRANSFERS

9.2 NEW VENDOR COURSE INSTRUCTORS (VCIs) –

Peter Borchard from Northbay Fencing Academy approved

9.3 OFFER OF CONTRACTS FOR 2008-09. – Admin contracts presented were approved.

**ACTION: approved by vote** M/S/P JL/AG/BF 3-0

Director has authority to increase enrollment thus increasing some teacher rosters which may require a change in teacher contracts as approved by Area Coordinator and School Director on an “as need” basis.

**10.0 Adjournment: 8:32; next meeting: September 4, 2008; Santa Rosa**