

**LAKE COUNTY INTERNATIONAL CHARTER SCHOOL
CHARTER COUNCIL SPECIAL MEETING MINUTES**

Meeting Date: Monday, February 13th 2016

OPEN SESSION 3:00pm – 5:00 pm

Meeting Location:

LCICS Campus,

15880/15882 Armstrong Street, Middletown, CA 95461

Council Members Present: **Teodora Doncheva, Marie Miessler, Tasha Haston**

Council Members Absent:

Administration Present: **Gwendolyn Maupin Ahern, Barbara Thornton**

Administration Absent: **Tanya Michel**

Staff Present: **Andrea Blair, Sarah Brummel**

Community members: **Eric Smith**

ITEM	DISCUSSION	ACTION OR NEXT STEPS	FOLLOW UP
I. Open Session	Called to Order at 3:17pm		
II. Choose timekeeper and process observer	TD, TH		
III. Public Comment Period	None		
IV. Changes to the Agenda	None		
V. Approval of payment reports/warrant registers	None		
VI. Approve Budget Transfers/Revisions Report	None		
VII. Approval of minutes	None		
VIII. Status of Fundraising	Donut Fundraiser was successful. 150 dozen donuts sold in several hours. Nadene is willing to do it again next month.		

IX. Correspondence	Discussed status of Council Member Appointment. Unsure if GMA has heard from Vicky Auberach. Discussed approaching Laura Hershey again.		
X. Announcements	None		
XI. Action			
A.) Approve Appointment of New Council Member to fill in for Nadene Becker until next council election	Eric Smith Read Oath of Office Motion to approve appointment	TD Motions MM Seconded Motion Passed	
B.) Approve Purchase and Mailing of Promotional Postcards	Approved purchase of postcards and EDDM mailing to proposed zip codes in amount not to exceed \$4,100.00.	MM Motions ES Seconded Motion Passed	SB Arrives 3:33
C.) Approve Computer Purchase	Approve purchase of Linova Computers for \$2,879.94 plus tax and shipping, not to exceed remaining technology budget	MM Motions TD Seconded Motion Passed	GMA -Let's look into creating business account with amazon, costco, etc.
XII. Discussion			
A.) Discuss Adding Postcard Mailings to Budget	Postcards have shown to be effective Marketing outside of our immediate neighborhood, has resulted in numerous calls of interest and multiple enrollments after each mailings. Purchase of 20,000 pcs is ~\$1200. Mailing is ~\$2700 to Clearlake, Lower Lake, Cobb, Mtown & HVL. Discussed allocating \$4,100.00 in 17-18 budget for advertising..		
B.) Review Mission & Vision	Reviewed & discussion Mission and Vision statements. How could we enhance international focus? SB says she incorporates it in many aspects of daily class		
C.) Review Brown Act	MM & TH presented summarized Brown Act & Conflict of Interest information received from LCOE Workshop.		BT will contact CDSC regarding necessity of Form 700

XIII.			
A. President's Report	None		
B. Treasurer's Report	None		
C. Director's Report	School lunch discussion Need for IT support - GMA requests more communication regarding any actions taken or communication to be sure we're on the same page. enrollment		add curriculae discussion to next meeting agenda. + lego robotics
D. Business Report	None		
E. Teacher Council Report	SB represented teachers. States overall Kids are doing great, learning, having fun. Enjoy having K/1 overReading Buddies & Hands-on Learning projects. Valentines Community Dinner Service & Sleepover planned for 4&5 class. SB inquires if any remaining balance in medical expenses cap be requested to pay out of pocket expenses? Inquired How do we bring positive discipline more into the classroom management? Support? Resources? Would love to see council members observe classes.		Add as discussion item medical expenses
F. Parent Council Report	Next meeting 2/28, 530pm at Stonefire Pizza.		

XIV. Adjournment	Meeting adjourned at 5:20pm	MM motioned to close TD Seconded Open Session closed at 5:20pm	
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Next Meeting: Monday, Feb 27th, 3pm-5pm
Respectfully submitted by Marie Miessler