

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

Meeting Date: Monday, February 27th 2017

**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, Eric Smith**

Council Members Absent:

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

Administration Absent: **Tanya Michel**

Staff Present: **Andrea Blair, James Paton**

Community members: **Laura Hershey, Michelle Cox**

<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION OR NEXT STEPS</b>	<b>FOLLOW UP</b>
<b>I. Open Session</b>	Called to Order at 3:08pm		
<b>II. Choose timekeeper and process observer</b>	TD, TH		
<b>III. Public Comment Period</b>	None		
<b>IV. Changes to the Agenda</b>	Move Teacher Council Report after Discussion C.		
<b>V. Approval of payment reports/warrant registers</b>	None		
<b>VI. Approve Budget Transfers/Revisions Report</b>	None		
<b>VII. Approval of minutes</b>			GMA arrives 3:15 pm
	Approve Minutes for Monday 2-13-17	TH Motioned TD Seconds ES abstaining Motion Passed	
	Approve Minutes for Monday 2-6-17	TH Motioned	

		TD Seconded ES Abstaining Motion Passed	
	Approve Minutes for Monday 1-23-17	TD Motioned TH Seconded ES Abstained Motion passed	
<b>VIII. Status of Fundraising</b>	Spaghetti feed Monday 2-6-17 Donuts will be sold after and then next day Tuesday 2/7/17		
<b>IX. Correspondence</b>	ES Followed up about form 700 - Must be done within 30 days	ES will email link for online form 700 for ease of completion	
<b>X. Announcements</b>	BT announces Microsoft tech grant \$500. 403 b follow up - not set up yet, need to set up meeting for signing everybody up		
<b>XI. Action</b>			
<b>A.) Approve Appointment of New Council Member to fill in for Michelle Cox until next council election</b>	Laura Hershey Read Oath of Office. Motion to Approve Appointment	MM Motions TD Seconded LH Abstaining Motion Passed	
<b>B.) Approve Payment to PCM-G</b>	Approve PCM-G Invoice #BO18228350101 for the amount of \$3,143.61	MM Motions ES Seconded Motion Passed	
<b>C.) Approve Payment to Sonoma County Office of Education</b>	Approve payment to Sonoma County Office of Education for the amount \$3,300.00	MM Motions TD Seconded Motion Passed	
<b>D.) Approve Prop 39 Proposal</b>	Tabled for additional info Discussed reasons why current proposal will not work. GMA is in communication to clarify what school is able/willing to		Add Prop 39 discussion/action item for next meeting

	do, and what changes are possible to be able to utilize grant.		
<b>E.) Approve Second Interim Report</b>	Tabled		JP arrives 3:40 pm
<b>XII. Discussion</b>			
<b>A.) Discuss Tree Issue</b>	TD has contacted a couple Tree services to obtain bids for tree removal/trimming		AB leaves 3:55 pm
<b>B.) Discuss Appropriately Conservative Attendance Rate to be Used for Interim Reports</b>	Tanya adjusted attendance rate in used in calculations down to 93%. Actual attendance rate is 97%. When adjusted this way, it gives initial appearance of deficit spending. BT is in discussion with her to see what is appropriate. BT communicates confidence in Tanya's abilities and that they will reach a reasonable consensus.		
<b>C.) Discuss 2017/2018 Calendar</b>	TH stated - created calendar modeled after last years Changed spring break a bit. Pulled out break in march since spring break moved earlier. Possible to shorten winter break and use a couple days elsewhere GMA - Check in with teachers re: school events dates How many instructional minutes required?		Check about instructional minutes required
<b>D.) Discuss use of medical expenses balance for out of pocket expenses</b>	Any change will set precedent for all. Discussed changes in Medical/dental coverage over the last few years. TH asks about possibility of approaching MUSD to join on insurance? Maybe better to keep separate. Discussed possibility to reimburse for amount that would be paid if on insurance provided by school.		Add action item: Approve medical reimbursement for out of pocket equal to would-be premium  MC arrives 4:45 pm  Add Action Item Re: Premium

			Reimbursement not to exceed usual Premium.
<b>E.)Discuss Curriculum</b>	<p>GMA states Curriculum quantity difficult to predict. BT reiterates that all purchases need to be approved before ordering &amp; processing payment.</p> <p>Lego robotics has occurred for last several weeks in 4/5 class.</p> <p>ES brought up past request to sit in on classes. Can we do this in a way that helps and does not feel like scrutiny?</p> <p>GMA suggests teachers observing is more effective than parents observing, unless there is a background in education.</p> <p>Discussed ways to support new (and all) teachers with curriculum and classroom management.</p> <p>Teachers have been observing each others classrooms</p> <p>Will begin observing outside our school soon.</p>		
<b>XIII.</b>			
<b>A. President's Report</b>	<p>TH requests info on Live and Give - TD reports Erica still interested in helping this year. Prefer to set date soon, in order to finalize 17/18 School Calendar. .</p> <p>Discussed feasibility of of holding event in last year's location again, due to time required for cleaning and set-up/tear-down of decorations Discussed approaching Twin Pines Casino as possibility of new venue.</p> <p>-Note to secretary:Error on Agenda Next meeting March 13th.</p>		
<b>B. Treasurer's Report</b>	None		
<b>C. Director's Report</b>	Enrollment: 74		

	Attendance: 98%		
<b>D. Business Report</b>	None		
<b>E. Teacher Council Report</b>	<p>JP Reports: Focusing on getting curriculum on check so can end the year well. Going along nicely. Had to make some adjustments due to student interest, timing. MM asks: how is the teacher schedule rotation/cooperative teaching going?</p> <p>Going well, everyone working together and making changes to go more smoothly. Suggests: Might be beneficial to do rotations every other week instead of every week.</p> <p>TD asks reason for change from last years Language Arts curriculum. GMA states still being used, but Amplify has been used more heavily. JP affirms he likes Amplify. Using a lot of hands on manipulatives for both language arts and math.</p>		
<b>F. Parent Council Report</b>	<p>Meeting tomorrow 5:30 Stonefire Pizza</p> <p>Volunteers needed for Spaghetti feed</p> <p>Got mail chimp group from Melissa, and formatting it.</p>		
<b>XIV. Adjournment</b>	Meeting adjourned at 5:30pm	<p>MM motioned to close</p> <p>TD Seconded</p> <p>Open Session closed at 5:30pm</p>	

Next Meeting: Monday, March 13th, 3pm-5pm  
Respectfully submitted by Marie Miessler