

Board Members

- Veronica Reyna, Parent
- Danette Anderson, Parent
- Vacancy, Parent
- Vacancy, Parent
- Vacancy, Parent
- Mary Bedley, Teacher
- Mireya Spitsnaugle, Teacher
- Michelle Watters, Teacher
- Laura Girard, School Secretary
- Barbara Hale, Director/Principal

School Site Committee
Sycamore Academy of Science and Cultural Arts
Regular Meeting Agenda
Renaissance Plaza
32326 Clinton Keith Road, Suite 103
Wildomar, CA 92595
Phone: (951) 678-5217

MONDAY, September 23, 2013 @ 5:00 p.m.

1.0 CALL TO ORDER

- The meeting was called to order at _____.

2.0 OPEN GENERAL SESSION

ROLL CALL	Present	Absent
Mrs. Veronica Reyna	_____	_____
Mrs. Danette Anderson	_____	_____
Mrs. Mary Bedley	_____	_____
Ms. Mireya Spitsnaugle	_____	_____
Ms. Michelle Watters	_____	_____
Ms. Laura Girard	_____	_____
Ms. Barbara Hale	_____	_____

Other guests present:

3.0 PLEDGE OF ALLEGIANCE**4.0 APPROVAL OF MINUTES OF BOARD MEETING OF MAY 13, 2013**

Motion: _____ Second: _____ Vote: _____

5.0 APPROVAL OF THE AGENDA

Motion: _____ Second: _____ Vote: _____

- 6.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:** Comments should be limited to 5 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

7.0 INFORMATION ITEMS**7.1 Open positions for School Site Committee**

Discuss open parent positions, roles and responsibilities and the election process for School Site Committee.

8.0 ACTION ITEMS**8.1 Set the date for the next meeting**

Discuss and set a date for the next SSC meeting.

Date: _____

Motion: _____ Second: _____ Vote: _____

9.0 ADJOURNMENT

Motion: _____ Second: _____ Vote: _____

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Sycamore Academy of Science and Cultural Arts

Telephone, (951) 678-5217;

FOR MORE INFORMATION

For more information concerning this agenda, please contact Sycamore Academy of Science and Cultural Arts

Telephone (951) 678-5217

“Sycamore Academy of Science and Cultural Arts”

Charter Petition

“Making Real World Connections”

- Select prospective candidates for employment and make recommendations to the Governing Board.

- Review salary and benefit packages, check parity with surrounding districts, and make recommendations to the Governing Board.

- Evaluation and termination of staff is the responsibility of the director/principal

The committee will be composed of the director/principal, a standing member who will serve as the committee chair, three to five teachers selected by the teachers, and a classified employee selected by the classified employees. Each member of the Personnel Committee will be selected by nomination and paper ballot vote for a four-year term.

A subcommittee of the Founding Group will do the initial staff selection.

The proposed bylaws and articles of incorporation can be found in the attachment section of this charter petition.

School Site Committee (SSC)

The School Site Committee shall be composed of the director, three teachers, one non-teaching employee and five parents (one parent representing the EL population). The director is an ex-officio member of the committee. The teachers, non-teaching employee, and parents are nominated and elected by their peers except for the first year of operation. The director/principal will make the committee selections for the first year of operation. The terms of office will be for two years. The responsibilities of the School Site Committee members are as follow:

- Develop, promote and evaluate educational initiatives
- Collaborate with stakeholders regarding school-wide needs assessment
- Develop and honor a Full Value Contract
- Establish and maintain partnerships with the community
- Develop and implement our charter renewal process when needed
- Develop a grounds and playground plan
- Review and compare the racial and ethnic balance of the charter school, and
- Develop, implement, and evaluate the school plan.

Leadership Committee (LC)

The Leadership Committee will consist of 3 to 5 teachers and the director/principal. Teachers will be selected through nominations and paper ballot votes except for the first year of operation when the director/principal will make the selection. The term for Leadership Committee will be 4 years. The Leadership Committee does the following:

- Provides curriculum and instructional leadership that aligns with school’s mission and vision.
- Ensures all students are learning California State Standards by reviewing student achievement data.
- Plans, creates, implements, and reflects on progress toward school goals.
- Plans, creates, implements, and evaluates the safe school plan.

Parent/Teacher Committee (PTC)

The Parent/Teacher Committee will consist of 4 or more parents, 4 or more teachers and the director/principal. The Parent Advisory Committee will be selected through nominations by

Ad Hoc Personnel Committee

As needed, the Governing Board may convene an ad hoc personnel committee to support certain staffing needs. The role of this committee is to

- Select prospective candidates for employment and make recommendations to the Governing Board.
- Review benefit packages, check parity with surrounding districts, and make recommendations to the Governing Board.

Evaluation, discipline, and termination of staff is the sole responsibility of the director/principal.

English Language Advisory Committee (ELAC)

In the event that Sycamore Academy of Science and Cultural Arts reaches a number of English Language learners that establishes a need for an advisory committee, an ELAC will be established. The ELAC will be comprised of 4 to 8 parents, director/principal, and one faculty member. ELAC representatives are elected by nomination and electronic ballot for a term of one school year.

- Formulates initiatives to support English Language Learners
- Solicits and encourages community participation
- Participates in the school's needs assessment by students, parents and teachers
- Provides input to School Site Committee on the most effective ways to support full participation of English Language Learners in all school activities

Advisory Councils

To support the mission and vision of the school, certain advisory councils have been created.

School Site Council (SSC)

The School Site Council shall be composed of the director/principal, three teachers, one non-teaching employee and five parents. The teachers, non-teaching employee, and parents are nominated and elected by their peers for a term of two years. The responsibilities of the School Site Council members are as follow:

- Collaborate with stakeholders regarding school-wide needs assessment
- Develop and honor a Full Value Contract that provides structure within which expectations for group operations are established and members are held accountable
- Establish and maintain partnerships with the community
- Review and compare the racial and ethnic balance of the charter school
- Review and collaborate on the School Action Plan
- Review and collaborate on the Safe School Plan
- Provide input on significant issues effecting the learning community
- Provides support to faculty and staff in communicating requirements, needs, programs and events.

Leadership Council (LC)

The Leadership Council will consist of 3 to 5 teachers and the director/principal. Teachers will be selected through nominations by peers for terms of 4 years. The Leadership Council does the following:

Board Members

- Veronica Reyna, Parent
- Danette Anderson, Parent
- Amanda Finch, Parent
- Vacancy, Parent
- James Grippa, Parent
- Nona Jones, Teacher
- Mireya Spitsnaugle, Teacher
- Denise Stearns, Teacher
- Laura Girard, Office Clerk
- Barbara Hale, Director/Principal

School Site Committee
Sycamore Academy of Science and Cultural Arts
Regular Meeting Minutes
 Renaissance Plaza
 32326 Clinton Keith Road, Suite 202
 Wildomar, CA 92595
 Phone: (951) 678-5217

MONDAY, May 13, 2013 @ 5:00 p.m.

1.0 CALL TO ORDER

- The meeting was called to order by the Chairperson at 5:06 p.m.

2.0 OPEN GENERAL SESSION

ROLL CALL	Present	Absent
Mrs. Veronica Reyna	_____	_____X_____
Mrs. Danette Anderson	_____X_____	_____
Ms. Amanda Finch	_____X_____	_____
Mr. James Grippa	_____	_____X_____
Ms. Nona Jones	_____X_____	_____
Mrs. Mireya Spitsnaugle	_____X_____	_____
Mrs. Denise Stearns	_____X_____	_____
Ms. Laura Girard	_____X_____	_____
Ms. Barbara Hale	_____X_____	_____

Other guests present: Dionna Fitch

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF MINUTES OF BOARD MEETING OF March 18, 2013

Motion: Mrs. Spitsnaugle Second: Mrs. Stearns Vote: 7 - 0

5.0 APPROVAL OF THE AGENDA

Motion: Ms. Girard Second: Ms. Jones Vote: 7 - 0

6.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:

None.

7.0 SCHOOL SITE COMMITTEE GOVERNANCE AND MANAGEMENT TRAINING (Attachment 7.0)

Training via podcast along with handouts by Dr. Carpenter. (6) That'll Be \$1.4 Million Please

8.0 INFORMATION ITEMS

8.1 Discuss open position for School Site Committee

Discussed open parent positions for School Site Committee.

8.2 Discuss and review charter petition sections

Discussed and reviewed Charter Petition sections for upcoming charter petition renewal.

8.3 Discuss candidacy slate for RRCSA Board

Discussed process for creating a slate of candidates for a position on the RRCSA governing board that will open in October.

8.4 Discuss promoting Families that Can

Discussed promoting Families that Can to other parents within the school.

9.0 ACTION ITEMS

9.1 Appoint New Member of School Site Committee

Appoint William Thomas as a new member for School Site Committee.

Motion: Tabled

10.0 ADJOURNMENT

Motion: Mrs. Spitsnaugle Second: Mrs. Stearns Vote: 7 - 0