



Ronald Reagan Charter School Alliance
Annual Board Meeting Minutes
 23151 Palomar Street
 Wildomar, CA 92595
 Phone: (951) 678-5217

Board Members
 Roland Skumawitz, President
 Ingrid Flores
 Elizabeth Halikis
 Daniel Leavitt, Secretary/Treasurer
 Matthew Roberson

August 15, 2016 @6:00 p.m.

1.0 CALL TO ORDER

The meeting was called to order by the Board Chair at 6:01 p.m.

2.0 OPEN GENERAL SESSION

Establishment of a Quorum

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

Other guests present:

Erica Klein, Hansberger and Klein, LLC
 John Arndt, Savantco

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Motion: Dr. Flores Second: Mrs. Halikis Vote: 5 - 0

5.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:

No comments.

6.0 INFORMATION SESSION:

6.1 Financial Report (Attachment 6.1)

Presentation of the status of Sycamore Academy finances.
Presented by: John Arndt, SavantCo Education

6.2 Special Education Report

Report on Sycamore Academy's Special Education Program including current data, services and needs.
Presented by: Lisa Fortin and Jennifer Smith, Education Specialists and Tess Brown, Student Support Services Coordinator

6.3 Operations Report

Presentation on enrollment and attendance data. Operations status report.
Presented by: Laura Girard, Operations Coordinator

6.4 Director's Report

Presentation regarding school administration, facilities and update on current legislation that may impact the school.
Presented by: Barbara Hale, Executive Director/Principal

6.5 School Report

Update on Sycamore’s education program, assessments, WASC and professional development.
Presented by: Jeff Morabito, Assistant Principal and Mireya Gresham, TOSA

7.0 INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:

No comments.

8.0 CLOSED SESSION: Adjourn to closed session at 6:50 p.m.

8.1 Lease Negotiations pursuant to California Government Code 54956.8

Property: 23151 Palomar Street, Wildomar, CA 92595

Agency Negotiator: Barbara Hale, Executive Director/Principal

Negotiating Parties: Kathy Everhart, Ortega Trails Youth Center

Under Negotiation: Instructions to agency negotiator regarding price and terms of payment.

9.0 RECONVENE OPEN GENERAL SESSION: 7:08 p.m.

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____X_____	_____
Dr. Ingrid Flores	_____X_____	_____
Mrs. Elizabeth Halikis	_____X_____	_____
Mr. Daniel Leavitt	_____X_____	_____
Mr. Matthew Roberson	_____X_____	_____

10.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:

No report.

11.0 ACTION ITEMS:

11.1 Election of Governing Board Member

Per the Charter and Board Bylaws, the board will review and a trustee from a slate of qualified candidates or absent such a slate, through a process of the board’s design.

Current slate: Daniel Leavitt (eligible for his 2nd term)

Motion: Dr. Flores Second: Mrs. Halikis Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____X_____	_____
Dr. Ingrid Flores	_____X_____	_____
Mrs. Elizabeth Halikis	_____X_____	_____
Mr. Daniel Leavitt	_____X_____	_____
Mr. Matthew Roberson	_____X_____	_____

11.2 Annual Meeting

Per Section 7 of the RRCSA Bylaws, annually the Board shall meet for the purpose of organization and appointment of officers.

President: Roland Skumawitz

Motion: Mrs. Halikis Second: Dr. Flores Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

Secretary/Treasurer: Daniel Leavitt

Motion: Mr. Skumawitz Second: Mrs. Halikis Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.3 2016/17 Parent/Student Handbook (Attachment 11.3)

The board will review and consider the 2016/17 Parent/Student Handbook.

Staff recommendation: The board approves the 2016/17 Parent/Student Handbook. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mrs. Halikis Second: Dr. Flores Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.4 2016/2017 Personnel Order (Attachment 11.4)

The board will review and consider the Personnel Order for the 2016/2017 school year.

Staff recommendation: The board approves the 2016/2017 Personnel Order. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mrs. Halikis Second: Dr. Flores Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.5 Commercial Sub-Lease Agreement (Attachment 11.5)

The board will review and consider the Commercial Sub-Lease with Ortega Trails Youth Centers.

Staff recommendation: The Commercial Sub-Lease with Ortega Trails Youth Center allow Sycamore families access to a much needed resource on our campus. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Dr. Flores Second: Mr. Leavitt Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.6 Con App (Attachment 11.6)

The board will review and consider the Con App.

Staff recommendation: The board approves the Con App. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mr. Leavitt Second: Dr. Flores Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.7 Homeless Student Policy (Attachment 11.7)

The board will review and consider the Homeless Student Policy.

Staff recommendation: The board approves the Homeless Student Policy. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mrs. Halikis Second: Mr. Leavitt Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

12.0 CONSENT CALENDAR

Consent Calendar Items are considered routine and may be enacted by a single motion.

- 12.1 Approval of the Minutes: June 13, 2016 (Attachment 12.1)
- 12.2 Check Register for June 2016 (Attachment 12.2)
- 12.3 Job Description for Health Clerk/AP Clerk (Attachment 12.3)
- 12.4 Job Description for Records Clerk (Attachment 12.4)
- 12.5 Job Description for Mentor (Attachment 12.5)

Motion: Dr. Flores Second: Mr. Roberson Vote: 5 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

13.0 BOARD COMMENTS:
No comment.


14.0 ADJOURNMENT

Motion: Mr. Leavitt Second: Mr. Roberson Vote: 5 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

The meeting was adjourned at 7:28 p.m.

I Daniel Leavitt, attest and certify these minutes to be true and factual.



 Daniel Leavitt

10/10/16

 Date