



**Board Members**  
 Roland Skumawitz, Secretary/Treasurer  
 Ingrid Flores  
 Elizabeth Halikis  
 Daniel Leavitt

Ronald Reagan Charter School Alliance  
**Annual - Regular Board Meeting Minutes**  
 34862 Monte Vista, Suite 110  
 Wildomar, CA 92595  
 Phone: (951) 678-5217  
**August 10, 2015 @6:00 p.m.**

**1.0 CALL TO ORDER**

Introduction of Guests  
 The meeting was called to order by the Board Chair at 6:03pm.

**2.0 OPEN GENERAL SESSION**

Establishment of a Quorum

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

*Other guests present:*  
 SavantCo Education Services  
 Hamel Contracting, Inc.  
 PJHM Architects  
 Hansberger and Klein, LLC

**3.0 PLEDGE OF ALLEGIANCE**

**4.0 APPROVAL OF THE AGENDA**

Motion: Dr. Flores Second: Mrs. Halikis Vote: 4 – 0

**5.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:**

No comments.

**6.0 INFORMATION SESSION:**

- 6.1 Construction Report (Attachment 6.1)**  
 Report on Construction project at 23151 Palomar St.  
*Presented by: Grant Hamel, Hamel Contracting and Tom Kruse, PJHM Architects*
- 6.2 Financial Report (Attachment 6.2)**  
 Presentation of the status Sycamore Academy finances.  
*Presented by: Roy Kim, SavantCo Education*
- 6.3 Director's Report**  
 Director's report on school growth plans and contingency plans.  
*Presented by: Barbara Hale, Executive Director/Principal*

**7.0 ACTION ITEMS:**

**7.1 William Sampson Resignation (Attachment 7.1)**

The board has received the resignation of Board President William Sampson.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

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

**7.2 Election of Governing Board member**

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

Current slate: Mr. Roland Skumawitz (eligible for his 3<sup>rd</sup> term)

Motion: Dr. Flores Second: Mr. Leavitt Vote: 4 - 0

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

**7.3 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: Dr. Flores Second: Mrs. Halikis Vote: 4 - 0

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

Secretary/Treasurer: Daniel Leavitt

Motion: Dr. Flores Second: Mrs. Halikis Vote: 4 - 0

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

**7.4 Revised 2015/16 School Calendar (Attachment 7.4)**

The board will review and consider a revised 2015/16 School Calendar.

Staff recommendation: Based on the most recent construction report, staff recommends board's consideration of moving the start date from September 8 to September 14 and adjusting the calendar to meet the legal requirements.

*Presented by: Barbara Hale, Director/Principal*

Motion: Mrs. Halikis Second: Mr. Leavitt Vote: 4 - 0

<b>ROLL CALL</b>	<b>Aye</b>	<b>Nay</b>
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>

**7.5 Hansberger & Klein, LLP Retainer Agreement Addendum for Ronald Reagan Charter School Alliance (Attachment 7.5)**

The board will review and consider the Retainer Agreement with Hansberger & Klein, LLP for the Ronald Reagan Charter School Alliance, DBA Sycamore Academy of Science and Cultural Arts, 23151 Palomar St., LLC, and the Sycamore Academy of Science and Cultural Arts Foundation.

Staff recommendation: With the growth of the organization, the addition of Special Education responsibilities, ownership of property and facility, and our intent to replicate in the near future, staff recommendation is approval of a flat rate monthly retainer agreement.

*Presented by: Barbara Hale, Director/Principal*

Motion: Dr. Flores Second: Mr. Leavitt Vote: 4 - 0

<b>ROLL CALL</b>	<b>Aye</b>	<b>Nay</b>
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>

**7.6 Revised 2015/16 Parent Handbook (Attachment 7.6)**

The board will review and consider the revised 2015/16 Parent Handbook.

Staff recommendation: The City of Wildomar, the construction team and school administration have developed additional language for the handbook in an effort to clarify expectations and improve safety for Sycamore students and the community. Staff recommends approval.

*Presented by: Barbara Hale, Director/Principal*

Motion: Dr. Flores Second: Mrs. Halikis Vote: 4 - 0

<b>ROLL CALL</b>	<b>Aye</b>	<b>Nay</b>
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>

- 7.7 RRCSA Bylaws (Attachment 7.7)**  
 The board will review and consider the revised Board Bylaws.

Staff recommendation: The Bylaws have been revised to reflect the change of location and clarifying language has been added. Staff recommends approval.  
*Presented by: Barbara Hale, Director/Principal*

Motion: Mrs. Halikis Second: Dr. Flores Vote: 4 - 0

<b>ROLL CALL</b>	<b>Aye</b>	<b>Nay</b>
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>

- 7.8 RRCSA Financial Policies (Attachment 7.8)**  
 The board will review and consider the revised Financial Policies.

Staff recommendation: The Financial Policies have been revised to reflect the changes in the operational structure and clarifying language has been added. Staff recommends approval.  
*Presented by: Barbara Hale, Director/Principal*

Motion: Dr. Flores Second: Mrs. Halikis Vote: 4 - 0

<b>ROLL CALL</b>	<b>Aye</b>	<b>Nay</b>
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>

- 8.0 CONSENT CALENDAR**  
 Consent Calendar Items are considered routine and may be enacted by a single motion.

- 8.1 Approval of the Minutes: June 15, 2015 (Attachment 8.1)**  
**8.2 Approval of the Check Register for June and July 2015 (Attachment 8.2)**  
**8.3 Job Description for Executive Director/Principal (Attachment 8.3)**  
**8.4 Job Description for Administrative Assistant (Attachment 8.4)**  
**8.5 Job Description for Records Clerk (Attachment 8.5)**

Motion: Mrs. Halikis Second: Dr. Flores Vote: 4 - 0

<b>ROLL CALL</b>	<b>Aye</b>	<b>Nay</b>
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>

- 9.0 INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:**  
 Comments should be limited to 3 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.

**10.0 CLOSED SESSION:** Adjourn to closed session at 6:54 pm.

**10.1 Conference with Legal Counsel – Anticipated Litigation (Significant Exposure pursuant to subdivision (b) of Government Code Section 54956.9)**

**11.0 RECONVENE OPEN GENERAL SESSION:**

The board reconvened to General Session at 7:07 pm.

<b>ROLL CALL</b>	<b>Present</b>	<b>Absent</b>
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>

**12.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:**

No report.

**13.0 BOARD COMMENTS:**

No comments.

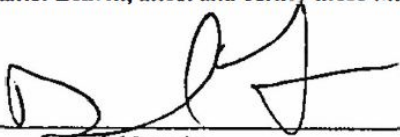
**14.0 ADJOURNMENT**

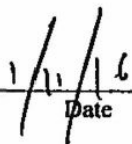
Motion: Mrs. Halikis Second: Mr. Leavitt Vote: 4 - 0

<b>ROLL CALL</b>	<b>Present</b>	<b>Absent</b>
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>

The meeting was adjourned at 7:11 pm.

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

  
\_\_\_\_\_  
Daniel Leavitt

  
\_\_\_\_\_  
Date