

**Minutes of a meeting of the Board of Directors of
Santa Clarita Valley International Charter School
Held December 11, 2008**

A meeting of the Board of Directors of Santa Clarita Valley International Charter School was held at 6:00 p.m. on December 11, 2008 at 28049 Smyth Drive, Valencia, CA 91355.

MINUTES

1. CALL TO ORDER

The meeting was called to order by Amber Raskin at 6:05 p.m.

2. BOARD OF DIRECTORS ROLL CALL AND ESTABLISH QUORUM:

President – Amber Raskin- present
Vice President – Andy Hetzel- present
Secretary – Franca Campopiano- present
Treasurer – Sharlene Atwood- present
Board Member – Dawn Evenson- present
Board Member – Courtney Lackey- present
Board Member – Rene Rubalcava-present
All seven Board Members were present; a quorum.

3. APPROVAL OF AGENDA

Dawn Evenson motioned to approve the agenda.
Sharlene Atwood seconded the motion.
Motion carried, 7:0.

4. APPROVAL OF MINUTES

Dawn Evenson motioned to approve the minutes of the regular meeting held on November 20, 2008.
Courtney Lackey seconded the motion.
Motion carried, 7:0.

5. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board of Directors regarding matters not on the agenda.
None.

6. APPROVAL OF THE CONSENT AGENDA

Items on the Consent Agenda are considered routine and/or are deemed to be consistent with the item adopted committee policies and carry the recommendation of the administration. The Consent Agenda may be enacted by one motion with a Roll Call vote. There will be no separate discussion of the items unless a trustee so requests, in which case the designated item(s) will be considered following approval of the remaining items.

Andy Hetzel motioned to approve the minutes of the regular meeting held on February 6, 2008 and the regular meeting held on April 2, 2008.
Sharlene Atwood seconded the motion.
Motion carried, 7:0.

7. REPORTS AND COMMUNICATION TO THE BOARD OF DIRECTORS

Principal's Report:

(See written report.) Principal Dawn Evenson verbally reported on the report of progress, which the teachers have been working on. (A sample is attached within the written principal's report.) She also discussed the 1st Holiday program to be held on December 16th. The students have been utilizing Study Island, a standards based computer program, which has a different and fun format for kids to learn from. The program is in a game format. This program was purchased because it gives periodic assessments of the standards, and to help communicate to parents with regards to progress towards standards. Students can also work at a more challenging level if they need/want to. The SARB issue, which was discussed at the last meeting, was addressed. Mrs. Evenson has made contact with a SARB agency for middle school students and is working on an elementary partnership. The current enrollment is 124, which is not to capacity. We have a wait list at 22, for all grades at capacity.

Booster Club Report:

None

8. FORMATION OF COMMITTEES:

The Board discussed and brainstormed committees, which may need to be, formed as working Board committees.

Franca Campopiano motioned to create the following six Board Committees: a Finance Committee, a Facilities Committee, a Development Committee, a Curriculum Committee, a Personnel Committee and a Nominating Committee (as needed).

Amber Raskin seconded the motion.

Motion carried, 7:0.

9. ENROLLMENT FOR 2009/2010 SCHOOL YEAR

Amber Raskin and Dawn Evenson presented enrollment projections for the 2009-2010 school year. The enrollment projections given were in single graded numbers, for ease of viewing, however the projections can be configured in a variety of classroom groupings (e.g. multiage, single grades, etc.)

Dawn Evenson described a multiage/cross age grouping, which the students have been participating in as a pilot for one week. All students in grades 1 through 7 were in mixed-aged groupings for an hour a day, learning about holidays around the world. The students rotated from teacher to teacher throughout the week. This time around, the project was craftier, however in the future the project would be more curricular based, and most likely have an essential question to foster the learning, school wide. Sharlene Atwood asked if this was a proven method? Dawn Evenson replied that the idea was piloted after the Museum School in San Diego (which does this sort of grouping grades K-3 and 4-6). Dawn Evenson stated that the feedback was very positive from students, parents and staff.

The idea of possibly ability grouping the students for math and ELA in the fall, was also discussed.

Sharlene Atwood asked how all the standards are taught in this approach?

Dawn Evenson replied that the teacher would need to be very crafty in her approach.

Alex Hetzel asked how this tracks with the IB program?

Amber Raskin said that she does not know. Dawn Evenson replied that she thought the IB program was more a framework, rather than a set program. More information will need to be obtained to answer this question.

Amber Raskin discusses the book "The Leader in Me", by Stephen Covey and states that she wishes she had this as a reference prior to writing the charter, because the book really captures what she envisioned for the school. Dawn Walker, parent, who brought this book to Amber's attention, read a speech about her impressions of the book, her work with Mr. Covey and how she strongly urges us to become a "7 Habits School". Several people have asked for proposals from the Franklin-Covey institution. There is PD, which can be given to the staff on the Habits, which is a lens for teacher and the community to function as a school culture, rather than an added program. We will wait to hear back.

Franca Campopiano motioned to approve the enrollment projections as tentatively proposed for facility negotiations only.

Courtney Lackey seconded the motion.

Motion carried, 7:0.

10. FACILITIES

Andy Hetzel, chair of the Facilities Committee gave a comprehensive report on his discussions with the Irvin's on the new facility. Based on the enrollment projections, we are most likely in need of approximately 11,000. This is because by Andy's calculations, each student needs approximately 25 square feet. He also feels that the lease term of \$1.80/square foot is reasonable, however this does not include janitorial costs. The utility bills are on a pro rata share, billed monthly. Andy feels that we should negotiate for a fixed rate for 2 years and a maximum 2% increase in 2 years. Because of our Tentative Improvement costs of \$20/ square foot, we would need to stay in it for 6 to 7 years for the facility to

be cost effective. Andy recommends a 2-year lease up front, with 8, 1-year extensions at our discretion.

There is extensive Tenant Improvement needed: walls reconstructed, bathrooms reconstructed. Andy feels we need to obtain copies of all bids for review, so that if any bids are lower than the \$20 rate that benefit from the difference in rates. The TIs do not include furniture and fixtures, such as whiteboards and cabinetry. Landlords would like us to begin paying rent on February 1, 2009. We need to ask to begin paying on June 1, 2009. We would be allowed to sub-lease the space.

Amber Raskin shared the Hart USD Bond issue, and that we may ask for funds from this bond to help with the TIs of our facility. She will inquire. The discussion ended with Andy Hetzel asking the board to forward any questions or suggestions to him via email or phone.

11. TREASURER'S REPORT

Sharlene Atwood gave the Treasurer's report. (See report.) The most important item to note is that we are currently working on a negative cash flow basis, which mainly due to timing of receipt of funds. We have started using our Line of Credit. Amber Raskin is seeking a letter from the CSDC to help us obtain another Line of Credit in the event we would need more cash in the coming future.

12. ADDITIONAL COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board of Directors.

Dawn Walker, parent, shared that her three daughters are attending SCVi and she is quite happy with their education and feels that it is only getting better.

13. ITEMS FOR NEXT MEETING ON JANUARY 22, 2008

None.

14. ADJOURNMENT

Amber Raskin adjourned the meeting at 8:01 p.m.