



**Minutes of a meeting of the Board of Directors of
Santa Clarita Valley International Charter School
Held October 15, 2009**

A meeting of the Board of Directors of Santa Clarita Valley International Charter School was held at 6:15 p.m. on October 15, 2009 at 28060 Hasley Canyon Rd., Castaic, CA 91384.

MINUTES
Open Session

1. CALL TO ORDER

Amber Raskin called the meeting to order at 6:25 p.m.
Marni is taking notes.

2. BOARD OF DIRECTORS ROLL CALL AND RE-ESTABLISH QUORUM:

President – Amber Raskin- present
Vice President – Andy Hetzel- absent
Secretary – Tae Chang - present
Treasurer – Sharlene Atwood- present
Board Member – Dawn Evenson- present
Board Member – Courtney Lackey- present
Board Member – Linda Krystek- present
Six Board Members were present; a quorum.

3. Pledge of Allegiance

4. Stakeholder Mission Statement Reading

Tabled

5. Curriculum Moment

Melissa White talked about her performing arts curriculum. She teaches all the students in all grades and has been working on dances from Thailand. She brought several students to show off the dance they learned last month celebrating Italy. She is now working on dances to perform at the holiday show.

6. Public Comment

Amber Raskin is reminding everyone that the public comment section at the beginning of the meeting is for anything that people need to address the board with that is on or not on the agenda. The second public comment section is for people that have things to tell the board that is on the agenda. There are times when the board cannot legally respond. Dawn Evenson and Amber Raskin learned this at their governance

academy. It has nothing to do with respect. If it something on the agenda then it will be heard during public comment and then addressed during the time set aside for that.

No one had anything to address the board with.

Sharlene motioned to approve the public comment.

Courtney second the motion.

All in favor. Motion carried, 6:0.

7. Approval of Agenda

8. Approval of Consent Items

Courtney motioned to approve the consent items.

Linda second the motion.

All in favor, motion carried, 6:0.

9. Reports and Communication to the Board of Directors

Executive Director Of Education Report: Dawn Evenson: We hired specialty teachers for performing arts, choir and voice and visual arts. These teachers go into the classroom once a week to teach up to an hour at a time. All specialty teachers are focused on the international aspect of the school and connecting it to SCVi. We are excited to be adding arts when many schools are cutting it. First grade is working on a community project. They have done several walking field trips to see different aspects of the community with the class. Families have taken them on field trips to report back on. Tomorrow they will be building their community in the classrooms a culminating project. Fifth and Sixth grades have worked on a team project with all three teachers working together. It is a planet project. They watched a movie about space and traveling to the planets. Then they create their own planet, writing about it, calculating distances, and talking about travel, mapping and how they can exist on another planet. These are an example.

Enrollment: 416 up 66 students. Capacity is 420. Current wait list is 183, and home study is 55, and ada 97%. There is still a large amount of community interest. There have been many tours of several families, including parents and kids at once. These tours are when classes are in session and the students are used to it. Each class has a greeter that greets the tours and explains what their class is doing. There is always a chance that the greeters rotate, and there are subs for greeters. We completed the first founders luncheon. Amber Raskin and Dawn Evenson talked about our school and then they toured. Next time it might be changed so they tour first so they have something to talk about at the lunch. ILP's are under way. They are a great way for communicating.

Amber Raskin explains that there were many different types of people at the founders lunch. There were board members, candidates and doctors for example. Most of them were really excited. Some that we won over loved it after they toured. They offered services and were excited to be a partner with us. We liked the support and look forward to having more in the future, that might even include guest speakers and performances. We had about 25 people but want to expand that in the future.

CAT report: Kristina Strong: The main item discussed was where the members of the team and the parents wanted the money raised to go for the school. Sinks and kitchen were discussed as well as PE equipment. The science lab and nurses room

needs sinks, and the MPR could use a kitchen. Drinking fountains outside. Courtney Lackey: Did actual playground equipment come up? Kristina Strong says yes and rock climbing walls and specific spaces were discussed. Security measures were talked about as well. They talked about putting in a garden, arts and music. Then the CAT team prioritized what to do first. If they raise money one at a time it is easier to see where the money is going. Sharlene Atwood asked what about fundraising? Lombardi Ranch paid for the security system. We still need internet connection for that system. The feedback was that parents wanted to see the money to go to the sinks first, then the kitchen, and then the yard, then gardens. There might be enough money to accomplish this now, but they are looking into the money from last year and finding out who can do this, donate time and labor and materials. Courtney Lackey said: She knows someone that she can ask about landscaping. Also the kitchen equipment; there are vendors in the valley that might be able to donate such as Pacific Sales. We are also looking for parents to be contractors etc. That is our first goal for this school. Amber Raskin mentioned that sinks are easier to get done while the bottom floors are not occupied too. Kristina Strong said that room parents are really put into place. CAT is working on an excel spreadsheet for tracking TB, livescan, driving record and hours turned in. She is proud of everyone and for all their hard work. Starting from nothing and look how far we have come. She says that parents are so ready to help it is great. Amber Raskin has given a huge thank you to Kristina Strong for all her hard work. She is thankful for her putting the structure in place and that it makes an amazing difference. The whole point of SCVI is to be a partnership and it is great and thank you for helping create that culture. Kristina Strong has only heard great things from parents whose students are so thrilled to be here.

10. Items for Board Discussions and Consideration

Amber Raskin says we are seeking and discussing two additional board members. We need to have two more members that do not have a conflict of interest. We talked to three people about adding people. We are looking for community members. Wendy Ruiz is the director of the preschool program at COC as well as a parent here. We talked to a lawyer who is interested but he might have a conflict with dates and times of meeting. Robert Mansuer might be able to join us next year if not this year. There is a third person: Marty Hinbaugh. She is with Mission Valley Bank which is the bank that has been very supportive. We might need to discuss other potential people as well. Maybe everyone can take one or two people off of the list Amber Raskin and Dawn Evenson has started and meet with them and talk with them. Then look through the process and look through how we are going to add more board members.

We are also creating expectations for board members, and as soon as that is ready it will be given out. They will include that they cannot miss more than 2 meetings a year. We are looking for people who are willing to raise or donate money. We can even add an honorary board member. Dawn Evenson says we need people who are leaders for when Amber Raskin is not the board president. It takes a lot of work and we need people that are ready and willing.

Amber Raskin says we really want people with specialties, such as lawyers, real estate, personnel, and education.

We should vote on the process of adding board members tonight and then add the expectations later when they are ready.

Courtney motions for the voting of the process of adding board members.

Tae seconds the motion.

All in favor. motion carried, 6:0.

Sick days Policy is being tabled. We need to work on it more.

11. Board Action Items

None

12. Treasurers Report

Sharlene Atwood said we still need to be audited on the class size reduction. Amber Raskin suggested we look over the audit and make suggestions as to wording we think should be changed. Sharlene Atwood said we ngot about \$300 in grants and about \$10000 in family giving. Amber Raskin says it is good because we are required by law to have a reserve as well as us saving for a building. Courtney Lackey asked about the other space and if they were happy when we left. Amber Raskin said we were charged \$700 for little things, such as the garbage disposal not working but we got the rest of the \$5000 back and after that everything was ok. Amber Raskin aslo said thank you to Sharlene Astwood for hours and hours of hard work. To be ok financially is a great thing and Sharlene Atwood is the backbone to that. If you have suggestions to add to the audit please email Amber Raskin because it gets a final approval at the next meeting with the auditor. Sharlene Atwood did mention that CAT will become a separate entity just being more overseen and not run by SCVi. They will need a process and to check in with reports quarterly.

12. Additional Communication from the Public

Dawn Walker asked if lunches will be separate and Sharlene Atwood said no.

CAT is concerned that if we require money for the holiday program we will exclude certain people.

13. Final Board Comments

Dawn Evenson says a special thank you to David and for putting up the fence. Any time we mention anything about the fences and when we come the next day it is done. They always step up, find the need and fill it. So to everyone who helps say thank, but thank you to them. Sharlene Atwood and Ceci Zouebeck thank you for audit report, it took hours of hard work and thank you. Often times parents are in tears when sharing their stories and talking about how the school has affected them. Your work as board members is the foundation for that so thank you. Please collect the stories so they can be shared.

Linda would love a drinking fountain outside.

14. ADJOURNMENT

Amber Raskin motioned to adjourn.

Motion carried, 6:0

Amber Raskin adjourned the meeting at 7:20 p.m.