



**CLARKSVILLE CHARTER SCHOOL**

3840 Rosin Court #100, Sacramento, California 95834

Phone (916) 568-9959 \* Fax (916) 664-3995

Regular Scheduled Board Meeting – Clarksville Charter School  
September 21, 2019 – 9:00am – 4:00pm  
3840 Rosin Court #200 Sacramento, CA 95834

Attendance: Emily Allen, Katie Burwell, Michelle Hollis, and Keri Dalebout  
Absent: None  
Also Present: Julie Haycock, Jenell Sherman

**Call to Order:**

Emily Allen called the meeting to order at 9:11 am.

**Public Comments:**

None.

**Closed Session: Conference with legal counsel regarding potential litigation per Gov. Code section 54956.9(d)(2): 3 matters:**

No action taken in closed session to report.

**Principal's Report**

The board was presented a school update by the Principal.

**Board Training – Fiscal Policies and Procedures Training:**

The board was presented Fiscal Policies and Procedures Training by Chris Williams.

**Discussion and Potential Action on the Compensation Policy:**

Emily Allen Motioned to approve the Compensation Policy. Michelle Hollis seconded.  
-Unanimous.

**Board Training – Brown Act Training:**

The board was presented Brown Act Training by Jennifer McQuarrie.

**Board Training – Legislative Update:**

The board was presented a Legislative Update by Branche Jones.

**Board Training – Financial and Budget Training:**

The board was presented Financial and Budget Training by Spencer Styles, Charter Impact, Inc.



**CLARKSVILLE CHARTER SCHOOL**

3840 Rosin Court #100, Sacramento, California 95834

Phone (916) 568-9959 \* Fax (916) 664-3995

**Discussion and Potential Action on the Fiscal Policies and Procedures:**

Emily Allen motioned to approve the Fiscal Policies and Procedures Michelle Hollis seconded.  
-Unanimous.

**Motion to suspend Meeting:**

Emily Allen motioned to suspend the meeting @ 11:24am. Michelle Hollis seconded.  
-Unanimous.

**Motion to resume Meeting:**

Emily Allen motioned to resume meeting @ 11:49am. Michelle Hollis seconded.  
-Unanimous.

**Principal's Report:**

The board was presented an update from the school principal.

**Discussion and Potential Action on Approval of the Board Meeting Minutes:**

Emily Allen motioned to approve the Board Meeting Minutes from June 8, 2019, July 19, 2019, August 21, 2019. Michelle Hollis seconded.  
-Unanimous.

**Discussion and Potential Action on the Independent Study Policy:**

Emily Allen motioned to approve the Independent Study Policy. Keri Dalebout seconded.  
-Unanimous.

**Discussion and Potential Action on the Transitional Kindergarten and Kindergarten Policy:**

Emily Allen motioned to approve the Transitional Kindergarten and Kindergarten Policy. Katie Burwell seconded.  
-Unanimous.

**Discussion and Potential Action on the Promotion, Acceleration and Retention Policy:**

Emily Allen motioned to approve the Promotion, Acceleration and Retention Policy. Michelle Hollis seconded.  
-Unanimous.

**Discussion and Potential Action on the Inspection of Public Records Policy:**

Emily Allen motioned to approve the Inspection of Public Records Policy. Michelle Hollis seconded.  
-Unanimous.



**CLARKSVILLE CHARTER SCHOOL**

3840 Rosin Court #100, Sacramento, California 95834

Phone (916) 568-9959 \* Fax (916) 664-3995

**Discussion and Potential Action on the Administration of Medications, Anti-Seizure Medications, Emergencies and**

**Head Lice Policy:**

Emily Allen motioned to approve the Administration of Medications, Anti-Seizure Medications, Emergencies and Head Lice Policy with the amendment of the first sentence to read as follows, "Clarksville Charter School is committed to protecting the health and well-being of all Clarksville Charter students." Keri Dalebout seconded.

-Unanimous.

**Motion to suspend Meeting:**

Emily Allen motioned to suspend Meeting @ 1:13pm. Michelle Hollis seconded.

-Unanimous.

**Motion to resume Meeting:**

Emily Allen motioned to resume Meeting @ 1:31pm. Michelle Hollis seconded.

-Unanimous.

**Discussion and Potential Action on the July Financials:**

Emily Allen motioned to approve the July Financials. Michelle Hollis seconded.

-Unanimous.

**Discussion and Potential Action on the Conflict of Interest Code:**

Emily Allen motioned to approve the Conflict of Interest Code. Michelle Hollis seconded.

-Unanimous.

**Discussion and Potential Action on Approving the 2019-2020 Parent-Student Handbook:**

Emily Allen motioned to approve the 2019-2020 Parent- Student Handbook. Michelle Hollis seconded.

-Unanimous.

**Discussion and Potential Action on the Amendment to the District Office Service Agreement:**

Emily Allen motioned to approve the Amendment to the District Office Service Agreement. Michelle Hollis seconded.

-Unanimous.

**Adjournment:**

Emily Allen motioned to adjourn the meeting at 3:36pm. Michelle Hollis seconded.

-Unanimous.



**CLARKSVILLE CHARTER SCHOOL**  
3840 Rosin Court #100, Sacramento, California 95834  
Phone (916) 568-9959 \* Fax (916) 664-3995

Prepared by:  
Bryanna Brossman

Noted by:

Katie Burwell  
Board Secretary