

Whole Child. Whole Family.  
Whole Community.



# Bridges Charter School

## Board Meeting

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### Date and Time

Tuesday June 11, 2019 at 6:15 PM PDT

### Location

Bridges Charter School - 1335 Calle Bouganvilla, Thousand Oaks, CA 91360 - Rm 14

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### Agenda

#### I. Opening Items

Opening Items

**A.** Call the Meeting to Order

**B.** Record Attendance and Guests

Michael Louderback, President

Erin Morrissey, Vice President

Michael Flaherty, Parliamentarian

Richard Urias, Treasurer

Ozge Heerma Gunday, Secretary

Marcy Crawford, member

Kelly Simon, Director

Cindy McCarthy, Assistant Director

Kathee Hans, Recording Secretary

- C. Approval of Agenda
- D. Approval of Minutes  
Approve minutes for Board Meeting on May 13, 2019
- E. Approval of Minutes from Special Board Meeting  
Approve minutes for Special Meeting on May 16, 2019

## II. Presentations

### Academic Excellence

- A. PAC Report
- B. Homeschool Teachers  
Teachers will present to the board about the home school program and present ideas for future development.
- C. Educational Excellence Committee  
Board Trustee Ozge Heerma will present ideas for the future of our Educational Excellence Committee in order to gather board feedback.

## III. Public Comments

### CEO Support And Eval

- A. Public Comments  
*Persons wishing to address the Board may do so at this time upon recognition from the President. Please state your name, community or organization you represent, and the topic you wish to share with the Board. You will be given 3 minutes to make your presentation. Pursuant to the Brown Act, the Board cannot enter into formal discussion with individuals making public comments to the Board. The Board cannot take action on any issues raised during public comments that are not on the meeting agenda. Individual members may respond to public comments during the individual Board Members section.*

## IV. Reports

### Facility

- A. Governing Board

## Board Members Committee Reports

- Mike Louderback - President
  - Board Members
  - Retreat
  - Board Governance Workshop - 9-11-19 at VCOE 5:00p-7:30p
  - Charter Renewal Committee

## Budget Richard Urias

- Culture and Climate - Erin Morrisey
- Educational Excellence -
- Facilities - Michael Flaherty
- Governance - Marcy Crawford
- Safety -Ozge Heerma

## **B.** Director and Assistant Director

### Kelly Simon

- Enrollment Report
- Local Board Relations
- Prop 39
- Measure I
- Stemposium
- Parent Education
- Bridging Ceremony
- PAC Budget Meeting

### Cindy McCarthy

- Washington D.C. Field Trip
- CAASPP
- Eighth Grade Culmination

## **V.** Consent Items

### Finance

#### **A.** Consent Items

Consent Items: Items proposed for the consent calendar are noted on the posted agenda and are considered by the Director to be of a routine nature. Any item may be removed from the consent calendar at the request of any Board member and placed under the appropriate action category. A

vote will be taken for the consent calendar so that any items requiring a vote can be properly addressed. It is recommended that all consent items be approved.

- 6.1 Personnel Report
- 6.2 Financial Reports
  - 6.2.1 Approval of Checks
  - 6.2.2 Approval of Financial Statements
  - 6.2.3 Approval of Purchase Orders
  - 6.2.4 Approval of Credit Card Purchases
- 6.3 Certification of Lost Receipts

## **VI. Business and Operations**

### **A. Approval of Proposition 30, 2019/20~**

Proposition 30, the Schools and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012, temporarily increases the state's sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

The revenues generated from Proposition 30 are deposited into a state fund called the Education Protection Account (EPA). School districts, county offices of education, and charter schools (LEAs) will receive funds from the EPA based on their proportionate share of the Local Control Funding Formula (LCFF) amount. A corresponding reduction is made to an LEA or charter school's LCFF state aid equal to the amount of their EPA entitlement. LEAs will receive EPA payments quarterly.

### **B. Approval of Budget 2019-20**

### **C. Approval of 2017-18 Annual Tax Exempt Returns**

- a. Return of Organization Exempt from Income Tax (Form 990)
- b. California Exempt Organization Annual Information Return (Form 199)

### **D. Approval of Consolidated Reporting and Application System - CARS, 2019-20~**

The Consolidated Reporting and Application System is used by the California Department of Education to ensure that we are meeting federal requirements with regards to assurance of observation of federal rules and regulations, federal addendums, the allowance of school prayer, substitute system for time accounting and certification a homeless policy and practices. Approval is recommended.

### **E. Approval to Accept the Year End Resolutions from BSA for Fiscal Year 2019-20~**

Year End Resolutions allow BSA to process our monetary/fiscal responsibilities during the summer when Bridges is closed. Approval is recommended.

**F.** Approval of Facilities Agreement with CVUSD (Prop 39), 2019-2020

This is a lease agreement between CVUSD and Bridges Charter school to execute the contract for our campus facilities. Approval is recommended.

**G.** Approval of VCOE Escape Financial & Payroll/Personnel, 2019-2020~

Bridges Charter School wishes to continue its' arrangement with VCOE for Payroll and Personnel services. Approval is recommended.

**H.** Approval of VCOE Courier Services Agreement, 2019-20, NTE \$1801.00~

Bridges Charter School wishes to continue its' agreement with VCOE for courier services. Approval is recommended.

**I.** Approval of VCOE -Software Licensing for Q Food Service 2019-20, MTE \$2160.00~

This agreement is for the licencing and training/support which is required for the implementation of student food services, which will commence when school resumes.

**J.** Approval of Ventura County SELPA Agreement for Occupational Therapy Services 2019-20, NTE \$12,240.00

This agreement serves as evidence of Bridges Charter 's commitment to cover hourly costs for services provided by Ventura County SELPA staff as follows: Occupational Therapy (Includes services by Occupational Therapist (OT) —or- Certified Occupational Therapy Assistant (COTA).

Approval of this item is recommended.

**K.** Approval of Revised Bell Schedule, 2019-20~

The CORE section of the bell schedule was revised to correct overlap at nutrition. The amount of minutes has remained the same. Approval of this item is recommended.

**L.** Approval of Agreement with CharterSafe, 2019-20, NTE \$62,513.00~

CharterSafe provides Bridges with insurance, risk management and employee benefits. I recommend approval of this item.

**M.** Approval of Document Tracking Services, 2019-20, NTE \$320.00~

**Document Tracking Systems, a housing system, provides templates for important state documents, such as: School Accountability Report Cards (SARC), Comprehensive Safety Plan, and Local Control Accountability Plan (LCAP).**

**\$195.00 for Document Tracking Services**

**\$125.00 for SARC reporting**

- N.** Approval of Chromebooks from STS Pacific One Source, NTE \$21,672.00~

Google will no longer support our original purchase of 80 Chromebooks as of the Fall. It is standard practice for Chromebooks to become obsolete every 5-6 years.

Approval of this item is recommended.

- O.** Approval of Promethean Boards from STS Pacific One Source, NTE \$9544.61~

In line with our plan of continuing to add smart boards to each grade level, it is our plan to purchase 2 more Promethean Board for the campus. PAC has voted to reimburse Bridges for the cost of one of the Promethean Boards.

Approval of this item is recommended.

**VII. Parents and Community**

Governance

**VIII. Personnel**

- A.** Approval of Certificated & Classified Salary Schedule, 2019-20~

The 2019-2020 Salary Schedule for all Bridges employees is presented for your consideration. I recommend approval of this item.

- B.** Approval of Declaration of Need for Fully Qualified Educators~

For your consideration, is the Declaration of Need for Fully Qualified Educators. This request acknowledges that there are insufficient numbers of fully credentialed teachers in several areas statewide, such as mathematics, science, special education, bilingual ed, etc. We are requesting approval of the Declaration of Need in the areas of mathematics and special education for the 2019/20 school year. If necessary, the approval of this form will allow us to employ a teacher who is in process of attaining certification to teach mathematics or special education.

I recommend approval of this request.

- C.** Consideration of Revised Director Job Description~

**IX. Curriculum and Instruction**

Technology

**X. Special Projects/Programs**

**A. 2019-20 Local Control Accountability Plan (LCAP) and the Local Control Funding Formula (LCFF) Budget**

a. Charter Schools are required to develop, adopt, and annually update a three-year LCAP, using the template adopted by the California State Board of Education. The LCAP identifies how schools address the State's priorities and metrics, and how expenditures are in accordance with statutes.

1. 2019-20 Local Control and Accountability Plan (LCAP) Budget Overview for Parents
2. Local Control Accountability Plan and Annual Update (LCAP)

I recommend approval of goals/ actions/budget plans for the 2019/20 LCAP.

**XI. Special Education**

**XII. Pupil Personnel**

**XIII. Support Services**

**XIV. Facilities**

**XV. Charter Policies**

**XVI. Governing Board**

**A. Board Election Results**

The 2019 Board Election results were certified by Benny Martinez, Director of School Business Services.

The results are as follows:

July 2019 - June 2022 Board Members

Damian Fante

Shannon Trowbridge

July 2019 - June 2020 Board Member

Allison Geld

- B.** Consideration of Board Meeting Schedule for 2019-2020~

**XVII. Pending Agenda Items**

**XVIII. Closed Session**

- A.** Business Pursuant to Government Code § 54956.9

Conference with Legal Counsel – Anticipated Litigation: Significant Exposure to Litigation pursuant to subdivision (d) (2) of Section 54956.9 (1 case)

- B.** Business Pursuant to Government Code § 54957 (b)~

Consideration of Appointment, Employment, Evaluation of Performance, Discipline, or Dismissal of an Employee.

(2 Cases): 1832000145, 672000058

- C.** Return to Open Session

**XIX. Open Session**

- A.** REPORT ON ACTIONS TAKEN IN CLOSED SESSION

**XX. Closing Items**

- A.** Adjourn Meeting