

James Jordan Middle School Board of Trustees

Minutes

Board Meeting

Date and Time

Monday August 26, 2013 at 6:00 PM

Location

JJMS campus R building

Trustees Present

F. Macauley, J. Munsch, J. Stoneburner, V. Gandarilla

Trustees Absent

J. LaBarbera, V. Andrews

Guests Present

M. Alvarado, M. Marsh

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Stoneburner called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Monday Aug 26, 2013 at 6:20 PM.

C. Approve Minutes

F. Macauley made a motion to approve minutes from the Board Meeting on 08-03-13 Board Meeting on 08-03-13.

V. Gandarilla seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Consent agenda for June Financials

F. Macauley made a motion to table the June financials to the end of the governance section.

J. Munsch seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. Consent item :KL Myles reapplication for membership

J. Munsch made a motion to begin a new term of board membership for KL Myles.

F. Macauley seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Governance

A. Change of officers requires change of signers

K. Myles made a motion to replace Neil Shah with Fathia Macauley as a signer on all JJMS accounts for which the treasurer is required.

J. Munsch seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Policy for Oath of Office

J. Munsch made a motion to approve the oath of office as an official part of board membership.

K. Myles seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Policy for Board Meeting Agendas

F. Macauley made a motion to approve and accept the policy for board agenda as presented in the packet.

J. Stoneburner seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Policy for regular and special board meetings

J. Stoneburner made a motion to accept and approve the Regular and Special board meetings policy as presented in the packet.

F. Macauley seconded the motion.

The board **VOTED** unanimously to approve the motion.

ExecDirector's recommendation mistakenly included the word Emergency.

E. Policy to define roles of Board and Executive Director

K. Myles made a motion to approve the policy to define the roles of the Board and the Executive Director as presented in the packet.

J. Stoneburner seconded the motion.

The board **VOTED** unanimously to approve the motion.

F. June Financials

K. Myles made a motion to approve and accept the June financials as presented by ExEd.

J. Munsch seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. CEO Support And Eval

A. Announce Closed Session

J. Stoneburner made a motion to go into closed session and announce the same.

F. Macauley seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Closed Session Personnel Evaluation (Executive Director)

C. Announce any action taken in closed session

K. Myles made a motion to go into open session at 8:32 pm.

J. Munsch seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Munsch made a motion to announce closed session actions taken i.e. consensus on evaluation which will be presented to the CEO.

F. Macauley seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Set executive salary retroactive to July 1, 2013

J. Munsch made a motion to board authorize an increase in Executive Salary retroactive to July 1, in the amount of \$10,000.

K. Myles seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

F. Macauley made a motion to adjourn the meeting.

K. Myles seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:59 PM.

Respectfully Submitted,

F. Macauley