

# James Jordan Middle School Board of Trustees

## Minutes

### Board Meeting

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#### **Date and Time**

Monday December 1, 2014 at 6:00 PM

#### **Location**

L building of JJMS campus

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#### **Trustees Present**

F. Macauley, J. LaBarbera (remote), J. Stoneburner, L. Yancsurak, M. Avila, S. Cornell, T. Rivera-Tubbs

#### **Trustees Absent**

J. Boafo

#### **Trustees who arrived after the meeting opened**

F. Macauley

#### **Guests Present**

A. Peterson, J. Green, M. Alvarado, M. Marsh, T. Stanton

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### **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 Dec 1, 2014 at 6:12 PM.

#### **C. Approve Minutes**

T. Rivera-Tubbs made a motion to approve minutes from the Board Meeting on 11-03-14 Board Meeting on 11-03-14.

J. LaBarbera seconded the motion.

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

Stoneburner - Aye Rivera-Tubbs- Aye LaBarbera- Aye Yancsurak- Aye Cornell-Aye.

## II. Governance

### A. Candidate for board membership

T. Rivera-Tubbs made a motion to to approve Maria Avila as the parent representative to the JJMS Board of Trustees.

L. Yancsurak seconded the motion.

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

Stoneburner - Aye Rivera-Tubbs- Aye LaBarbera- Aye Yancsurak- Aye Cornell-Aye.

### B. Lead Teacher report: focus on final exams

F. Macauley arrived.

Remote.

## III. Finance

### A. Fiscal Policy- FDIC

J. Stoneburner made a motion to made a motion to table until the February board meeting the motion to approve that if a JJMS account exceeds, XXXX with a forecast that it will remain above that level for XXX months, the board directs the Executive Director to open an additional account with a board member as signator in order to preserve FDIC coverage.

S. Cornell seconded the motion.

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

Stoneburner - Aye Rivera-Tubbs- Aye LaBarbera- Aye Yancsurak- Aye Cornell-Aye Avila-Aye.

### B. October Financials

T. Rivera-Tubbs made a motion to made a motion to approve the October financials-2014 First interim reporting period including income statement, check register, and balance sheet.

J. LaBarbera seconded the motion.

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

The board is aware and has been presented with the October 2014- First Interim Reporting Period July 1st -October 31st. Stoneburner - Aye Rivera-Tubbs- Aye LaBarbera- Aye Yancsurak- Aye Cornell-Aye Avila-Aye.

## IV. CEO Support And Eval

### A. Executive Director job description

J. Stoneburner made a motion to approve the job description for the JJMS Executive Director with recommended changes.

T. Rivera-Tubbs seconded the motion.

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

Notes: for future meeting-revisit the principals ability to approve invoices up to \$1000

Stoneburner - Aye Rivera-Tubbs- Aye LaBarbera- Aye Yancsurak- Aye Cornell-Aye Avila- Aye.

## **V. Closing Items**

### **A. Adjourn Meeting**

J. Stoneburner made a motion to adjourn the meeting at 7:42pm.

T. Rivera-Tubbs seconded the motion.

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

Stoneburner - Aye Rivera-Tubbs- Aye LaBarbera- Aye Yancsurak- Aye Cornell-Aye Avila- Aye.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:43 PM.

Respectfully Submitted,

M. Alvarado