

# James Jordan Middle School Board of Trustees

## Minutes

### Board Meeting

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#### Date and Time

Monday August 31, 2015 at 5:00 PM

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#### Trustees Present

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

#### Trustees Absent

J. Boafo

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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 Aug 31, 2015 at 5:21 PM.

#### C. Call for any public comment.

#### D. Approve Minutes

S. Cornell made a motion to approve minutes from the Board Meeting on 08-08-15 Board Meeting on 08-08-15.

M. Avila seconded the motion.

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

Avila aye Cornell aye LaBarbera aye Rivera-Tubbs aye Stoneburner aye Macauley aye.

### II. Financial

#### A. End of the year financial reports

J. Stoneburner made a motion to table end of the year financial reports, approval update of fiscal policy manual, and updated annual budget 2015-2016 until after closed session.

J. LaBarbera seconded the motion.

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

Avila aye Cornell aye LaBarbera aye Rivera-Tubbs aye Stoneburner aye Macauley aye.

J. Stoneburner made a motion to approve the financials including balance sheet, check register and cash flow.

F. Macauley seconded the motion.

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

Avila aye Cornell aye LaBarbera aye Rivera-Tubbs aye Stoneburner aye Macauley aye.

#### **B. Approve updated Fiscal Policy Manual**

S. Cornell made a motion to approve and adopt the update fiscal policy manual.

F. Macauley seconded the motion.

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

Avila aye Cornell aye LaBarbera aye Rivera-Tubbs aye Stoneburner aye Macauley aye.

#### **C. Updated annual Budget 2015-16**

J. Stoneburner made a motion to approve and adopt the revised budget as presented.

M. Avila seconded the motion.

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

Avila aye Cornell aye LaBarbera aye Rivera-Tubbs aye Stoneburner aye Macauley aye.

### **III. Governance**

#### **A. Closed Session: Personnel Evaluation: Executive Director**

No action was taken.

#### **B. Election of board officers: President, Secretary, Treasury**

S. Cornell made a motion to elect John Stoneburner as President, Maria Avila as secretary, and Jessica LaBarbera as treasurer.

F. Macauley seconded the motion.

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

Avila aye Cornell aye LaBarbera aye Rivera-Tubbs aye Stoneburner aye Macauley aye.

### **IV. Closing Items**

#### **A. Call for suggestions for future board agenda items**

#### **B. Adjourn Meeting**

J. Stoneburner made a motion to adjourn meeting.

A. Peterson seconded the motion.

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

Avila aye Cornell aye LaBarbera aye Rivera-Tubbs aye Stoneburner aye Macauley aye.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:57 PM.

Respectfully Submitted,

M. Alvarado