

APPROVED



## Compass Charter Schools

### Minutes

#### Personnel Committee Meeting

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##### **Date and Time**

Wednesday June 21, 2017 at 2:00 PM

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CCS Central Office: 850 Hampshire Road, Suite P, Thousand Oaks, CA 91361  
3305 Buckman Springs Road, Pine Valley, CA 91962  
3625 Thousand Oaks Blvd., Suite 245 Westlake Village, CA 91362

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/156057949>

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For questions or requests regarding accessibility, please call Miguel Aguilar at (805) 807-8199.

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##### **Committee Members Present**

J. Cummings (remote), J. Lewis, K. Granger (remote)

##### **Committee Members Absent**

*None*

##### **Guests Present**

L. Fishman (remote), M. Aguilar

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#### **I. Opening Items**

##### **A. Call the Meeting to Order**

J. Cummings called a meeting of the Personnel Committee of Compass Charter Schools to order on Wednesday Jun 21, 2017 at 2:01 PM.

**B. Record Attendance and Guests**

**II. CONSENT ITEMS**

**A. Consent Items**

K. Granger made a motion to approve the consent items.  
J. Cummings seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

**Roll Call**

K. Granger Aye  
J. Cummings Aye

**B. Approval of the April 19, 2017 Regular Meeting Minutes**

K. Granger made a motion to approve minutes from the Personnel Committee Meeting on 04-19-17 Personnel Committee Meeting on 04-19-17.  
J. Cummings seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

**Roll Call**

K. Granger Aye  
J. Cummings Aye

**III. RECONVENE FROM CLOSED SESSION**

**A. Closed Session Report**

The Board of Director's Personnel Committee was pleased to hear the positive feedback on the President & CEO from the CEO Evaluation. They are very satisfied with Mr. Lewis' performance as President & CEO and look forward to his leadership in the future.

**IV. COMMUNICATIONS**

**A. Committee Member Communication**

No member communication.

**V. REPORTS**

**A. Staff Report**

Mr. Lewis shared that Compass Charter Schools offers a 403(b) retirement plan to its staff. For those who are not credentialed, CCS offers up to a 10% match. (Those staff who are credentialed are enrolled in the California State Teachers Retirement System

and receive a match of 12.58% this year, with rates increasing year. The 2017-18 match is 14.43%; 2020-21 match is 19.1%.) 23 staff (27.7%) are currently enrolled and 12 receiving matching funds. The average match is 6.7%. The next opportunity for staff to join and/or make changes to their plan is July 1 through July 15. They are able to join and/or make changes quarterly. He also shared that we will be hosting our annual in-person All-Staff Retreat at Paradise Point in San Diego from Monday, July 31 through Friday, August 4. Training will focus on the new StrongMind system, with some opportunity for department and division training. There are several evening social activities planned as well. We have also partnered with the American Red Cross to host a Blood Drive on-site for staff, guests and the community from 7-12 pm on Friday, August 4 as our way to give back to the community. Also, at our Annual Meeting on Monday, June 26, we will present the Certificated Employee of the Year Award to Kasey Bentley, Head High School Advisor, and Classified Employee of the Year Award to David Brasch, IT Coordinator. We will also present the Employee of the Year. Staff nominated their peers throughout May, and our 2016 honorees read through the nominations and selected our 2017 honorees and honorable mentions. Mr. Lewis also mentioned briefly the website Transparency California, which provides salary information for public employees. He suggested the Personnel Committee review this topic at a future meeting to decide if we should participate prior to be asked for the public information, to continue our efforts of being fully transparent with our community.

## **VI. PUBLIC COMMENT**

### **A. Public Comment**

No public comment.

## **VII. NEW BUSINESS**

### **A. Review and Approval of the At-Will Employment Draft Agreement for the President & CEO**

Mr. Lewis shared background on the At-Will Employment Agreement, which was drafted by legal counsel to comply with Ed Code and IRS regulations. There was also mention of audit guidelines to ensure the process meets all legal standards. The Personnel Committee declined action, deferring to the full Board of Directors at their next regularly scheduled meeting on Monday, June 26.

## **VIII. Closing Items**

### **A. Upcoming Meeting**

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:44 PM.

Respectfully Submitted,  
M. Aguilar