

WESTERN SIERRA CHARTER SCHOOLS  
BOARD MEETING MINUTES  
March 28, 2019  
2:30 PM

- I. CALL TO ORDER: Darin Soukop called the meeting to order  
Date: March 28, 2019  
Time: 2:35 pm
  
- II. ROLL CALL: Present: Bruce Boe, Darin Soukop, Margaret DenHartog, Brian Fulce , Chris Jasper, Jacqueline Pucheu  
Absent: Monika Moulin, Dallace Leota  
Others: Mindy Klang, Jody Jeffers, Mike Cox, Michele Williams, Eric Hagen
  
- III. APPROVAL of the Minutes from the 1/23/19 Meeting  
Copy provided, reviewed  
Motion: Brian Fulce  
Second: Jacqueline Pucheu  
Vote: Unanimous
  
- IV. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD:  
None
  
- V. Approval of Warrants (12/7/18-1/6/19) and (1/17/19-3/20/19)  
Spreadsheet was corrected for the 12/7/18-1/6/19 warrant listings to fix the fund number description. The approval of both sets of warrants is being tabled until after the bus for the field trip to Sacramento is approved. (See item IX section d)
  
- VI. Reports and Updates
  - a) Oakhurst Principal Report  
(see attached documents for overview)
  
  - b) Fresno Principal Report  
(see attached document for overview)
  
  - c) CBO Reports
    - i) Budget Update for 2018-2019 for MHS and GHS  
(see attached) Jody Jeffers reviewed the budgets.
    - ii) Review of Second Interim Report  
(see attached overview)
    - iii) Food Service Plan for Next Year  
Jody Jeffers gave an overview (see attached)
  
  - e) WSCS Executive Director Update-Michael Cox
    - i) Resignation of Matthew Englund  
After 12 years of employment, Matthew Englund is getting married and moving away from the area.

- ii) **Positions We are Posting to Fill for 2019-2020**  
Western Sierra Charter Schools is hiring for 4 positions at the current time.  
Oakhurst site - Glacier High School Science Teacher and a WSCS Librarian/Business Services Assistant  
Fresno site- Glacier High School Math Teacher and WSCS Secretary
- iii) **What We Learned at the CCSA Conference**  
A bill was signed into law that will require more transparency in charter school operations. This law would require charter organizations with more than one school to set up a teleconference with two-way communication at each school to allow people to participate in a school board meeting. Several new bills have been introduced by Sacramento politicians that could close hundreds of charter schools throughout the state. See the attached guide entitled "Stand for All Students, Defend Great Schools Mobilization Guide" for details.  
It was suggested during this discussion that there should be on site board training on the Brown Act.
- iv) **Executive Director Evaluation**  
Darin Soukop will take the lead on this. There was a discussion on how often evaluations for the executive director should take place. It was suggested that every 2-3 years might be a good time frame unless the executive director is a new hire and then a different schedule might be better, for example, 6 months for a first evaluation and then another at 1 year.
- v) **Implementing the Healthy Youth Act Requirements Next Year**  
It is a requirement that WSCS offers this instruction to our students. (See attachment) Michael Cox offered a general overview of the program. We will offer an "opt out" letter for our parents if they do not want their child to participate.

VII. Closed session:

- a) Property Negotiation Pursuant to Gov't Code 54956.8
  - i) Property located next door to our Oakhurst building. APN 065-040 (see attached)

VIII. Reconvene to Open Session and report of any Closed Session Action

It was asked that we find out about zoning, parceling conditions and if crosswalks or other items might be required since we are a school.

IX. New Business

- a) Discussion on Priority of Necessary Facility Projects  
(see attached)
- b) Discussion on Actions Defending Charter Schools  
Mike Cox asked the board to help think of ways to educate parents and staff at our school about the upcoming legislation regarding charter schools. This has to be done without school computers or email addresses and from personal social media or email. See guidelines in the "Defend Great Schools Mobilization Guide" that is attached.

- c) C&A on Approval of Construction Contract Policy  
Motion: Brian Fulce  
Second: Margaret Den Hartog  
Vote: Unanimous
  
- d) C&A on Approval of Sacramento Field Trip Bus Cost  
We also approved the 2 sets of the warrant listings at this time from 12/7/18-1/16/19 and the one from 1/17/19-3/20/19 that included the Sacramento field trip bus cost.  
Motion: Chris Jasper  
Second: Brian Fulce  
Vote: Unanimous
  
- e) C&A on Approval of Lease Addendum for Fresno  
This lease addendum is for additional space at 723 W. Shaw in Fresno, The approximate square footage of 2528 will be billed monthly at \$3160 starting on March 1, 2019. See the addendum that is attached.  
Motion: Brian Fulce  
Second: Bruce Boe  
Vote: Unanimous
  
- f) C&A on Approval of Auditor Borchardt, Corona, Faeth and Zakarian for 2018-2019  
Motion: Bruce Boe  
Second: Chris Jasper  
Vote: Unanimous
  
- g) C&A on Approval of 2018 Tax Return Form 990  
Maricela Gonzalez called in and reviewed the 2018 Tax Return Form 990 .  
Motion: Margaret Den Hartog  
Second: Bruce Boe  
Vote: Unanimous
  
- h) C&A on Approval of WSCS Safety Plan  
This document is a work in progress. Darin suggested that emergency responders want floor plan, keys and plan for safety available to them.  
Motion: Brian Fulce  
Second: Chris Jasper  
Vote: Unanimous
  
- X. Old Business:  
None
  
- XI. NEXT MEETING: The next meeting will be held on May 23<sup>nd</sup> at 2:30 pm at the Oakhurst Site.
  
- XII. ADJOURNMENT: 6:43 pm

CERTIFICATE OF SECRETARY

I certify that I am the duly elected Secretary of the Western Sierra Charter Schools, a California nonprofit public benefits corporation; that these minutes are of the meeting of the Board of Directors held on March 28th, 2019.

---

Bruce Boe, Secretary