

# Western Sierra Charter School

## Board of Directors Meeting Minutes

Tuesday, March 7, 2023

Open Session Board Meeting – 2:00 PM

Meeting Held At: 777 West Shaw Ave. Fresno, CA 93704

**1. Call to Order**

Brian Fulce called the meeting to order at 2:02 PM.

**2. Roll Call to Establish Quorum**

Quorum established.

**Board Members Present:** Brian Fulce, Summer Thomas, Shantal Fosse, Lindsay Haussler, and Marc Gilchrist

**Absent:** none

**WSCS Staff Present:** Michael Cox, Jody Jeffers, Eric Hagen, Nancy Garcia, Mindy Klang, Marianne Lord

**Liaisons Present:** John Sloas, Grace Reeve

**Guest:** Ian Whitney

**3. \*Action: Board Meeting Agenda for March 7, 2023**

*Approved*

Motion: Lindsay Haussler      Second: Shantal Fosse      Vote: 5 yes, 0 no

**4. \*Action: Minutes from January 10, 2023**

*Approved*

Motion: Summer Thomas      Second: Lindsay Haussler      Vote: 5 yes, 0 no

**5. Introduce Ian Whitney as potential new WSCS Board member from Endeavor**

Michael Cox introduced potential board member Ian Whitney to the Board. Ian is a Fresno native. He is a Deputy Attorney General with the California Department of Justice. He is married and has two children.

**Closed Session** – Closed Session opened @ 2:06 PM

a). **Consideration of new board member**

**Open Session** – Close session concluded @ 2:16 PM

**6. Report from Closed Session**

Brian Fulce reported from Closed Session that the members have unanimously agreed to approve Ian Whitney as a new board member commencing with the May 16, 2023 Board Meeting.

**7. \*Action: Regarding New WSCS Board Member**

*Approved*

Motion: Lindsay Haussler      Second: Shantal Fosse      Votes: 5 yes, 0 no

**8. Hearing of Persons Wishing to Address the Board**

*None*

**9. Written Communications (if any)**

*None*

**10. \*Action: Warrant Reports for 1/5/23 – 3/2/23**

Jody gave an overview and was available to answer questions.

*Approved*

Motion: Summer Thomas      Second: Shantal Fosse      Votes: 4 yes, 1 abstain

**11. Report on WSCS 2021-2022 Non-Profit Corp. Tax Filing Form 990**

*Gustavo Corona of Borchardt, Corona, Faeth and Zakarian*

Presentation and review of Tax Filing Form 990 and Audit Report by Gustavo Corona.

**12. \*Action: Acceptance of the WSCS 2021-2022 Non-Profit Corp. Tax Filing form 990**

*Approved*

Motion: Summer Thomas      Second: Marc Gilchrist      Votes: 5 yes, 0 no

**13. Proposed WSCS Credit Card Policy**

Michael Cox presented a proposed WSCS Credit Card Policy. He explained that some vendors cannot accept purchase orders. This card can be used for travel expenses and online services also. Jody Jeffers found a credit card company that issues to non-profits. This will not change normal purchasing, but will lessen the number of reimbursements to staff. This credit card will have limited application and will not be used without Michael Cox's approval. Balance will be paid in full every month. No action for this meeting; will be an action item at the next Board Meeting on May 16, 2023.

**14. 2<sup>nd</sup> Interim Overview and Budget Update – Jody Jeffers**

See printed budget worksheets. Jody Jeffers gave an overview and was available to answer questions.

**15. \*Action: List of Obsolete Equipment**

*Approved*

Motion: Lindsay Haussler      Second: Shantal Fosse      Votes: 5 yes, 0 no

**16. \*Action: Audit Engagement Letter with Borchardt, Corona, Faeth & Zakarian for Fiscal Year 2022-23**

*Approved*

Motion: Summer Thomas      Second: Marc Gilchrist      Votes: 5 yes, 0 no

## **17. Reports**

### **a). Executive Directors Report – Michael Cox**

#### **1). Thoughts Regarding WSCS Staff Salary for 2023/2024**

Michael Cox recommends that the Board looks at a cost-of-living adjustment (COLA) for next year relative to what the state determines. Michael Cox and Jody Jeffers will bring proposed pay scales to May 16, 2023 Board Meeting.

#### **2). Safety Assessments**

A third-party company, Knowledge Saves Lives, did safety assessments at each campus and will facilitate De-escalation Training for all staff on March 17, 2023. Michael Cox is awaiting final report on company findings.

#### **3). Form 700 Signing**

Michael Cox requested that Board Members complete the Form 700 form as required.

### **b). Endeavor Staff Report – Grace Reeve**

Grace Reeve reported on Endeavor Charter's activities.  
See Power Point printout.

### **c). Mountain Home School/ Glacier High Staff Report – John Sloas**

John Sloas reported on Mountain Home School and Glacier High activities.  
See Power Point printout.

### **d). Endeavor Principal's Report – Nancy Garcia**

Nancy Garcia reported on Endeavor Charter activities. See Power Point printout.

### **e). Mountain Home School/Glacier High Principal's Report – Mindy Klang**

Mindy Klang reported on Mountain Home School and Glacier High activities.  
See Power Point printout.


## **18. Next Scheduled Board Meeting Tuesday, May 16, 2023 at 2:00 PM.**

*Confirmed*

## **19. \*Adjournment @ 4:30 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 Board of Directors held on March 7, 2023.



Diane Neulinger

Minutes prepared and submitted by: Marianne Lord