

Sol Aureus College Preparatory
BOARD OF DIRECTORS
REGULAR MEETING MINUTES

January 18, 2017
8:13 a.m. to 9:19a.m.

6620 Gloria Drive
Sacramento, CA

PRESENT: Pam Saltenberger, David Mack, Robert Ferriman, Deborah Lott, Nancy Lawrence, Lisa Limcaco, Deepak Aswani

ABSENT: Virginia Hargrave, and Jeffery Javinar, Sarah Ellis, Justin De La Cruz,

PUBLIC ATTENDANCE:

DIRECTORS: Norman G. Hernandez and Judy Yang

Pam Saltenberger called the meeting to order at 8:13 a.m.

I. ACTION ITEMS:

Deepak Aswani moved to accept the November 30th 2016 Board Minutes.

David Mack seconded the motion

Board Minutes were approved by David Mack, Robert Ferriman, Deborah Lott, Nancy Lawrence, Lisa Limcaco and Deepak Aswani

Pam Saltenberger abstained

II. PUBLIC COMMENT:

Nothing to report

III. DIRECTOR'S REPORT:

Judy Yang gave an update on student enrollment, there are currently 325 students. She stated a first-grade teacher was on maternity leave since August, she returned after winter break and a third-grade teacher will be on maternity leave on February. Judy Yang hired two long-term substitutes to help with both classes, one came on board on August and the second one in January. She stated by having two substitutes available, it will make the

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transition for students and teachers much easier. Norman Hernandez stated enrollment for the 2017 – 2018 school year is now open and will close the last week of April. He also announced he will be advertising S.A.C. Prep on a local newspaper as a strategy to increase the number of applicants for the upcoming renewal. He wants to make sure there are enough students on the waiting list for 2018 – 2019 school year. He said attendance is improving due to implementing the attendance policy, students are only allowed to have six unexcused absences, failure to comply with the attendance policy will get the student dis-enrolled. The communication with parents has improved as well, School Messenger is being used to contact parents via text, phone call, and email.

IV. BOARD COMMITTEES

Finance

Justin Williams with Mann, Urrutia, CPAs & Associates presented the Summary of Audit Results for the 2015 – 2016 Fiscal Year. He explained there are two phases of audit, first is the Interim Phase where auditors check segregation of duties, human resources procedures, payroll processes and proper approvals. Second is the Year-End Phase where balances are checked, they make sure accounting procedures are being followed, State Compliance is wrapped up and finally auditors put together the financial statements. He stated the final audit results have no significant deficiencies or material weaknesses; therefore S.A.C. Prep has an unmodified opinion. Each Board Member was handed out a copy of the final audit report.

Justin Williams stated there is one compliance exception under Educator effectiveness, there is no specific plan in place on how the money from Prop 39 will be spent, this finding is not significant, however, the money must be spent prior to June 2018. He said there were no issues overall, the audit went very smooth, there are no current year audit adjustments. There was one adjustment on the 2014 – 2015 audit and management made sure the implementation was completed.

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ACTION ITEM:

Robert Ferriman moved to approve the Summary of Audit Results as presented for the fiscal year ending June 30, 2016

Deepak Aswani seconded the motion

The Summary Audit Results for the fiscal year ending June 30, 2016 was unanimously approved

Board Development

Nothing to report

Parent Committee

David Mack stated this year's Crab Feed has been cancelled, management at the Elks Lodge let go their chef. Norman Hernandez said he would have to hire a chef, however the Elks Lodge management would have to approve it first, and by now most chefs have been booked for other events. Due to logistics and not much time left to organize it at a different venue, Norman Hernandez and David Mack decided to cancel the event.

Fund Development

Nothing to report

Personnel

Pam Saltenberger stated S.A.C. Prep teachers work more hours compared to district teachers. She said it has been suggested to pay teachers an additional stipend for tutoring hours. S.A.C. Prep teachers are required to be more involved in school activities and professional development. Their medical benefits are better than district employees, however, they only get a 3% match on their 403b contributions. She has been informed teachers are constantly

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looking at other options available outside of S.A.C. Prep, therefore she wants to make sure teacher retention is increased by giving them a salary rise.

Norman Hernandez recommended reducing teachers' work days to 200 days per school year. The new salary schedule is 4% higher than neighbor districts, he collected all the teachers' transcripts to see how many units they have completed, based on the additional units taken, each teacher will receive the corresponding pay based on the new salary schedule. He said the district's standard schedule is between six to seven hours per day, which compared to S.A.C. Prep, teachers have eight-hour days plus tutoring hours twice per week, which is the reason they are starting to question their compensation and something must be done to encourage teachers to stay.

Norman Hernandez explained the ADA breakdown per student, he also said there is a deficit in state funds, as of right now payments are still on schedule but there is no guarantee this might change in a near future. He also stated he is working on applying for a new facility grant through the district, the district must apply on behalf of S.A.C. Prep, this grant will be used to make improvements on the playground. He is hoping this grant will be used as leverage to get a long-term facility agreement.

Norman Hernandez proceeded to explain the new salary schedule and he went over the projected growth in staff and medical benefits. Pam Saltenberger stated next year will be the year to adjust the staff medical benefits based on the Obama Care changes.

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ACTION ITEM:

Deborah Lott moved to approve the New Salary Recommendation Schedule, including a 5% of base salary contribution to 403b to be effective 07/01/2017.

Robert Ferriman seconded the motion

The New Salary Recommendation Schedule, including a 5% of base salary contribution to 403b was unanimously approved and will take effect 07/01/2017.

Other Business

Pam Saltenberger will be out of town from January 25th thru February 21st, David Mack will direct the February 22nd Board Meeting.

Meeting Adjourned at 9:19 a.m.

Nancy Lawrence, Secretary