



Board of Directors

Susan Williams Shandra Warddrip Christie Rieder Tiffany Violich

Meeting Agenda

4:30 PM, Monday, December 1, 2014
1812 W. Kettleman Lane, Suite 1, Lodi, CA 95242

- I. Call to Order and Roll Call
Present: _____ Absent: _____
- II. Adoption of Agenda
- III. Hearing of Parties Desiring to Address the Board and/or Present Petition
- IV. Unfinished Business – None
- V. Adoption of Minutes
 - 1. October 27, 2014 – Regular Meeting
Motion: _____ Second: _____ Vote: _____
- VI. Reports and Presentations to the Board
 - 1. Presentations
 - Recognition of Appreciation to Board – Students from CP Art 1
 - Recognition of Student – Ruby Mendoza
 - 2. Reports
 - Report 1: Update on Facilities and General Progress
- VII. Action Items
 - 1. First Interim Budget Report
Motion: _____ Second: _____ Vote: _____
 - 2. Resolution: Retirement Program for Certificated Staff
Motion: _____ Second: _____ Vote: _____
 - 3. Resolution: Redeposit of Payroll for Retirement Program
Motion: _____ Second: _____ Vote: _____
- VIII. Next Meeting:
 - Monday, January 26 at 4:30
 - Resource Room at 14301 Byron Highway, Byron, California 94514
 - Items for Next Meeting:
 - Discussion of Goals for the Year – Part 2
- IX. Adjournment



Board of Directors

Susan Williams Shanda Warddrip Christie Rieder Tiffany Violich

Meeting Minutes

4:30 PM, Monday, October 27, 2014
14301 Byron Highway, Byron, California 94514
Vista Oaks Resource Room

- I. Call to Order and Roll Call: **Rieder called meeting to order at 5:20pm**
Present: **Rieder, Violich, Williams** Absent: **Warddrip**
- II. Adoption of Agenda: **Motioned by Violich, Seconded by Rieder**
- III. Hearing of Parties Desiring to Address the Board and/or Present Petition: **None at this time.**
- IV. Unfinished Business – None
- V. Adoption of Minutes
 1. September 22, 2014 – Regular Meeting
Motion: **Violich** Second: **Rieder** Vote: **Ayes: Rieder, Violich, Williams;**
No: None
- VI. Reports and Presentations to the Board
 1. Presentations
 - Recognition of Student Makayla Sorondo-Guiton by Al Seyford.
 - Vista Oaks Leadership Team – Errin Abasolo and Isaac Whittington
Each talked about the leadership team and goals they are setting for the year. Talked about upcoming prom in the Spring.
 2. Reports
 - Report 1: Update on Facilities, Financials, and General Progress –**Joy Groen talked about progress of building, how things are running at each facility and enrichment classes.**
 3. Discussions
 - Reflection on Our Goals for the Year-**Discussed goals we have achieved and goals still in progress**

VII. Action Items

1. Single School District LEA Plan
Motion: **Violich** Second: **Williams** Vote: **Ayes: Rieder, Violich, Williams;**
No: None
2. Allergy-Friendly Food Policy
Motion: **Violich** Second: **Rieder** Vote: **Ayes: Rieder, Violich, Williams;**
No: None

VIII. Next Meeting:

- Monday, December 1, 2014 at 4:30
1812 W. Kettleman Lane, Suite 1, Lodi, CA 95242
- Items for Next Meeting:
Discussion of Goals for the Year – Part 2
Budget Update – First Interim Report

IX. Adjournment: **Meeting adjourned by Rieder at 6:20pm**

Secretary

Executive Director

Date Approved: _____

UPDATE ON GENERAL PROGRESS OF THE SCHOOL

REPORT ITEM #1

OVERVIEW:

The Board of Directors will be given an update on the following items:

- Enrollment
- Progress of onsite programs

FIRST INTERIM BUDGET REPORT

ACTION ITEM #1

OVERVIEW:

The Board will be presented with the current budget report. Mr. Peter Laub, Executive Vice President for EdTec, will review the school's updated budget and first interim report. Charter schools are required to submit a number of financial reports to their sponsoring district throughout each year, including the First Interim Budget Report every December.

RECOMMENDATION:

The Vista Oaks staff recommends approval of the First Interim Budget.

RETIRMENT FOR CERTIFICATED EMPLOYEES POLICY
ACTION ITEM #2

OVERVIEW:

Attached is the proposed resolution needed in order for Vista Oaks to proceed with our retirement plan for teachers (certificated employees) through the California State Teachers' Retirement System.

RECOMMENDATION:

The Vista Oaks Administrative Team recommends approval of this board resolution.

Resolution Number 1.14

California State Teachers' Retirement System RESOLUTION

WHEREAS, the Vista Oaks Board of Directors has the authority to implement the provisions of section 414(h)(2) of the Internal Revenue Code (IRC); and

WHEREAS, the Teachers' Retirement Board of the State Teachers' Retirement System adopted its resolution re section 414(h)(2) IRC on May 17, 1985; and

WHEREAS, the Internal Revenue Service has stated in August 27, 1985, that the implementation of the provisions of section 414(h)(2) IRC pursuant to the Resolution of the Resolution of the Teachers' Retirement Board would satisfy the legal requirements of section 414(h)(2) IRC; and

WHEREAS, the Vista Oaks Board of Directors has determined that even though the implementation of the provisions of section 414(h)(2) IRC is not required by law, the tax benefit offered by section 414(h)(2) IRC should be provided to its employees who are members of the State Teachers' Retirement System:

NOW, THEREFORE, BE IT RESOLVED:

- I. That the Vista Oaks Board of Directors will implement the provisions of section 414(h)(2) Internal Revenue Code by making employee contributions to the State Teachers' Retirement System on behalf of its employees who are members of the State Teachers' Retirement System. "Employee contributions" shall mean those contributions to the State Teachers' Retirement System which are deducted from the salary of employees and are credited to individual employee accounts.
- II. That the contributions made by the Vista Oaks Charter School to the State Teachers' Retirement System, although designated as employee contributions, are being paid by the Vista Oaks Charter School in lieu of contributions by the employees who are members of the State Teachers' Retirement System.
- III. That employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the Vista Oaks Charter School to the State Teachers' Retirement System.
- IV. That the Vista Oaks Charter School shall pay to the State Teachers' Retirement System the contributions designated as employee contributions from the same source of funds as used in paying salary.
- V. That the amount of the contributions designated as employee contributions and paid by the Vista Oaks Charter School to the State Teachers' Retirement System on behalf of an employee shall be the entire contribution required of the employee by the Teachers' Retirement Law (California Government Code sections 22000, et seq.).
- VI. That the contributions designated as employee contributions made by the Vista Oaks Charter School to the State Teachers' Retirement System shall be treated for

all purposes, other than taxation, in the same way that member contributions are treated by the State Teachers' Retirement System.

VII. That the Vista Oaks Charter School shall make no contributions designated as employee contributions until the State Teachers' Retirement System has developed and implemented procedures for administering the provisions of section 414(h)2 Internal Revenue Code and until the State Teachers' Retirement System has officially notified the Vista Oaks Charter School that it will accept contributions pursuant to section 414(h)2 Internal Revenue Code.

VIII. That this resolution shall be effective as of December 2, 2014.

PASSED AND ADOPTED this _____ day of _____, 2014, by the Vista Oaks Charter School's Board of Directors of Contra Costa County, California, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)

SS)

COUNTY OF)

I, _____, Clerk/Secretary of the _____ of _____ County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at its regular place of meeting at the time and by the vote above stated, which resolution is on file in the office of the said Board.

Clerk/Secretary of the Board

RESOLUTION: REDEPOSIT PAYROLL RESOLUTION (RETIREMENT)
ACTION ITEM #3

OVERVIEW:

Attached is the resolution that needs approval in order for Vista Oaks to proceed with our retirement plan for teachers (certificated employees) through the California State Teachers' Retirement System.

RECOMMENDATION:

The Vista Oaks Administrative Team recommends approval of this board resolution.

Resolution Number 1.15

**State Teachers' Retirement System
REDEPOSIT PAYROLL RESOLUTION**

WHEREAS, Internal Revenue Code (IRC) Section 414(h)(2) permits employer "pickup" of the employee portion of contributions to a retirement plan, thereby resulting in tax deferral of employee contributions; and

WHEREAS, under the (California) State Teachers' Retirement System (STRS) plan conditions, members may be allowed to redeposit contributions previously withdrawn plus interest and/or purchase permissive service credit;

NOW, THEREFORE, BE IT RESOLVED, that in order to permit tax deferral for these additional amounts, an employee shall enter into a binding irrevocable payroll deduction authorization and such employee shall not have the option of choosing to receive the amounts directly instead of having them paid by the employer to STRS;

BE IT FURTHER RESOLVED, that additional amounts herein specified, through payroll deduction from salary, are designated as being picked up by the employer and paid by the employer in accordance with STRS retirement plan requirements;

BE IT FURTHER RESOLVED, that this resolution shall be effective as of _____.

PASSED AND ADOPTED this _____ day of _____, 20____, by the _____ of _____ County, California, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)

SS)

COUNTY OF _____)

I, _____, Clerk/Secretary of the _____ of _____ County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at its regular place of meeting at the time and by the vote above stated, which resolution is on file in the office of the said Board.

Clerk/Secretary of the Board