



# Bridges Charter School

## Board Meeting

### Date and Time

Monday April 8, 2019 at 6:15 PM PDT

### Location

Bridges Charter School - 1335 Calle Bouganvilla, Thousand Oaks, CA 91360 - Rm 14

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:15 PM</b>
<b>A.</b> Call the Meeting to Order		Mike Louderback	
<b>B.</b> Record Attendance and Guests		Mike Louderback	1 m
<p>Michael Louderback, President            Erin Morrissey, Vice President            Michael Flaherty, Parliamentarian            Richard Urias, Treasurer            Ozge Heerma Gunday, Secretary            Marcy Crawford, member</p> <p>Kelly Simon, Director            Cindy McCarthy, Assistant Director            Kathee Hans, Recording Secretary</p>			
<b>C.</b> Approval of Agenda	Vote	Mike Louderback	
<b>D.</b> Approval of Minutes	Approve Minutes	Mike Louderback	1 m
<p>Approve minutes for Board Meeting on March 26, 2019</p>			
<b>II. Presentations</b>			<b>6:17 PM</b>
<b>A.</b> PAC Report	FYI		3 m
<b>III. Public Comments</b>			<b>6:20 PM</b>
<b>A.</b> Public Comments	FYI		5 m
<p><i>Persons wishing to address the Board may do so at this time upon recognition from the President. Please state your name, community or organization you represent, and the topic you wish to share with the Board. You will be given 3 minutes to make your</i></p>			

*presentation. Pursuant to the Brown Act, the Board cannot enter into formal discussion with individuals making public comments to the Board. The Board cannot take action on any issues raised during public comments that are not on the meeting agenda. Individual members may respond to public comments during the individual Board Members section.*

**IV. Reports**

**6:25 PM**

<b>A. Governing Board</b>	FYI	Mike Louderback	15 m
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Board Members Committee Reports

- Mike Louderback - President
  - Charter Renewal Committee

Budget Richard Urias

- Culture and Climate - Erin Morrisey
- Educational Excellence -
- Facilities - Michael Flaherty
- Governance - Marcy Crawford
- Safety -Ozge Heerma

<b>B. Director and Assistant Director</b>	FYI		15 m
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AGENDA ITEM SUMMARY

- Kelly Simon
  - P2 Enrollment and Attendance Report
  - Coffee Chat with Parents
  - Hiring for 2019/2020
  -
- Cindy McCarthy
  - Overnight field trips
  -

**V. Consent Items**

**6:55 PM**

<b>A. Consent Items</b>	Vote	Mike Louderback	5 m
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Consent Items: Items proposed for the consent calendar are noted on the posted agenda and are considered by the Director to be of a routine nature. Any item may be removed from the consent calendar at the request of any Board member and placed under the appropriate action category. A vote will be taken for the consent calendar so that any items requiring a vote can be properly addressed. It is recommended that all consent items be approved.

- 6.1 Personnel Report
- 6.2 Stipends Report
- 6.3 Financial Reports
  - 6.3.1 Approval of Checks
  - 6.3.2 Approval of Financial Statements
  - 6.3.3 Approval of Purchase Orders
  - 6.3.4 Approval of Credit Card Purchases
- 6.4 Certification of Lost Receipt

**VI. Business and Operations**

## VII. Parents and Community

### VIII. Special Projects/Programs

7:00 PM

- |   |      |                |         |
|---|------|----------------|---------|
| <b>A. Approval of Robotics Summer Camp for Students</b> | Vote | Kelly<br>Simon | 10<br>m |
|---|------|----------------|---------|

The board is asked to consider the approval of a Summer Camp for students to be held in the first three weeks of June. The Program will be offered from 9-1 daily with different weekly themes (Battlebots, Animal Robots, Inventions). This camp is not considered an extension of Bridges' curriculum, but an extracurricular activity for interested students. The camp will operate at cost without generating a profit and will accommodate 15 students per week. Priority enrollment will be given to Bridges students. If the spots are not filled by Bridges students, we will open up the camp to other students interested in enrolling. Two full scholarships will be available for Bridges students demonstrating financial need and who have a recommendation from their teacher.

Bridges administration has consulted with our auditor, our attorney, and our insurance company to assess risk and to determine legal compliance.

### IX. Personnel

7:10 PM

- |   |      |                |        |
|---|------|----------------|--------|
| <b>A. Consideration of Food Service Salary Schedule, 2018-19~</b> | Vote | Kelly<br>Simon | 5<br>m |
|---|------|----------------|--------|

The attached are salary schedules for food service employees that will be necessary to operate the NSLP. The salary scales were designed by Rudy Calasin who closely analyzed anticipated projections for annual meal sales as well as anticipated hourly need for food service employees with the intention of operating the program at break even point.

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|---|------|----------------|---------|
| <b>B. Food Service Job Descriptions</b> | Vote | Kelly<br>Simon | 15<br>m |
|---|------|----------------|---------|

We are presenting two new job descriptions for a Food Service Supervisor and a Food Service Assistant. The Food Service Supervisor position will coordinate and oversee the NSLP program in coordination with our Administrative Manager. The Food Service Assistant will primarily be responsible for assisting the Food Service Supervisor by serving food to students and keeping accurate records.

The board's approval of these positions is recommended.

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| <b>C. Robotics Summer Camp Stipend</b> | Vote | Kelly<br>Simon | 5<br>m |
|--|------|----------------|--------|

The board is being asked to create a stipend for Erin Hirsch as instructor of our summer Robotics camp. The stipend will be paid at her daily rate for up to 15 days, NTE \$6,100.00. The camp will operate only if we have enrollment of 12+ students per week.

Approval is recommended.

## X. Curriculum and Instruction

### XI. Special Education

7:35 PM

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|--|---------|----------------|---------|
| <b>A. Special Education Programs for 2019-2020</b> | Discuss | Kelly<br>Simon | 10<br>m |
|--|---------|----------------|---------|

Dr. Simon will present and receive board feedback on a preliminary proposal for the organization of our Special Education Programs for SY 2019-2020.

### XII. Pupil Personnel

### **XIII. Support Services**

### **XIV. Facilities**

### **XV. Charter Policies**

**7:45 PM**

<b>A.</b> Replacement BP 5144 Suspension/ Expulsion and Procedure (Replaces 5144, 5144.10 & 5144.20)	Vote	Cindy McCarthy	15 m
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This suspension and expulsion policy has been established to promote learning and protect the safety and well being of all students at Bridges Charter School. In creating this policy, we have reviewed California Education Code and the language that follows closely mirrors the language of Education Code Section 48900. This policy aligns with new state recommendations to move away from suspensions and expulsions for minor offences, allowing administrators to use more discretion. It also combines and replaces our previous board policies, which allowed less flexibility; BP 5144 Suspensions, BP 5144.10 Mandatory Suspensions and BP 5144.20 Expulsion.

I recommend approval of this policy.

### **XVI. Governing Board**

### **XVII. Pending Agenda Items**

### **XVIII. Closing Items**

**8:00 PM**

<b>A.</b> Adjourn Meeting	Vote
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