

*El Camino Real Charter High School Board*  
5440 Valley Circle Blvd. Woodland Hills, CA 91367 (818)595-7500

**BOARD MEETING MINUTES**

**PRINCIPAL'S CONFERENCE ROOM**

**Wednesday, December 18, 2013**

**4:00 pm**

**CALL TO ORDER:** The meeting was called to order by Shukla Sarkar at 4:28.

**ROLL CALL:** Board members present: Shukla Sarkar, Jeff Falgien, Obie Slamon, Pat Valentine, Jackie Keene, Larry Rubin and Peter Vastenhold. Also present were Dave Fehte, Marshall Mayotte, Terri Keas, and two auditors from Fedderson & Co.

**FINANCIAL REPORT** (out of order):

Curt Fedderson presented the 2012-13 financial audit done by Fedderson & Co. Mr. Fedderson reported that our ADA was thoroughly audited and our ADA increased by 237 students, increasing the school's assets. Total net assets are \$6.7M, which is excellent. This is an increase in net assets of \$3.4M over the previous year which is a good healthy profit. He reported a clean opinion on ECR's internal controls. We are clean on the single audit on federal and state funds. There were no problems or questions, no prior year findings so no response was necessary. We have healthy margins and a very clear audit.

**Interruption to the Financial Report:**

Fernando Delgado and Dave Fehte presented IPADS to the Board Members. The IPADS are owned by ECRCHS and will be signed out to each Board Member, to be returned to ECRCHS when Board Members' terms end. Fernando will conduct a training session tomorrow at 11:30am. The IPADS will enable the Board members to electronically access documents and records at the meetings, eliminating paper copies.

**Approval of the 5540 Manton Lease:**

Resuming the Financial Report, Marshall stated that discussion of the Manton lease is postponed until after the attorneys have reviewed it.

**Approval of the 1<sup>st</sup> Interim Financials:**

The first interim financials were prepared by ExED.

**MOTION:** (Moved: J. Falgien/Seconded: J. Keene) to approve the first Interim Financials.

**APPROVED:** unanimous

**Approval of the Bonus structure and distribution:**

Treasurer Jeff Falgien presented the Bonus Structure and distribution of mid-year bonuses.

He pointed out that the Board wanted teacher and student attendance to improve. Better teacher attendance creates continuity and a better learning environment. The results are a change of behavior in students and making students a better product and a financial savings. This year's bonus is quantitative with specifics. No specifics were discussed in August in regards to the bonus.

L. Rubin stated that the discussion last year was to have set criteria approved by the board before bonuses are paid. He wants to set a collective quantitative benchmark for bonuses going forward.

**MOTION:** (Moved, J. Keene/Seconded: O. Slamon) to approve the Bonus Structure and distribution of mid-year bonuses.

**VOTE:** L. Rubin opposed. Remaining members voted in favor. **MOTION PASSED**

Approval of the October check register:

J. Falgien reviewed the October check register.

**MOTION:** (Moved: O. Slamon/Seconded: L. Rubin) to approve the October 2013 check register.

**APPROVED:** unanimous

Approval of the Certificated Salary Scale:

The new salary table has a salary scale for new teachers and a second salary scale which includes the 6% legacy. This simplifies the table - the legacy is noted on the bottom of the page so ECRCHS now has one salary table.

**MOTION:** (Moved: J. Falgien/Seconded: O. Slamon) to approve the certificated salary scale.

**APPROVED:** unanimous

Approval of the Executive Director contract: Needs to be a closed door session. Some changes need to be made to the wording only – no dollar amounts.

CBO Update:

We are submitting the RFD on Monday. There are minor changes the first semester. Susan is working on the census – to calculate lifetime benefits. Second semester project: Prop. 30 for solar panels.

We are working on finishing the administrators' contracts.

We're doing a good job of controlling costs, depending less on consultants. We can't control employee benefits costs and we need to decide how to address insurance costs going forward. We're trying to save classified costs by using technology instead of hiring when classified employee retire.

This is a non-action item.

**OLD BUSINESS:**

**MOTION:** (Moved: O. Slamon/Seconded: P. Valentine) to approve the response letter to Dr. Stewart and send via certified mail.

**APPROVED:** unanimous

Shukla Sarkar left the meeting due to a prior commitment at 6:06. Jeff Falgien took over as Chair.

**COMMITTEE REPORTS:**

Larry Rubin reported that he attended the Instructional & Budget Committee meeting. Wendy Treuhaft and Lisa Ring did a great job. The committee is made up of Department Chairs. Handouts were provided to the Board Members.

**PUBLIC SPEAKERS:** none

**NEW BUSINESS:** none

**PRINCIPAL'S REPORT:**

Tomorrow is the last day of school before Winter Break. The 20-week report cards will be mailed home tomorrow.

**APPROVAL OF MINUTES:**

**MOTION:** (Moved: O. Slamon/Seconded: P. Valentine) to approve the Minutes of the November meeting.

**APPROVED:** unanimous

The meeting was adjourned by Larry Rubin at 6:10pm.

Respectfully submitted by Terri Keas.