

Museum School Governance Council / Site Council Meeting Minutes
Friday, April 1 2011 4:30pm

1. Role Call: Kerry Kawamura, Sharon Payne, Nick Watson, Gingerlily Lowe-Brisby, Perry Vasquez
Phil Beaumont, Amy Huff Shah, Eileen Logue
2. Approval of minutes – Discussion and Possible Action
3. Director's Report
 - a. Enrollment:
Lost 2 students in February. Have taken students and will take some more in after the break.
 - b. Superintendent's visit
Bill Kowba came to visit. Visit went well. It was during departments so he got to see a lot of things, however Phil was not able to open the discussion about Class Size Reduction funds. He will follow up with a discussion in April.
 - c. SDUSD Charter School Office Site Visit Scheduled for May 3, 2011
District will be coming to visit. We expect that they will discuss the fiscal viability as a school staying as a small size. The board went on to discuss this issue which has been part of the ongoing discussion for the board for the past few years and has a result we continue to evolve and grow the program. Unfortunately, the changes in state funding continue to plague us. Kerry Kawamura and Nick Watson have agreed to be the GC representatives to meet with the visiting team.
 - d. Friends of the Museum School Update
 - i. Gala
Raised \$42,000.00 This is the most successful single event to date.
 - ii. Grants
We put in for two grants: \$5K from COX, CTK Poem grant for \$10,000.
 - e. Budget Report
We were hoping that the governor would be able to get the tax extensions on the next ballot, but the news has not been good. It looks like we may even incur a \$349.00/per child more cut in the budget.
Eileen cautioned the board that our program is not something that we can afford. We have more adults per student than any other

school in the district.

Budget recommendation would add students and bring enrollment to 180 - 185 students. This would mean a possible increase in the lower grades to 26 students. The high ratio of adults to students we have allows us to continue within our program to have departments, rotations and enrichment classes. It also allows us to have instructional aide support in the classrooms throughout the day. So adding the students and having bigger groups can help to save these other positions.

A consideration the GC has been discussing over the past few months is a possible conversion to a 501c3 status versus remaining as an arm-of-the district. Eileen Logue's budget proposal shows that if we go 501c3 we can save 26,000.00 in back office costs according to Charter School Management Proposal. Liability & Workman's Compensation insurance from a vendor other than the district would cost approximately \$22,000 per year. This is essentially the same cost as working with the district.

Special Ed encroachment is also very high. Currently at \$850 per enrolled student, this figure may raise to \$900 for the coming school year. Going with an outside SELPA could save us money, but may present more liability depending on the needs of our population. It is a consideration to make a possible change in the future to the El Dorado SELPA. This change could not be made for the coming year as a year's advance notice is required.

Getting 26 kids will also be a challenge in the upper grades.

Another scenario for next year adds 25 7th graders so enrollment would reach 200. There is a strong push from parents to have this possibility for their students, though space and programming solutions are not in place at this particular point to guarantee this for the coming school year.

Discussion was held over adding students from the bottom to address the natural attrition versus adding a new program which addresses the needs of middle school. Resource drain, integrity of the current program.

Phil suggested that we table this discussion. He will put together a variety of scenarios of possible solutions to aide in discussion and future decisions.

- f. Spring Break Plans
 - i. Volunteer Clean up
 - ii. Charter Amendment

- iii. Teacher contracts
Will have teacher contracts in May when we come back.
- iv. Preparation for Site Visit

4. Student Free Speech Policy - Discussion and possible action

Action:

Kerry Kawamura moved to approve the policy with minor changes

Perry Vasquez 2nd

Motion is carried

5. Sexual Harassment Prevention Policy – Discussion and possible action
See attached amendments

Action:

Sharon Payne motions to approve the policy with minor changes made in meeting

Nicks Watson 2nd

motion is carried

6. Sexual Abuse/Molestation Prevention Policy – Discussion and possible action

See amendments (See attached.) Discussion to consider some of the needs of our special needs students and other students, which may require special handling, and some revisions consider some of the activities we do.

Action:

Kerry Kawamura moves to approve the policy pending a revision subject to III Conduct with Students subsection b Physical Contact.

Sharon Payne 2nd

Motion carries

7. Director's Evaluation - Discussion and possible action

The board will schedule another day to meet and do the evaluation as a group exercise.

8. Emergency Plan – Discussion and possible action

See attached amendment

Kerry Kawamura moves to approve

Nick Watson 2^{nds}

Motion carries

9. Proposed conversion to 501c3 - Discussion and possible action

- a. IMC Access – Cost remains the same and access remains the same for teacher and student materials
- b. Insurance Costs –
 - i. CCSA – We were given a ballpark proposal of \$22,000.
 - ii. San Diego County JPA
County insurance is very good, but must be 501c3 for a full year
- c. Access to District Counsel
Will not have access, though do not have access currently anyway.
- d. District Timeline for conversion
Convert fiscal year, July 1 - Material amendment in submitted for Board Meeting in May, (or June) effective July 1, along with Articles of Incorporation stamped, By laws of the Corporation, Non-profit IRS status can just be a letter of application as final approval takes up to 9 months , HR process & Clearance procedures in place.
- e. Employment status for District teachers
At this point the district is not loaning teachers.
Gingerlily has submitted her letter with intent to return to the district and is also requesting an on-loan status. Phil will surrender his district status.
- f. Availability of Line of Credit
A line of credit would be difficult to acquire without any collateral. Cash flow is a concern due primarily to state deferrals and fundraising schedule. Charter School Capital is an organization that will purchase known receivables at a percentage of the total in order to provide an advance on delayed apportionments. Eileen also suggested that we ask the district to see if they can bill us on a quarterly basis for Special Education Encroachment, as well as determine the possibility of paying our rent on a quarterly basis in order to secure enough cash flow for payroll. The rationale is that the State apportionment is delayed, so we may also have to delay our payments.
- g. Health Benefits Proposals
Difficult to compare apples to oranges. See Scenario 1.
We pay 113,000 with the district.
CCSA If people stay with Pacific Care would cost us 20,753.87 more. Six of the teachers are with Kaiser 3 of staff with Pacific Care.
Most of the other programs will not work with Kaiser unless ½ the staff enrolls with them. The outside of district Kaiser option presented by Discovery Benefits' broker, Mike Lutosky requires a higher copay, less richer benefit for the employee. More out of pocket possibilities per year. Surgeries increase from no charge to \$200.00 per day, for example. The school could set up a Health Savings Account (HAS) that could help cover any catastrophic fees

for employees, for example, up to an equivalent portion of prior out of pocket costs.

The school could provide a benefit package as good as the district at a wash (no savings). Or offer a package perhaps not as rich as the district and have a savings of approximately \$6K-\$9K.

- h. Kerry consulted with someone else and was advised that there is really no benefit or time savings to convert the existing FOMS to include the school. It would be better to create a new one

Action:

Nick Watson motions that the school becomes a 501c3, and use the CSMC for our back office work.

Kerry Kawamura seconds

4 approve 1 abstention

Nick Watson will help with the articles of incorporations

Sharon will follow up with line of credit

10. Review of draft of updated teacher contracts - Discussion and possible action - TABLED

11. Motion to accept Wilkinson, Hadley, and King as our independent auditor.

Action:

Sharon Payne motions to approve

Kerry Kawamura 2nds

Motion carries.

12. Adjourn

Board meet April 29th afternoon to discuss vision and strategies