

MARK WEST CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
MINUTES
Monday, October 22, 2007

The meeting was held at the Mark West Charter School Office, 5350 Faight Road, Santa Rosa, CA

The meeting was open to the public at **5:31 PM**

1. CALL TO ORDER, ROLL CALL

Board Members

Joan Gibson
Stacy Iversen
Denis Mahoney
Mike Mikulka
Bambi Weinberg-Tuttle

Staff Members

Pam Carpenter, Director
Kay Schultz, Superintendent
Anne Kopache, Business Manager

2. BOARD STUDY SESSION: 5:31PM

- 2.1 Joan Gibson reviewed the prior year's advertising activity, as well as the application package, for the new members of the Board. An analysis of last year's applications showed the largest response to the "how did you hear about us" question, was from information provided by the elementary schools and by "word of mouth". First priority for next year's recruitment is to increase percentage of students coming from the elementary schools. The staff plans to invite all district 6th grade teachers for breakfast and/or lunch, a tour and a presentation. Pam Carpenter will work with the schools to set up substitutes at the charter school's expense. The Board discussed updates to the ad in the PTA directory and to the brochure. The brochure will be updated and printed in color.
- 2.2 The Board did not discuss technology needs at this meeting due to time constraints.

3. OPEN SESSION: PUBLIC MEETING: 7:05 PM

- 3.1 The meeting was called to order at 7:05 PM
- 3.2 Joan Gibson led the Pledge of Allegiance
- 3.3 There were no guests.
- 3.4 The announcement regarding addressing the Board was not needed.
- 3.5 On a motion by Bambi Weinberg-Tuttle and seconded by Stacy Iversen the agenda was adopted. The vote was 5-0.

4. PRESENTATIONS:

- 4.1 Students of the month are 8th grader Aaron Romo and 7th grader Karina Cervantes. Aaron came from Rincon Valley Middle School and has done well developing his leadership qualities. Karina has overcome many challenges to achieve a lot both academically and socially.

5. BOARD COMMUNICATIONS

Board Communications are provided for the purpose of sharing school-related activities, school visitations, conferences attended, meetings scheduled, or correspondence

- 5.1. The Board portion of November newsletter will be written by Stacy Iversen. Topics will include a suggested book list, and procedures for holiday absences and independent study contracts.
- 5.2. Other communications included a mailer for the 2007-08 Charter School Conference in Sacramento and an announcement for the American Dermatology Association 2008 grant application for shade structure protections.

6. FINANCIAL UPDATES / Anne Kopache

- 6.1 There were no changes to the budget, but expenses to date were presented for reference.

- 6.2 The Board discussed which expenses should be prioritized and included in next month's revision of the budget. Anne Kopache reviewed which expenses from the list have already been budgeted. Technology issues will be discussed next month.
- 6.3 Current enrollment is 108. Two new students have just started and one left.

7. DIRECTOR'S REPORT/ Pam Carpenter

- 7.1. In addition to the written Directors Report, Pam Carpenter shared information about the Healthy Kids Survey participation and an update of the second semester elective schedule.

8. PUBLIC PARTICIPATION

There was no public participation.

9. BOARD ISSUES

Board members may share any school related issues with other members of the Board and Staff. No formal Board action will be taken.

9.1. OLD BUSINESS:

- 9.1.1 The Board discussed the quarterly summary of the math program submitted by the math teachers. Pam Carpenter will gather more data regarding the success of the program to determine whether possible changes will need to be made to the program in the second semester.

9.2 NEW BUSINESS

- 9.2.1 Integration of report cards and teacher grade book to Aries Attendance Program has been an issue for three years. Joan Gibson reviewed the history of the current report card program for the new members of the Board. Kay Schultz suggested that an Aries representative come to train the staff or that the staff might consult with Windsor School District about the program used at their middle school. Pam Carpenter will schedule an appointment with Michael Smith to determine what still needs to be done to get the report card module of Aries up and running.

10. CONSENT AGENDA

On a motion by Bambi Weinberg-Tuttle and seconded by Michael Mikulka the consent agenda was approved. The vote was 5-0.

10.1. BUSINESS:

- 10.1.1. Vendor Warrants Report is presented for approval

10.2. MINUTES:

- 10.2.1 Approval of Minutes of Board Meeting of September 24, 2007
10.2.2 Approval of Minutes of Board Meeting of October 11, 2007
10.2.3 Approval of Minutes of Board Meeting of October 15, 2007

10.3 DONATIONS:

- 10.3.1 Donation of Nerf Balls for P.E. Program from the Donovan Family

11. ACTION ITEMS:

- 11.1 On a motion by Stacy Iversen and seconded by Denis Mahoney the Board approved the Local Education Agency (LEA) Plan for the 2007-08 school year. The vote was 5-0.

12. FUTURE AGENDA ITEMS AND MEETING SCHEDULE

There will be a Special Board meeting held November 19, 2007 from 5:30 to 8:30 PM., to continue Governance Training. The next regular Board Meeting will be held Monday November 26, 2007 starting at 7:00 PM. Items for discussion and review will include Technology and the First Interim Report.

13. ADJOURNMENT was at 9:09 PM.

Respectfully Submitted,

Anne Kopache

Approved,

Stacy Iversen