



Spark Charter School Special Board Meeting

UPDATED
ADDRESS!

Legend Learning Center
21050 McClellan RD.
Cupertino 95014



Sunday, March 22, 2015
10:00 a.m.

A. Opening of Meeting by Board President

Roll Call	Alexandra Zdravkovic _____	Jane Lii _____
	Christine Hernandez _____	Laura Stuchinsky _____
	Alyson Abrego _____	

B. Approval of Agenda

Moved _____ Seconded _____ Board Action _____

C. Comments from the Public

This portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or those items that are on the agenda.

No action can be taken on an item not on the agenda at this time, but may be referred to the governing board or put on a future agenda. Time limits allocated to public testimony are three (3) minutes per person and twenty (20) minutes per topic.

D. Announcements

The members of the Board may give brief announcements/reports on any activities related to their duties as members of the Spark Charter School Governing Board.

E. Action/Information Items

1. Discuss board responsibilities, policies, communication, expectations, agenda, meeting procedures, and protocols
2. Analyze and discuss PCSGP budget
3. Discuss and approve personnel hiring procedures
4. Discuss curriculum and curriculum electives
5. Discuss parent participation language and expectations
6. Summarize status on agreements/contracts with YMC, Chartersafe, Liane Zimny, etc.
7. Authorize outstanding payments
8. Discuss and authorize any changes to financial accounts/authorizers
9. Discuss and approve final enrollment procedures and class configuration
10. Approve 2/23/2015 board meeting minutes (see below)

F. Adjourn



Spark Charter School Special Board Meeting Minutes

297 N. Frances St.
Sunnyvale, 94085

Monday, February 23, 2015
7:00 p.m.

A. Opening of Meeting by Board President

Roll Call	Alexandra Zdravkovic	<u> x </u>	Jane Lii	<u> x </u>
	Christine Hernandez	<u> x </u>	Laura Stuchinsky	<u> x </u>
	Alyson Abrego	<u> </u>		

B. Approval of Agenda

Moved Laura Seconded Alexandra Board Action 4-0

C. Comments from the Public Regarding Closed Session Items

None

D. Closed Session

1. Public Employment: Title: Curriculum Director

E. Reconvene to Open Session

1. No action taken

F. Comments from the Public

None

G. Announcements

None

H. Action/Information Items

1. Board decision to ratify/approve Curriculum Director employment agreement
No action
2. Prop 39: Discuss Prop 39 response to be submitted to the Sunnyvale School District by Sunday March 1, 2015
Discussed
3. Board retreat session: set date for March and discuss agenda
Postponed to next meeting
4. Open enrollment: Status of open enrollment, info sessions dates, and outreach for info sessions

Discussed status. Laura to check with music school about adding one additional session.

Applications after open enrollment: Discuss how to handle these applications
Postponed to next meeting

5. Financials: discuss March cashflow issues and loans
Postponed to next meeting

6. Discuss materials acquisition/purchase
Postponed

7. Fundraising status update
GoFundMe campaign and plant seedling fundraisers started

8. Approve 2/9/2015 and 2/16/2015 board meeting minutes
Action: Laura made motion to approve 2/9/2015 regular board meeting and 2/16/2015 special board meeting minutes, Jane seconded motion. Board voted 4:0 to approve motion. (Jane, Alex, Laura voted to approve. Christine left the meeting at 9:30pm)

I. Adjourn

President adjourned meeting at 10:25pm



**Spark Charter School
Special Board Meeting Minutes**

297 N. Frances St.
Sunnyvale, 94085

Monday, February 9, 2015
7:00 p.m.

A. Opening of Meeting by Board President

Roll Call	Alexandra Zdravkovic	<u> </u>	x	Jane Lii	<u> </u>	x
	Christine Hernandez	<u> </u>	x	Laura Stuchinsky	<u> </u>	x
	Alyson Abrego	<u> </u>	x			

B. Approval of Agenda

Moved Alex Seconded Jane Board Action **5-0**

C. Comments from the Public Regarding Closed Session Items

None

D. Closed Session

1. Public Employment: Title: Curriculum Director

E. Reconvene to Open Session

1. Report out on action taken in Closed Session, if any.

F. Comments from the Public

None

G. Announcements

None.

H. Action/Information Items

1. Board decision to ratify/approve Curriculum Director employment agreement
No action.
2. Board update concerning possible Health Benefit Options and Related Plans
No action needed at this point. Postponed to beginning of March.
3. Revolving loan application progress update
Discussed. Due 2/24. Review application needs and report at next meeting.
4. Open Enrollment: Debrief of first info session and planning of next sessions.
Discussed what worked and how parent info sessions might be improved.

5. Outreach: Discuss outreach plan for coming info sessions
Discussed outreach plan.
6. Fundraising: continue discussion and planning; design subcommittee
Continue to next week.
7. Financials: present status and discuss loan possibilities
Discussed options.
8. Spark's promotional video: planning update
Postponed to next meeting.
9. 501c3 filing status update
Will submit by end of the week.
10. Approve 1/26/2015 minutes (attached)
Laura made motion to approve, Jane seconded, approved 4:0 with Allyson, Jane, Alexandra, and Laura. (Christine had left meeting).

I. Adjourn

Board President adjourned meeting at 10:43 PM

**Spark Charter School
Regular Board Meeting Minutes**

297 N. Frances St.
Sunnyvale, 94085

Monday, February 16, 2015
7:00 p.m.

A. Opening of Meeting by Board President

Roll Call	Alexandra Zdravkovic	<u> x </u>	Jane Lii	<u> x </u>
	Christine Hernandez	<u> x </u>	Laura Stuchinsky	<u> x </u>
	Alyson Abrego	<u> x </u>		

B. Approval of Agenda

Moved Jane Seconded Laura Board Action 5-0 approved

C. Comments from the Public Regarding Closed Session Items

None

D. Closed Session

1. Public Employment: Title: Curriculum Director

E. Reconvene to Open Session

1. Report out on action taken in Closed Session, if any.

F. Comments from the Public

None

G. Announcements

None

H. Action/Information Items

1. Board decision to ratify/approve Curriculum Director employment agreement
Action: Discussed. No action taken.
2. Back office provider: 1. approve signing contract with CSMC for pre-launch services until the end of the fiscal year. 2. Approve signing contract for back office services, starting July 1, 2015
Action:
 - Alexandra made motion to approve contract for pre-launch services. Jane seconded motion. Board voted 4-0 to approve motion. (Yes: Alexandra, Allyson, Jane and Laura. No: None. Christine left meeting before vote taken.)
 - Laura made motion to approve contract for back office services starting July 1, 2015. Jane seconded motion. Board voted 3-1-0 to approve. Jane, Alex and Laura voted to approve. Allyson abstained. Christine had left meeting before vote taken.)
3. Revolving Loan: approve using CSMC to help us with the revolving loan application
Action: Laura made motion to approve using CSMC to help us with the revolving loan

application. Jane seconded motion. Board voted 4-0

4. Decision: continue with Santa Clara County SELPA or move to El Dorado SELPA for year 2014-15 (check if we can still do that according to county's resolution)
Action: Jane made motion to continue with Santa Clara County SELPA for year 2014-15. Alex seconded motion. Board voted 4:0 to approve motion. (Jane, Alex, Allyson and Laura voted to approve. Christine had left meeting before vote taken.)
5. Board retreat session: set date for March and discuss agenda
Postponed to next meeting
6. Open enrollment: Status of open enrollment, info sessions dates, and outreach for info sessions
Action: Discussed scheduling
7. Financials: update on loan possibilities
Discussed. No action.
8. Spark's promotional video status update
Discussed. Lisa plans on interviewing Danni and editing video.
9. Fundraising status update
Discussed. No action.
10. 501c3 filing status update
Application submitted.
11. Approve 2/02/2015 regular board meeting and 2/02/2015 special board meeting minutes (attached)
Action: Alyson made motion to approve 2/02/2015 regular board meeting and 2/02/2015 special board meeting minutes, Jane seconded motion. Board voted 4:0 to approve motion. (Jane, Alex, Allyson and Laura voted to approve. Christine had left meeting before vote taken.)

I. Adjourn

Alexandra adjourned meeting at 10:34 PM