



## Spark Charter School Regular Board Meeting

297 N. Frances St.  
Sunnyvale, 94085

Monday, April 20, 2015  
7:00 p.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. Public Comments on Closed Session Items

- 1) Public Employment: Business manager, Curriculum resource, Teachers

### D. Adjourn to Closed Session

### E. Reconvene to Open Session

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

### F. Approval of Minutes

1. Special Board Meeting March 03/16/2105 (attached below)

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Board Action \_\_\_\_\_

2. Special Board Meeting March 03/30/2105 (attached below)

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Board Action \_\_\_\_\_

### G. 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.*

### H. 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.*

**I. Review and Discussion (Tsai)**

- 1) Teacher hiring process: discuss teacher contract and decision process
- 2) Curriculum update (scope and sequence, committee)
- 3) Prop 39 update
- 4) Discuss board policies
- 5) Financials: Year One budget, PCSGP budget, Discuss accounting responsibilities
- 6) Review before/after school programs
- 7) Social committee update
- 8) Discuss information system

**J. Review and Action Items (Tsai)**

- 1) Enrollment update, decide classroom configurations

Moved \_\_\_\_\_ seconded \_\_\_\_\_ Board Action \_\_\_\_\_

- 2) Board ratification of consulting agreement with Liane Zimny

Moved \_\_\_\_\_ seconded \_\_\_\_\_ Board Action \_\_\_\_\_

- 3) Curriculum Resource job description approval

Moved \_\_\_\_\_ seconded \_\_\_\_\_ Board Action \_\_\_\_\_

- 4) Decide whether to use district or other food service

Moved \_\_\_\_\_ seconded \_\_\_\_\_ Board Action \_\_\_\_\_

- 5) Authorize outstanding payments

Moved \_\_\_\_\_ seconded \_\_\_\_\_ Board Action \_\_\_\_\_

**K. Adjourn**



**Spark Charter School  
Board Meeting Minutes**

NorCal Music & Arts Center  
761 E. El Camino Real  
Sunnyvale

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

**A. Opening of Meeting by Board President**

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

**B. Approval of Agenda**

Moved Alyson      Seconded Laura      Board Action Approved 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. Report out on action taken in Closed Session, if any.  
No action taken

**F. Comments from the Public**

None

**G. Announcements**

None

**H. Action/Information Items**

1. Financials: approve teacher fair and marketing material expenses, ED's computer, conferences, CSDC membership and board policies package, and discuss cashflow issues

Motion by Laura to approve \$500 for teacher fair and \$100 for duplicating marketing materials. Motion seconded by Jane. Motion approved 3:0 (Vote to approve cast by Jane, Alyson and Laura. Christine had left meeting before the vote was taken.) Discussion on other points postponed.

2. Board ratification of back office service contract  
Laura made motion to approve CSMC two-year contract. Alyson seconded motion. approved 3:0 (Vote to approve cast by Jane, Alyson and Laura. Christine had left meeting before the vote was taken.)

3. After/before school program: discuss program (time, location, goals)  
Item postponed
4. Middle School electives: discuss elective options for Spark's first year  
Item postponed
5. Curriculum development: discuss curriculum development, parent involvement in curriculum, and curriculum enrichment options. Assign team to work on curriculum development and enrichment proposal to be submitted to the Board at subsequent meetings  
Item postponed
6. Information: risk management, understand the risks/liabilities involved with the school and how it relates to budget/funding  
Item postponed
7. Approve 2/23/2015 board meeting minutes (see below)  
Item postponed

**I. Adjourn**

Meeting adjourned at 8:45 PM



**Spark Charter School  
Special Board Meeting Minutes**

297 N. Frances St.  
Sunnyvale, 94085

Monday, March 30, 2015  
7:00 p.m.

**A. Opening of Meeting by Board President**

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

**B. Approval of Agenda**

Moved	Alex	Seconded	Jane	Board Action	Approved 4-0 (Alyson not present when vote taken)
	<u>                        </u>		<u>                        </u>		<u>                        </u>

**C. Public Comments on Closed Session Items**

- a. Public Employment: Business manager, Curriculum resource, Teachers

**D. Adjourn to Closed Session**

**E. Reconvene to Open Session**

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

No Action taken

**F. Approval of Minutes**

- 3. Special Board Meeting March 03/09/2105 (attached below)

Moved   Jane   Seconded   Alyson   Board Action   Approved 4-0   (Alyson, Alex, Jane, and Laura voted to approve. Christine left the meeting before board acted on this item.)

**G. Comments from the Public**

None

**H. Announcements**

None

**I. Report from Staff (Tsai)**

- 1. Santa Clara County Office of Education Meetings (3/27) Updates: LCAPP, MOU, ELD
  - LCAPP: Must submit LCAPP by June 30. Danni will prepare.
  - MOU: Danni spoke to County about MOU. They will get document to us.

- ELD: Need to conduct home language survey of incoming Kindergardeners. Danni will conduct soon.

2. Recruitment Fair (3/28) Update  
Went well. Got a number of strong applications.

**J. Review and Discussion (Tsai)**

- a. Operations review and discussion

Discussed teacher hiring process

- b. Schedule of Committee Meetings

- i. Prop.39

Jane is setting up meeting with Danni and Alex with YM&C to discuss next steps. Not a committee.

- ii. Curriculum Task Force

Discussed setting up a committee. Danni will take lead

- iii. Parent Partnership Task Force

Discussed setting up a committee. Danni will take lead

- iv. School calendar/events

Discussed setting up a committee. Danni will take lead

- v. Parent/Teacher Advisory Council (aka program/school site council)

Discussed setting up a committee. Continue this item to next Saturday meeting.

Discuss committee structure at next Saturday meeting

- c. Board policies update

Postponed to next meeting

- d. Financials: Year One budget, PCSGP budget

Motion by Jane: Authorize Jane and Alex to obtain a line of credit for up to \$11k to assist with cash flow. Motion seconded by Christine. Approved 5:0 (Jane, Christine, Alex, Alyson, and Laura voted affirmative). Jane will inquire with bank tomorrow.

**K. Review and Action Items (Tsai)**

- a. Enrollment update, classroom configurations

Will call families that have not made decision to enroll to seek their decision by April end of day. Danni, Alex and Laura will make calls. No action.

- b. Authorize outstanding payments

No action.

**L. Adjourn**

Meeting adjourned by Board President at 10:45pm