



Spark Charter School Special Board Meeting Minutes

Spark Charter School, Room 4
739 Morse Avenue, Sunnyvale
Monday, Nov. 9, 2015 - 6:30p.m.

A. Opening of Meeting by Board President

Roll Call	Alexandra Zdravkovic	<u> x </u>	Jane Lii	<u> x </u>
	Christine Hernandez	<u> </u>	Laura Stuchinsky	<u> x </u>
	Karen Gumaer	<u> x </u>		<u> </u>

B. Approval of Agenda

Moved Jane Seconded Laura Board Action 4-0 approved

C. Comments from the Public

None

D. Announcements

Alexandra announced that she visited the Helios School to look at their Imagine Lab. The kids have free time in the lab (no curriculum) for 45min per week per grade. There is a wide variety of materials. They have needles and thread, woodworking area with little drills, saws and hammers, clamps, etc. The kids wear safety glasses. It requires a big space, particularly for storage. It looks like a lab or a garage.

Jane met with David Randolph (parent), Martha Branch (staff), and Jennifer Afdahl Rice (CSMC – Spark’s back-office firm) regarding Spark’s budget.

E. Review/Discussion/Updates

1. Principal Update:
Bill briefed board about Halloween, classroom material needs, Harvest Festival, new playground equipment and space expansion, technical committee activities, some of his priorities for budget, procedures for disaster and earthquakes distributed, doing evacuation and evacuation drill with Columbia, will do fire drill as a separate event, discussed fundraising committee’s work; and school’s Spark Sentinel
2. Review and discuss board, principal, and office staff responsibilities:
Board discussed a suggested breakdown proposed by Bill. Board expressed support for division of duties suggested. Conversation will continue.
3. Enrollment and budget update and discussion:
Board discussed current level of enrollment – departures and new enrollments – and the number of additional offers to make. Staff and accountant will attend next board meeting to discuss budget in detail.
4. Prop 39 update and next steps:
District has sent a survey to families that signed Prop 39 intent to enroll forms asking if they

plan to attend Spark. Spark recommended that parents answer the survey.

5. Open enrollment status and outreach:

We need to continue outreach for Prop 39 & open enrollment in November/December. Bill will set a date for a December info session.

F. Review and Action Items

1. Review and approve proposal for modified school schedule to match required instructional minutes:

Bill proposed extending the day by 15 minutes M-Th to avert traffic issues. The instructional minutes issue will be addressed at a future meeting after Board gets clarity about requirements for both minutes and days to address days school was closed.

Karen made motion to approve extending the day by 15 minutes M-Th. Laura seconded. Approved 4-0 with Laura, Karen, Alex and Jane voting to approve.

2. Review and approve modified MOU for use of vendors:

Board members expressed concern about several clauses in the MOU. Board will seek additional input from legal experts.

G. Adjourn

Meeting adjourned at 9:32 PM.