



Spark Charter School Regular Board Meeting Minutes

Spark Charter School, Room 4
739 Morse Avenue, Sunnyvale
Monday, Nov. 16, 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 Karen Seconded Laura Board Action 4-0 to approve

C. Comments from the Public Regarding Closed Session Items

None

D. Closed Session

1. Public Employment: Executive 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. Review/Discussion/Updates

1. Update meeting with SCCOE
Alex, Jane and Bill updated rest of board on the meeting that took place with the County last week.
2. Review and discuss budget and enrollment
Jennifer Afdahl Rice, CSMC and Martha Branch, Spark Business Manager reported out on budget. Jennifer and Martha are working on first monthly financial report to County.

Martha reviewed list of improvements she has made to set systems including specific item tracking, reporting deadlines; enrollment, budget, and grant accounting. Martha also developed an improved ordering system for supplies.
3. Meeting with Santa Clara County debrief
See item 1.
4. Review LCAP compliance calendar

Spark is gathering information on status of benchmark assessments. Will revisit this issue at a future meeting.

5. Review, discuss communications with Sunnyvale School District
Martha discussed systems she has put in place to ensure that Spark is proactively checking with District on rent and other anticipated invoices so that payments are made in a timely manner. Spark submitted a response to the District's letter dated Oct 16 regarding Facility Use Agreement non-conformance issues confirming Spark's resolution of the issues.
6. Technology update
Technology committee has made a proposal for computers and equipment Spark should purchase. They have obtained one quote and are waiting for another quote for comparison purposes. Bill anticipates purchasing the computers shortly.
7. Professional Development update and discussion
Bill summarized professional development training on project-based learning and SEL that he is conducting with staff at weekly staff meetings and upcoming professional development days.

I. Review and Action Items

1. Approve 9/21/2015, 11/02/2015 and 11/09/2015 minutes
Postponed until next meeting.

J. Adjourn

Meeting adjourned at 9:55pm