



**Spark Charter School
Special Board Meeting**

297 N. Frances St.
Sunnyvale, 94085

Monday, December 22, 2014
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

D. Adjourn to Closed Session

Code § 54957(b), Employment: Principal, curriculum architect

E. Reconvene to Open Session (~7:30pm)

1. Report from Closed Session

F. 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.

G. Board Members Reports

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

H. Action, Discussion, Information Items

1. Plan next steps for Spark’s promotional video
2. January 1st conditions update and discussion
 - Curriculum maps 6-8th grade
 - Plan for low achieving students, incl. professional development
 - Identify numerically different subgroups other than EL, incl. specific annual actions for each subgroup
 - ELD plan
 - MOU
 - Compliance if charter is LEA
 - Provide budget and staffing plan and budget for Special Education
 - Pre-service professional development plan for newly hired teachers, incl. specific timing and duration of the training activities

3. Prop 39. Update and discussion
4. Fundraising: Discussion and planning, incl.501c3 status update
5. Open Enrollment: Discussion and info sessions planning
Continue to next meeting
6. Approve 12/1/2014, 12/8/2014, and 12/15/2014 minutes (attached)

I. Return to Public Comments

J. Adjourn

**Spark Charter School
Board Meeting Minutes**

297 N. Frances St.
Sunnyvale, 94085

Monday, December 1, 2014
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 Christine Seconded Jane Board Action 5-0 approved

C. Public Comments on Closed Session Items

None

D. Adjourn to Closed Session

Code § 54957(b), Employment: Principal, Curriculum Director, Business Manager

E. Reconvene to Open Session (~8:00pm)

Report from Closed Session

1. Laura made motion, seconded by Christine to contract with independent contractors for the execution of business manager responsibilities until a business manager is hired. Board voted 5-0 to approve motion.

F. Comments from the Public

None

G. Board Members Reports

No reports

H. Action, Discussion, Information Items

- Adopt conflict of interest code

Alex explained the changes proposed by Santa Clara County staff to Spark's existing code of contact. Jane made a motion that the Board approves the modification. Laura seconded the motion. Board approved 5:0.

- January 1st conditions update and discussion

Jane summarized the info she had gathered regarding improvements we might want to make to our special education program. Board discussed the proposal. Alex made a motion to modify the budget to accommodate the addition of several special ed positions. Laura seconded the motion. Board approved motion 5:0.

- Prop 39: District's response and discussion

Discussed District's response. Alex to consult with Spark's counsel.

- PCSGP grant and charter term update

Discussed letter sent to the County. Waiting to hear County's decision regarding when term question will be considered by County.

- Open Enrollment and info sessions discussion and task assignment

Discussed Alex's proposed timeline, tasks and number of info sessions.

- Fundraising: general update, incl.501c3 and fiscal sponsor status update

Carry over to next month.

- Approval of articles for posting to FaceBook/Website

Motion to allow Christine to post relevant articles on the website. Laura seconded the motion. Board approved motion 5:0.

- Approval of Nov 20, and Nov 24 minutes

Alyson made a motion to approve minutes, Jane seconded motion. Board approved 5:0.

I. Return to Public Comments

None

J. Adjourn

President adjourned the meeting at 10:10 PM.

**Spark Charter School
Board Meeting Minutes**

297 N. Frances St.
Sunnyvale, 94085

Monday, December 1, 2014
7:00 p.m.

B. 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 Christine Seconded Jane Board Action 5-0 approved

C. Public Comments on Closed Session Items

None

D. Adjourn to Closed Session

Code § 54957(b), Employment: Principal, Curriculum Director, Business Manager

E. Reconvene to Open Session (~8:00pm)

Report from Closed Session

2. Laura made motion, seconded by Christine to contract with independent contractors for the execution of business manager responsibilities until a business manager is hired. Board voted 5-0 to approve motion.

F. Comments from the Public

None

G. Board Members Reports

No reports

H. Action, Discussion, Information Items

- Adopt conflict of interest code

Alex explained the changes proposed by Santa Clara County staff to Spark's existing code of contact. Jane made a motion that the Board approves the modification. Laura seconded the motion. Board approved 5:0.

- January 1st conditions update and discussion

Jane summarized the info she had gathered regarding improvements we might want to make to our special education program. Board discussed the proposal. Alex made a motion to modify the budget to accommodate the addition of several special ed positions. Laura seconded the motion. Board approved motion 5:0.

- Prop 39: District's response and discussion

Discussed District's response. Alex to consult with Spark's counsel.

- PCSGP grant and charter term update

Discussed letter sent to the County. Waiting to hear County's decision regarding when term question will be considered by County.

- Open Enrollment and info sessions discussion and task assignment
Discussed Alex's proposed timeline, tasks and number of info sessions.
- Fundraising: general update, incl.501c3 and fiscal sponsor status update
Carry over to next month.
- Approval of articles for posting to FaceBook/Website
Motion to allow Christine to post relevant articles on the website. Laura seconded the motion. Board approved motion 5:0.
- Approval of Nov 20, and Nov 24 minutes
Alyson made a motion to approve minutes, Jane seconded motion. Board approved 5:0.

I. Return to Public Comments

None

J. Adjourn

President adjourned the meeting at 10:10 PM.

**Spark Charter School
Special Board Meeting Minutes**

297 N. Frances St.
Sunnyvale, 94085

Monday, December 15, 2014
7:00 p.m.

- **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			

- **Approval of Agenda**

Moved Christine Seconded Alyson Board Action 5-0

- **Public Comments on Closed Session Items**

- **Adjourn to Closed Session**

Code § 54957(b), Employment: Principal, business manager, curriculum architect

- **Reconvene to Open Session (~9:15pm)**

1. Report from Closed Session: no action taken

- **Comments from the Public**

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- **Board Members Reports**

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- **Action, Discussion, Information Items**

- Discuss/review policy for Board approval of compensation and discuss/approve recommendation for the compensation of the Executive Director based on comparison data
Laura made motion to approve salary maximum of \$130,000 annually. Motion seconded by Jane. Vote 5:0 to approve.
- Review Spark promotional video
Discussed draft video clip.
- January 1st conditions update and discussion
 - Curriculum maps 6-8th grade
 - Plan for low achieving students, incl. professional development
 - Identify numerically different subgroups other than EL, incl. specific annual actions for each subgroup
 - ELD plan
 - MOU

- Compliance if charter is LEA
- Provide budget and staffing plan and budget for Special Education
- Pre-service professional development plan for newly hired teachers, incl. specific timing and duration of the training activities.

Discussed status of deliverables. Laura made motion to increase special ed position to 1.0 FTE if enrollment figures justify this. Alyson seconded motion. Approved 4:0. Christine left meeting prior to vote.

- Prop 39. Update and discussion

Discussed response to District

- Fundraising: Discussion and planning, incl.501c3 status update

Continue to next meeting

- Open Enrollment: Discussion and info sessions planning

Continue to next meeting

- Approve 12/1/2014, and 12/8/2014 minutes

Continue to next meeting

- **Return to Public Comments**

No comments

- **Adjourn**

President adjourned the meeting at 10:30 PM.

**Spark Charter School
Special Board Meeting Minutes**

297 N. Frances St.
Sunnyvale, 94085

Monday, December 8, 2014
7:00 p.m.

• **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>		

• **Approval of Agenda**

Moved Jane Seconded Alex Board Action 4:0 approved

• **Public Comments on Closed Session Items**

None

• **Adjourn to Closed Session**

Code § 54957(b), Employment: Principal

• **Reconvene to Open Session (~7:30pm)**

1. Report from Closed Session

None

• **Comments from the Public**

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• **Board Members Reports**

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• **Action, Discussion, Information Items**

- Discuss consultant agreements. Meet with Liane Zimny, Education Operations Consultant: Liane shared her background. Board discussed with Liane issues we would be interested to have her help on.
- Discuss/review policy for Board approval of compensation and discuss compensation of Executive Director:
Postpone to next meeting.
- January 1st conditions update and discussion
 - Curriculum maps 6-8th grade:
Under development
 - Plan for low achieving students, incl. professional development:

Under development

- Identify numerically significant subgroups other than EL, incl. specific annual actions for each subgroup
Laura will work on this
 - ELD plan
Completed
 - MOU
Waiting for final draft from County
 - Compliance if charter is LEA
Jane checking on November submission
 - Provide budget and staffing plan and budget for Special Education
Under development
 - Pre-service professional development plan for newly hired teachers, incl. specific timing and duration of the training activities.
Under development
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- Prop 39. Update and discussion
Discussed next steps.
 - Fundraising: Discussion and planning, incl.501c3 status update
Postpone to next meeting.
 - Open Enrollment: Discussion and info sessions planning
Postpone until meeting
 - Approve 12/1/2014 minutes (attached)
Postpone to next meeting
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- **Return to Public Comments**
None
 - **Adjourn**
President adjourned the meeting at 10:25 PM