



Spark Charter School Minutes Regular Board Meeting

1117 Rockefeller Dr
Sunnyvale 94087
Monday, August 7, 2017 – 7:00 p.m.

A. OPENING OF MEETING BY BOARD PRESIDENT

Roll Call	Alexandra Zdravkovic _____	Mayuri Vasireddi _____ x
	Niti Madan _____ x	Laura Stuchinsky _____ x
	Shannon Heidemann _____ x	

B. APPROVAL OF AGENDA

Moved Laura Seconded Mayuri Board Action 4-0 approved

C. Comments from the Public

Rachel Mathai and Jennifer Del Vecchio, Spark's new parent involvement coordinators, asked for direction from Ex Director and board on their role. The Board thanked Rachel and Jennifer for taking on this important job.

Gayatri Chandramohan thanked the Board for answering her questions about the board appointment process. She is pleased with the direction the Middle School is going.

D. Closed Session

approx. 30min

- a. PENDING OR ANTICIPATING LITIGATION
- b. PUBLIC EMPLOYMENT: Staff

E. Reconvene to Open Session

Report out on actions taken in Closed Session, if any.
None

F. COMMUNICATIONS

10min

- 1. Comments from the public
None
- 2. Recognition of the community
None
- 3. Announcements
None

G. CONSENT AGENDA

- 1. Approve 06/11/2017 and 07/17/2017 minutes
No action.

H. OLD BUSINESS

1	Class size policy/guidelines ED recommended that Spark consider adopting policy/guidelines around class size. However, the existing petition is fairly specific. Kindergarten teacher Martha Haake said it would be helpful to have	Niti	20 mins
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	an aide in the two Kinder classrooms, particularly during the initial assessments. Board will consider the possibility of a permanent aide once enrollment is confirmed. Chris will look into the possibility of providing back up during the assessment period.		
2	<p>CBO update</p> <ul style="list-style-type: none"> • HR: Martha welcomed all new teachers and provided them with all of the paperwork they need to complete. Sent out new employee handbook and payroll schedule to all staff and is making Spark ID badges. • Finance: Submitted last quarterly report for grant (PCSGP). Need final student count and salaries to updated budget. • Operations: Looking to purchase more PE equipment. Still negotiating with Sunnyvale School District on FUA. Will need parents to volunteer over next two weeks to move classroom furniture around. Ice cream social planned for Friday 8/18. Chris will include reminder in his email to parents. 	Martha	10 mins
3	<p>Director's update (Enrollment, teacher hiring, SCCOE etc.)</p> <ul style="list-style-type: none"> • Parent Volunteer Handbook: Pam Sturner has developed first draft of parent volunteer handbook. Will share second draft with teachers at training next week. • Enrollment: This year Spark will accept students who turn 5 years old by Sept. 30 (when they reach their birthday). After that point it is too disruptive for class to add another student and too late in the academic year for the new student. • SPA: One teacher will be present at every SPA meeting on a rotating basis. • Charter Renewal: SCCOE staff will be interviewing board and parents as part of the renewal process. • MS: Implementing online platform created by Summit Foundation that will support Spark's project-based curriculum, individualized learning, and enable students, teachers and parents to monitor student progress more easily. Spark will provide PBL training for its new teachers at the Pearl Buck Institute in the fall. • Faculty: Fully staffed. Will introduce teachers to parents in an email. • Classroom configuration: ED shared the classroom configuration the board had adopted in June. 	Chris	15 mins
5	<p>Appointment of Board Director</p> <p>Laura nominated Niti as board president. Shannon seconded nomination. Board approved on 3-0-1 vote with Niti abstaining and Laura, Shannon and Mayuri voting affirmatively.</p>	Board	10 mins
6	<p>After-school Ignite program update</p> <p>Board had discussed the possibility of offering after school care for the week of Aug 14 for parents who need coverage. But, Spark may not have access to its classrooms until August 11 and furniture still needs to be moved. So, it won't work this year.</p>	Chris	10 mins
7	<p>Independent Study policy/guidelines</p> <p>Chris will be clarifying Spark's policy about the use of independent study as some families are misusing it.</p>	Chris	10 mins

8	<p>Charter renewal update</p> <p>Laura will meet with Chris regarding renewal process and recent activity.</p>	Chris/Niti	10 mins
9	<p>SPA update</p> <p>Jaya described SPA purpose and achievements last year. Will need to recruit more people for SPA.</p>	Chris/Jaya	5 mins
10	<p>Community survey results communication</p> <p>Board will disseminate survey in mid Sept and organize a community meeting in late Sept-early October to discuss findings and next steps.</p>	Laura	5 mins

I. NEW BUSINESS

1	<p>Language</p> <p>Spark will offer Mandarin again to K-1 grades. Will pilot Rosetta Stone, an online language program, for Grades 2-8. Students and families will have choice of a number of language options. Parents and teachers can use it as well.</p>	Chris	10 mins
2	<p>School day structure/schedule for 2017-18 - PE, Kinder timings, Lunch, Grade 2 and Minimum day</p> <p>Lunch period will be consolidated into one 50-minute period. Students will go in shifts. Had to reduce PE to two times a week rather than three because due to space restrictions. (K & 1 will continue to get PE three times/week).</p> <p>Kindergarten will be in session until 1 PM for the first 6 weeks, until Columbus Day. After that, it will end at 3 PM. PE will be from 1-2 PM.</p> <p>Tuesday will be the minimum day for this academic year, except for the first day of school, which falls on a Wednesday. That day will be a half-day.</p>	Chris	10 mins

ADJOURN

(9:30 PM)