

**EXCELSIOR CHARTER GROUP  
BOARD OF DIRECTORS  
REGULAR MEETING**

**MEETING LOCATION:**

**15505 CIVIC DRIVE**

**VICTORVILLE, CA 92392**

*The regular meeting is electronically recorded.*

**MINUTES**

**B.2**

**July 24, 2018**

**REGULAR SESSION**

**3:30 p.m.**

CALL REGULAR  
SESSION TO ORDER:

3:30 p.m.

ROLL CALL:

MEMBERS	Present	Absent
Laura Nance	X	
Suzanne Pacini	X	
Navid McCarthy	x	

OTHERS PRESENT:

Alicia Anderson, Richard Hansberger, Kim Morrow, Jennifer Carroll,  
Peter Wright

Pledge of Allegiance:

Jennifer Carroll led the audience in the Pledge of Allegiance to the  
United States of America.

Approval of Agenda:

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

**COMMUNITY COMMENTS**

Comments should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

**No Community Comments**

**CLOSED SESSION**

**ANNOUNCE CLOSED SESSION ITEMS**

- PUBLIC EMPLOYEE APPOINTMENT  
COO Agreement/Evaluation
- PUBLIC EMPLOYEE APPOINTMENT  
Shared Positions Agreement

**INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:**

Comments should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

**Adjourn to Closed Session at 3:32 p.m.**

**CLOSED SESSION:**

- PUBLIC EMPLOYEE APPOINTMENT  
COO Agreement/Evaluation
- PUBLIC EMPLOYEE APPOINTMENT  
Shared Positions Agreement

**RECONVENE OPEN GENERAL SESSION:**

**The board reconvened to General Session at 4:10 p.m.**

**ROLL CALL:**

MEMBERS	Present	Absent
Laura Nance	x	
Suzanne Pacini	x	
Navid McCarthy	x	

The Board Chair reported out the approval of the Staff Share Agreement between EEC and ECG that took place during closed session with the following vote:

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

## **ANNUAL ORGANIZATION OF BOARD OF DIRECTORS**

### **ACTION ITEMS**

A.1 Board Chairperson: Nominate and approve Suzanne Pacini as Chairperson of the Board for the 2018/2019 fiscal year.

**MOTION:** L. Nance

**SECOND:** N. McCarthy

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

A.2 Secretary/Treasurer: Nominate and approve Laura Nance as Board Secretary/Treasurer for the 2018/2019 fiscal year.

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

A.3 2018/2019 Board Meeting Calendar: Receive and consider approval of the 2018/2019 Board Meeting Calendar.

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)** The Board agreed to approve the calendar after making a revision to the calendar by canceling the August 14, 2018 board meeting.

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

A.4 Resolution 19-01: Receive and consider approval of Resolution 19-01 recognizing the ECG Board's Code of Ethics.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

A.5 Nominations Committee: Appoint and approve the Board Member Nomination Committee. The Board will appoint two members to the Nomination Committee.

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)** The Board appointed Alicia Anderson and Derek King to the Nomination Committee.

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	X		
Navid McCarthy	X		

**INFORMATION ITEMS**

B.1 Board Policy  
 1<sup>st</sup> Reading:

Received for first reading the following board policies:  
 Fiscal Policy #7: Records Retention & Destruction

B.2 508 Compliance:

Received for information an update on 508 compliance requirements.

**CONSENT ITEMS**

Receive and consider approving and/or ratifying the following consent items:

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)**

- C.1 Personnel Report: The Personnel Report for July 24, 2018.
- C.2 Minutes: The minutes of the Board of Directors regular meeting of June 12, 2018.
- C.3 Expenditures: The expenditures for June 2018.

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

## **ACTION ITEMS**

- D.1 CharterSafe Agreement: Receive and consider ratification of the CharterSafe Agreement for the 2018/2019 fiscal year. Authorization for signature is approved for Alicia Anderson, Chief Operations Officer.

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

D.2 2018/2019 Employee Handbook: Receive for approval the 2018/2019 ECG Employee Handbook.

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)** The Board approved the Handbook with the request to change CFO to COO throughout the Handbook.

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

D.3 School Services of California Agreement: Receive and consider approval of the School Services of California Agreement for the 2018/2019 fiscal year. Authorization for signature is approved for Alicia Anderson, Chief Operations Officer.

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

D.4 Board Governance Policy: Receive and consider approval of the following amended Board Policy:

Board Gov. Policy #7: Conflict of Interest Code

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

D.5 Chief Operations                      Receive and consider approving the Chief Operations Officer  
Officer Agreement:                      Employment Agreement for the period of August 1, 2018 to July  
31, 2022.

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

**CHIEF FINANCIAL OFFICER COMMENTS**

**BOARD MEMBERS' COMMENT**



**Next Meeting Date: September 11, 2018 (Central Office)**

Adjourn Regular Session at: 4:34 p.m.

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)**

**VOTE:** 3-0

MEMBERS	Aye	Nay	Abstain
Laura Nance	x		
Suzanne Pacini	x		
Navid McCarthy	x		

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**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE:** Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY:** The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATION MAY BE MADE: Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH DISABILITY: -

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or to participate in this meeting of the Governing Board may request assistance by contacting Excelsior Charter Schools. Telephone: 760-245-4262;

FOR MORE INFORMATION: For more information concerning this agenda, please contact Excelsior Charter Schools. Telephone: 760-245-4262