

**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**

**June 12, 2018**

**REGULAR SESSION**

**3:30 p.m.**

CALL REGULAR  
SESSION TO ORDER:

3:32 p.m.

ROLL CALL:

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

OTHERS PRESENT:

Alicia Anderson, Lindsey Richer, Peter Wright

Pledge of Allegiance:

Lindsey Richer led the audience in the Pledge of Allegiance to the United States of America.

Approval of Agenda:

**MOTION:** N. McCarthy

**SECOND:** L. Nance

**(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**

- PERSONNEL
- LEGAL CLAIM
- CFO CONTRACT

**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 3:34 p.m.**

**CLOSED SESSION:**

- PERSONNEL
- LEGAL CLAIM
- CFO CONTRACT

**RECONVENE OPEN GENERAL SESSION:**

**The board reconvened to General Session at 3:49 p.m.**

**ROLL CALL:**

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

**REPORT OUT OF CLOSED SESSION, IF APPLICABLE**

**INFORMATION ITEMS**

- A.1: Employee Handbook 1<sup>st</sup> Reading: Receive for first reading the ECG Employee Handbook.
- A.2: Audited Financial Report Receive for information the 2015/2016 partial year and 2016/2017 combined audited financial report.
- A.3: 2018/2019 Board Meeting Calendar: Receive for information the proposed 2018/2019 Board Meeting Calendar.

**CONSENT ITEMS**

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

**MOTION:** L. Nance

**SECOND:** N. McCarthy

**(DISCUSSION)**

- B.1 Personnel Report: The Personnel Report for June 12, 2018.
- B.2 Minutes: The minutes of the Board of Directors regular meeting of May 8, 2018.
- B.3 Expenditures: The expenditures for May 2018.

**VOTE:** 3-0

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

**ACTION ITEMS**

C.1 Budget Report: Receive and consider approval of the 2018/2019 Proposed Budget Report.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)**

**VOTE:** 3-0

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

C.2 Job Description: Receive and consider approval of the job description for the position of Learning Management System and Web Content Specialist.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)**

**VOTE:** 3-0

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

C.3 Staff Share Agreement: Receive and consider approval of the Employee Share Agreement between Excelsior Charter Schools and Excelsior Charter Group. Authorization for signature is approved for Alicia Anderson, Chief Financial Officer.

There was no action taken on this item.

C.4 Management Salary Schedule: Receive for approval the 2018/2019 ECG Management Salary Schedule.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)**

**VOTE:** 3-0

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

C.5 Classified Salary Schedule: Receive for approval the 2018/2019 ECG Classified Salary Schedule.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)**

**VOTE:** 3-0

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

C.6 Resolution 18-02: Receive and consider approval of Resolution 18-02 approving the 3% recognition pay for all staff.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(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: July 24, 2018 (Central Office)**

Adjourn Regular Session at: 4:45 p.m..

**MOTION:** N. McCarthy

**SECOND:** L. Nance

**(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