

**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**

**December 5, 2017**

**REGULAR SESSION**

**3:30 p.m.**

CALL REGULAR  
SESSION TO ORDER:

3:33 p.m.

ROLL CALL:

MEMBERS	Present	Absent
Ms. Laura Nance		x
Mrs. Suzanne Pacini	x	
Mrs. Navid McCarthy	x	

OTHERS PRESENT:

Alicia Anderson, Lindsey Richer

Pledge of Allegiance:

Alicia Anderson led the audience in the Pledge of Allegiance to the United States of America.

Approval of Agenda:

**MOTION:** S. Pacini

**SECOND:** N. McCarthy

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. 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**

**INFORMATION ITEMS**

A.1 Board Policies  
1<sup>st</sup> Reading:

Received for first reading the following board policies:  
Board Governance Policy #5: School Board Meetings- Brown Act Compliant  
Board Governance Policy #7: Conflict of Interest Code  
Board Governance Policy #8: Uniform Complaint Procedures

**CONSENT ITEMS**

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

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

B.1 Personnel Report: The Personnel Report for December 5, 2017.

B.2 Minutes: The minutes of the Board of Directors regular meeting of November 14, 2017.

B.3 Expenditures: The expenditures for November 2017.

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		

Mrs. Navid McCarthy	x		
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**ACTION ITEMS**

C.1 Board Policy: Receive and consider approval of the following board policy:  
Board Governance Policy #2: Annual Organizational Meeting

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

C.2 Board Policy: Receive and consider approval of the following board policy:  
Board Governance Policy #3: Procedure for Policy Adoption

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

C.3 Board Policy: Receive and consider approval of the following board policy:  
Board Governance Policy #4: Code of Ethics for Board Members

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

C.4 Board Policy: Receive and consider approval of the following board policy:  
Board Governance Policy #8: Acceptance of Gifts

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

C.5 Board Policy: Receive and consider approval of the following board policy:  
Board Governance Policy #9: Remuneration

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

C.6 Board Policy: Receive and consider approval of the following board policy:  
Board Governance Policy #10: Public Records Requests

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

C.7 CharterBoost Agreement: Receive and consider approval of the amended CharterBoost agreement to reflect a monthly extension. Authorization for signature is approved for Alicia Anderson, Chief Financial Officer.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

C.8 Financial Report: Receive and consider approval of the 2017/2018 First Interim Financial Report.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			

Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

C.9 Resolution 18-01: Receive and consider approval of Resolution 18-01 approving the 4% recognition pay for all staff.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)** None

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

**CHIEF FINANCIAL OFFICER COMMENTS**

**BOARD MEMBERS' COMMENT**

**ANNOUNCE CLOSED SESSION ITEMS**

Personnel: Retirement

**CLOSED SESSION**

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

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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 4:04 p.m.**

**CLOSED SESSION:**

- PERSONNEL: Retirement

**RECONVENE OPEN GENERAL SESSION:**

**The board reconvened to General Session at 4:21 p.m.**

**ROLL CALL:**

MEMBERS	Present	Absent
Ms. Laura Nance		x
Mrs. Suzanne Pacini	x	
Mrs. Navid McCarthy	x	

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

No items to report out.

Adjourn Regular Session at: 4:21 p.m.

**MOTION:** N. McCarthy

**SECOND:** S. Pacini

**(DISCUSSION)**

**VOTE:** 2-0

MEMBERS	Aye	Nay	Abstain
Ms. Laura Nance			
Mrs. Suzanne Pacini	x		
Mrs. Navid McCarthy	x		

**Next Meeting Date: January 16, 2018 (Central Office)**

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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