

## Innovations Academy Special Meeting: September 29, 2013 @ 10:00 AM

Meeting location(s): Innovations Academy (10380 Spring Canyon Rd. San Diego, 92131)

Board Attendance: Stephen Rosen, Lisa Moncrief, Patric Rawlins, Danielle Strachman

Others in Attendance: Tony Spitzberg, Christine Kuglen

Agenda	Minutes
<ul style="list-style-type: none"> <li>• Call to Order/Roll Call:</li> </ul>	<ul style="list-style-type: none"> <li>• Call to order at 10:27am.</li> </ul>
<ul style="list-style-type: none"> <li>• Approval of Agenda:</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion on the agenda. We moved the Director's update to after the Board Responsibilities and shifted the order of the bullets under Board Responsibilities.</li> <li>• Action: Danielle motions, Stephen seconds, unanimous approval.</li> </ul>
<ul style="list-style-type: none"> <li>• Approval of Minutes</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion on September 24th meeting.</li> <li>• Action: Patric moves to approve Sept 24 meeting, Lisa seconds, all in favor, unanimous approval</li> </ul>
<ul style="list-style-type: none"> <li>• Public Comments (3 mins per person)</li> </ul>	<ul style="list-style-type: none"> <li>• No public comments.</li> </ul>
<ul style="list-style-type: none"> <li>• Reports:</li> </ul>	
<ul style="list-style-type: none"> <li>◦ Budget Update</li> </ul>	
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>■ Action: Finalize and approve CEO Contract</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Discussion: Christine and Stephen met to go over the contract and the annual school year milestones. Lisa educates the board about what a Q4 model of review is for the staff. The board would like to see milestones 4, 5, and 6 to be revised to say:               <ul style="list-style-type: none"> <li>- Create a DRAFT three year facility plan approved by the board -- options for growth at existing location, options for relocation, options for property purchase by June 30, 2014.</li> <li>- Draft plan development for Prop Z spending, approved by the Board, submitted to Prop Z approval committee by June 30, 2014.</li> <li>- Complete primary DRAFT of new High School Charter or IA Charter revision by June 30, 2014 inclusive of Board review and approval.</li> </ul> </li> <li>• Additional revisions:               <ul style="list-style-type: none"> <li>- Section B4: Place at the end of the paragraph, "The goals and objectives will be revised and amended to Exhibit B of this Contract and approved at the annual Board meeting."</li> <li>- B Employment Terms and Conditions: Change date to July 1, 2013 instead of 2012.</li> <li>- B Employment Terms and Conditions: Cut from "Employee will work a minimum...summer."</li> <li>- Replacing "Contract" with "Agreement".</li> <li>- B5 Evaluation: Replace the first sentence with, "As soon as practicable, following the completion of a school year the Board of Directors shall formally evaluate the performance of the DIRECTOR."</li> </ul> </li> <li>• Action: Lisa motions to approve the Director's Contract retroactive to July 1, 2013 with the revisions made during the meeting outlined above, Danielle seconds, all in favor. Unanimous approval.</li> </ul>
<ul style="list-style-type: none"> <li>◦ Board Responsibilities:</li> </ul>	

Agenda	Minutes
<ul style="list-style-type: none"> <li>■ Discussion on the Director Evaluation.</li> <li>■ Discussion on revision of bylaws.</li> <li>■ Update on potential new board members.</li> <li>■ Action: Vote on potential new board members, Nate Cooper.</li> <li>■ Discussion about compliance with the Brown Act.</li> <li>■ Discussion on board roles and the responsibilities of our board versus that of staff members.</li> <li>■ Discussion of Board Goals and Objectives for the 2013/2014 School Year.</li> </ul>	<ul style="list-style-type: none"> <li>•Discussion on Director Eval: Review of the milestones in July or August, look at budget to actuals, and go over required duties in the Director Contract. Danielle will draft the director evaluation and go over it with Christine.</li> <li>•Discussion on bylaws revision: Bylaws need to be cleaned up. Christine needs to be referred to as the “Director.” Board members need to be referred to as “Board Members.” Pattric will do an edit on the bylaws.</li> <li>•Discussion on potential new board members: Nate Cooper is interested in being a board member. It would be good to find someone affiliated with Scripps and the Port of San Diego. We are still finding out about if Cheryl Peach is interested. We’re also thinking about seeing if she would be interested being an Advisor to the Board.</li> <li>•Action: Stephen Rosen motions to approve Nate Cooper for a board position, Pattric seconds, and all approve unanimously.</li> <li>•Discussion about the Brown Act. We went over the Charter Schools Development Center document and discussed Brown Act compliance.</li> <li>•Discussion on board roles and responsibilities versus that of staff. <ul style="list-style-type: none"> <li>- Discussion on board terms: Currently Danielle, Lisa, and Pattric terms end this year. Pattric is going to stay on for another year.</li> <li>-Action: Stephen moves to extend Pattric’s board seat until December of 2014, Danielle seconds, Lisa approves, and Pattric abstains.</li> <li>- Discussion of Lisa’s term: Lisa’s seat is coming to term. Teachers interested in coming onto the board spoke with Lisa and have had the opportunity to show up to board meetings. <ul style="list-style-type: none"> <li>- Lisa will followup with the teachers about the teacher seat.</li> </ul> </li> <li>- Discussion of Danielle’s term: <ul style="list-style-type: none"> <li>- Action: Pattric moves that we move Danielle’s term to the open 2014 slot, Stephen seconds, all approve unanimously.</li> </ul> </li> <li>- Discussion: Currently we have two board openings.</li> <li>- Discussion on Board member vs. staff roles. Parent board member meets with Christine and parents when the need arises.</li> <li>- Discussion of Board Goals and Objectives for the 2013/2014 School Year. <ul style="list-style-type: none"> <li>- Revisit list of policies and procedures, and make a list of those policies and when we’ve approved them.</li> <li>- Also have a list of Board Resolutions. <ul style="list-style-type: none"> <li>- Pattric will look into the difference between Board Resolutions and actions, if there is one.</li> </ul> </li> <li>- Danielle will draft the board goals for the next meeting.</li> </ul> </li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>○ Director’s Update</li> </ul>	

**Innovations Academy Special Meeting: September 29, 2013 @ 10:00 AM**

<b>Agenda</b>	<b>Minutes</b>
<ul style="list-style-type: none"> <li>■ Update on new staff role (part teacher/admin).</li> </ul>	<ul style="list-style-type: none"> <li>•Discussion: Currently Tony and Jenny have a shared teaching position so that Tony can get some administrative training from Christine.</li> </ul>
<ul style="list-style-type: none"> <li>• Schedule next board meeting:</li> </ul>	<ul style="list-style-type: none"> <li>•Discussion: Next meeting is on October 30th at 6:30pm at IA.</li> </ul>
<ul style="list-style-type: none"> <li>◦ <a href="#">Consult board calendar</a></li> </ul>	
<ul style="list-style-type: none"> <li>• Action items to check on/discuss for next time:</li> <li>• Check on action items from the last meeting</li> <li>• New action items</li> </ul>	<ul style="list-style-type: none"> <li>Find out what the difference is between board resolutions versus actions.</li> <li>•Patric to do a revision of the Bylaws and update the policies and approvals document.</li> <li>•Danielle to draft the director eval, board resolution/ major events doc, and board goals.</li> <li>•Christine to find out from Wendy at Cooperative Charter about how they bring on new principals. Is it that the board votes on the highest up employee and then that person hires out from there?</li> <li>•Vote on new board members.</li> </ul>
<ul style="list-style-type: none"> <li>• Adjourn Meeting:</li> </ul>	<ul style="list-style-type: none"> <li>•Adjourned at 1:56pm.</li> </ul>