

**GOLDEN VALLEY CHARTER SCHOOL OF SACRAMENTO  
BOARD OF TRUSTEES  
Regular Meeting**

Tuesday, January 19, 2016  
4:30 p.m.

6550 Filbert Avenue  
Orangevale, CA 95662  
Orchard School, Room 9

*MINUTES*  
OPEN SESSION

1. **Call to Order:** Meeting was called to order at 4:35pm.
2. **Roll Call: Board Members Present:** Joanne Ahola; Jodi Begley; John Hanafee, Chair; Allyson Jakubicka (arrived 4:37); Becky Page (arrived 4:41); Zachary Phillips; Sarah Sullivan; Ryan Sutton; Eric Walder. **Board Members Absent:** None **Guests:** John Baker, G'anna Burke, Amala Easton, Carol Evans, Susan Gutierrez, Nicole Grant, Susan Lang, Marlene Laughter, Deborah Lenny, Liz Litsas, Stephanie Lorenz, Lorena Neira de Jividen, Tavia Pagan, Lee Pope, Becky Schwartz, Andy Silvert, Paula Watson, Marnie Whitworth.
3. **Flag Salute/Quote/Moment of Silence:** On the occasion of January 19, Debi read a quote by Robert Maynard Hutchins: "The object of education is to prepare the young to educate themselves throughout their lives."
4. **Public Comment:** There were no public comments.
5. **Minutes:** December 15, 2015 Regular minutes and January 12 Special minutes were approved. (Ayes: 7, Noes: 0, Abstained: 0)
6. **Executive Director Report:** Executive Director presented items of interest to the Board. The Alliance conference was well attended, and Keynote Speaker, Jack Petrash, was excellent. (*Attachment*)
7. **Chief Operating Officer Report:** Chief Operating Officer (COO) presented items of interest to the Board. He will meet with David Burke tomorrow to discuss the possibility of using one of the portables at Orchard School for either office space or specialty classes. Debi Lenny announced that a proposal to update employee benefits will be brought to the Board next month. (*Attachment*)
8. **Financial Report:** COO reported that River School is trending above average for attendance while Orchard School is trending below. The report is showing additional net income because enrollment is 19 higher than projected and because the grant money from last year moved over to this year. There are no plans to touch the line of credit. The Finance Committee did not meet because of the special Board meeting. The committee is in need of more members.

9. **First Interim Financial Report to San Juan Unified School District:** COO reported that the report was not brought to the Finance Committee or the Board prior to being submitted because of the timing. He suggested a special session to educate about the report because it is complex. February 2 is the deadline for the district's response to the report. Young, Minney & Corr requested that COO seek the Board's post facto approval of Interim Financial Reports. Board approved the First Interim Financial Report to San Juan Unified School District (SJUSD). (Ayes: 9, Noes: 0, Abstained: 0)
10. **Board of Trustees Bylaws Changes:** The Board approved the changes to the Bylaws which were presented at the last meeting. (Ayes: 9, Noes: 0, Abstained: 0)
11. **Board of Trustees Appointment:** There were no appointments.
12. **Finance Committee Appointments:** There were no appointments.
13. **Certificated Salary Schedule:** An increase in the rate of pay for substitute teachers was proposed. An increase to \$20 per day would be effective immediately to make Golden Valley more competitive with districts and other charter schools. The possibility of a permanent sub is being considered. PTO will be discussed at the February meeting and voted on in March. The increase in the pay rate for substitute teachers was approved by the Board. (Ayes: 9, Noes: 0, Abstained: 0)
14. **School Calendar for 2016-17:** The 2016-17 School Calendar was reviewed. Our calendar nearly matches the SJUSD schedule. The calendar includes all the days that teachers are contracted to work, including Open Houses and Spring Concerts, which have dates to be announced. Debi would like our calendar to be made available earlier next year and to ultimately issue it on a three-year cycle as SJUSD does.
15. **Charter Management Organization (CMO) Formation:** Monica Eisel facilitated the discussion of CMO Formation. Her agenda consisted of the following: Welcome and review, Explanation of the process, Divide into two teams—one to brainstorm skills and one to organize the process and timeline, Reporting out by the teams, and Next steps/Wrap up. Monica explained that the Transition Change Management (TCM) Plan may be considered outside of the Board meetings by a smaller group.

The process/timeline team developed the following process: Determine how many people we are hiring; incorporate lessons learned from hiring Nicole Grant and John Baker; create a hiring committee which determines the interview process; research competitive salaries (Finance Committee); research how to best find candidates (Human Resources); formulate a communications plan and bring to Board for approval; determine how candidates are vetted; formulate a plan in case a suitable candidate is not found; make a job offer and draft contract; introduce, train and orient hiree who will ultimately work with an advisory group; and determine appropriate probationary process. Monica requested that names and dates be assigned to the items. It was agreed that researching salaries and markets could begin now. Formation of Hiring Guidance Committee will be on the agenda for the next Board meeting.

The skills team was asked to consider what we are hiring for and to list technical and behavioral skills and group them together. The group came up with three categories of qualities that were categorized as Organizational Leader, Instructional Leader, and Business Leader. It was agreed that all needed strong leaderships communication, management and people skills, and a commitment of joyful service. It was not determined what qualities were indispensable for each category or what the hierarchy would be for the three categories. Questions were raised about numbers of years of experience required and about contingency plans. The meeting next week will focus on skills. For the next meeting, Monica asked all to envision the ideal hierarchy.

**16. Recitation of the Motto of the Social Ethic:**

*The healing social life is found  
When in the mirror of each human soul  
The whole community finds its reflection,  
And when, in the community,  
The virtue of each one is living.*

**17. Meeting was adjourned at 7:32 pm.**

Respectfully submitted by: Susan Lang.

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John Hanafee, Board Chair

Date