

Larchmont Charter Schools
MINUTES
Regularly Scheduled Board of Directors Meeting
1265 N Fairfax Avenue
West Hollywood, CA 90046-5205
June 7, 2011

OPEN SESSION

- The meeting was called to order at 6:19 P.M. by Danny Corwin, Chair.
- Names with “X” indicates present:

Board of Directors:			
Dragon, Kriste	X	Loeb, Gabi (Treas)	X
Straub, Gene	X	Wright, Richard	X
Lee, Susan	X	Young, Amber	X
Cade, Carl	X	Lara, Alicia	X
Corwin, Danny (Chair)	X	Jaeger, Nicole	X
Francis, Marya (Sec)	X	Hutchinson, Rebecca	X

Larchmont Schools & ExED Staff:			
Brian C. Johnson (Executive Director)	X	Kristin Droege (LCW Principal)	X
Dolores Patton (LCS – Head of Elementary School)		Graham Dye (ExED)	X
Myra Salinas (Assist Principal)	X	Rebecca Bailey (Deve. Associate)	X
Rick Esquivel (LCS – Head of Middle School)	X	Margaret Winnen (Business Manager)	X
		Mott Smith (Civic Enterprises)	X

- **Quorum:** Yes
1. **Closed Session** (6:19-6:41)
 2. **Public Comment**
 - There was no public comment.
 3. **Approval of the May 11, 2011 and December 7, 2010 Minutes**
 - Alicia Lara motioned to approve the May 11, 2011 and revised December 7, 2010 minutes; Gene Straub seconded. The minutes were approved.
 4. **Facilities Update**
 - Mott Smith presented the Facilities Presentation, which reviewed the LCS Elementary School facilities needs and high school needs.
 5. **School Updates**
 - **LCW**
 - Kristin noted that the WASC accreditation center recently visited LCW.
 - **LCS Middle School**
 - Rick noted that the middle school recently held its Rock Concert and that the middle school just hired three new employees who will be joining the school this coming fall.
 - **LCS Elementary School**
 - Myra stated that the elementary school will be holding a 5th grade step up ceremony at the middle school.
 6. **Public Comment**
 - LCW parent Kimberly Canter noted her concern over not prioritizing a full K-5th grade site for Larchmont Charter School-West Hollywood.
 7. **Finance**
 - Brian presented the Development Update.

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- Graham Dye presented the April 2011 CAO, LCS and LCW Income Statements, Cash Flow Analyses, Balance Sheets, Check Register and Monthly Fundraising Report to the Board.
 - Gabi motioned to approve the April 2011 CAO, LCS and LCW Income Statements, Cash Flow Analyses, Balance Sheets, Check Register and Monthly Fundraising Report; Richard seconded. The April 2011 financials were approved unanimously.
 - Brian presented the 2011-2012 budgets, noting that the ExED cost increased because while the per pupil cost is the same, the number of Larchmont Schools pupils will increase for the 2011-2012 year.
 - Richard motioned to approve the 2011-2012 budgets and ExED contract; Susan seconded. The 2011-2012 budgets were approved unanimously.
 - Brian stated that the enrollment information listed in the ConApp Part 1 is correct and is the same enrollment information that the Board has been presented with in previous months.
 - Carl motioned to approve the ConApp Part 1; Nicole seconded. The ConApp Part 1 were approved unanimously.
 - Margaret noted that the main changes to the Finance Policies and Procedures Handbook were updated to current procedures and were clarified to state exact expectations added to the Finance Policies and Procedures in order to meet ExED regulations.
 - Gene motioned to approve the Finance Policies and Procedures; Richard seconded. The Finance Policies and Procedures were approved unanimously.
- 8. Approve LCS and LCW school calendars for 2011-2012**
- Brian presented the school calendars and school calendar overview, noting that the school calendars are very similarly aligned to the LAUSD calendar.
 - Nicole motioned to approve the LCS and LCW school calendars for 2011-2012; Susan seconded. The LCS and LCW school calendars for 2011-2012 were approved unanimously.
- 9. Approve HR Policies**
- Richard motioned to approve the HR Policies; Carl seconded. The HR Policies were approved unanimously.
- 10. Approve Board calendar for the 2011-2012 year**
- Gene motioned to approve the calendar for the 2011-2012 year; Carl seconded. The calendar for the 2011-2012 year was approved unanimously.
- 11. Update on Founding Parents**
- Brian noted that the level of interest in becoming Founding Parents at LCS has been much larger than expected and that in order to operate with the most fair and most clear system, he is postponing any decisions on Founding Parents until the fall of 2011.
- 12. Public Comment**
- An LCW parent thanked the Board for acknowledging his questions about the Brown Act at a previous Board meeting and for developing the Brown Act One Sheet.
- 13. Executive Director Comments-** there were none.
- 14. Board Chair Comments**
- Susan presented the Executive Director job description to the Board and reviewed the initial Board Search Committee Executive Director process.
- 15. New Business**
- There was no new business.
- 16.** The meeting was adjourned at 9:45 P.M.