

**REGULAR MEETING OF THE GOVERNING BOARD
TRACY LEARNING CENTER**

DATE: Monday – September 9, 2019

PLACE: Tracy Learning Center
51 E. Beverly Place – **Room M-109**

TIME: 6:00 PM Open Session

Minutes

1. **Call to Order:** 6:02pm

2. **Roll Call- Establish Quorum**

Board: Mike Souza, Kim Kerr, Tracy Williams, Linda Wilcox, Kerry Johnson, Tim Murray, Jeff Bordes, Amber Herrera (absent), Juliana Lanier
Staff: Virginia Stewart, Michael Gomar

3. **Approve minutes of the June 10, 2019 meeting**

[Attachment 1](#)

3.1. Action: KJ Motion: KK Second: Vote: 6 Yes: 0 No: Absent: Abstain
Minutes are public information and available for review in the Financial Director's office during regular school hours.

4. **Hearing of Delegations:** Anyone wishing to address the board on a non-agenda item may be heard at this time. Presentations are not to exceed five minutes. A speaker's card must be filled out in advance and given to the board President.

5. **Directors Report**

The two Learning Directors from the High School, Mr. Saldate and Ms. Griffin presented the up to date report on the action plan for the high school. They highlighted things going well, things they are working to improve and some concerns they wish to continue to look to improve. The Board was impressed with the tightness of the expectations and the work the leaders are doing.

Mrs. Stewart talked about the first two seminars involving math and English. She asked Mrs. Woods to explain how substitutes were utilized for this event.

Mrs. Stewart talked about the importance of tight expectations and referred to George Hepner to explain what was happening in his leadership training group. He talked about their action plans as part of shared leadership.

Mrs. Stewart referred to the first round of discussion about SARCs for the schools and Mrs. Woods said that they would be finished in February.

Kerry Johnson asked a question about preschool and the debt it has based on the unaudited actuals. Mrs. Stewart answered and said that she was asking for a committee from the board to help her decide on the fate of the preschool. Kerry volunteered, so did Juliana Lanier. Mike appointed Linda Wilcox as the third member. Virginia pointed out the aspects that needed review: could the preschool recover from five years of negative balances, what about the cost of the property, how did we deal with teacher salaries that are higher than any preschool around, would expanding the license for more students help or cause a need for more staff, and should the preschool continue after these five years or end? She explained that the way the budget and expenses were done for this school was different than the other charters and had caused some serious confusion on her part.

6. Consent Items

Actions proposed for consent are consistent with approved charter practices and are deemed routine in nature. Board members receive agenda background in advance of scheduled meetings and are prepared to vote with knowledge on the consent items.

6.1 Recognition of donations up to date

[Attachment 2](#)

6.2 Review of Financials for June 2019

[Attachment 3](#)

Action: KJ Motion: KK Second: Vote: 7 Yes: 0 No: Absent: Abstain

7. Action Items

7.1 Reorganization of the Tracy Learning Center Board for 2019-20

Accept nominations for Board President and Elect (KK nominates MS, JL seconds)

The Board elected Mike Souza as President.

Action: KK Motion: JL Second: Vote: 7 Yes: 0 No: Absent: Abstain

7.2 Accept nominations and elect Tracy Learning Center Vice President (KK nominates KJ, JL seconds)

Kerry Johnson was elected as the Vice President.

Action: KK Motion: JL Second: Vote: 7 Yes: 0 No: Absent: Abstain

7.3 Review and approve the 2018-19 Unaudited Actuals for Pre-School, Primary, Discovery and Millennium

Action: KJ Motion: KK Second: Vote: 7 Yes: 0 No: Absent: Abstain

7.4 Approval of the Millennium High School Course Catalog 2019-2021(add MHS on Art course)

Questions were asked about Integrated science and Geography which were not labeled as MHS courses.

Action: KJ Motion: TW Second: Vote: 7 Yes: 0 No: Absent: Abstain

- 8. Board Reports:** An opportunity for board members to discuss items of importance or interest regarding the Charter.

Status of Policy and Evaluation Time Line for Executive Director – Mike Souza explained that the committee had sent on a draft of a policy for reviewing the executive director. He said that he sent it to Virginia, who sent it to the attorney who had been in contact with him. He sent the questions the attorney had to the committee and asked that we have a closed session to talk to the attorney about the draft by phone. It is planned for 5PM on the next board meeting date.

Board members who would like report on their SIC committee meetings. – No report

Homecoming Judges (Mike, Kim, Jeff)

- 9. Board Meeting Calendar**

September 9, 2019 (MHS Leadership & Highlights)

October 14, 2019 (Primary Highlights)

November 2019 – (No Meeting)

December 9, 2019 (Discovery Highlights)

January 13, 2020 – (Counselor Report MHS/DCS)

February 10, 2020 – (Athletics and Activities)

March 9, 2020 – (Staffing needs)

April 2020 – (No Meeting)

May 11, 2020 – (LCAP & Budgets)

June 8, 2020 (Graduates)

- 10. Upcoming Events**

Homecoming Spirit Week: September 23 – September 27

Homecoming Rally: Monday September 23, 2019 at 10:00AM
Homecoming Parade: Wednesday September 25, 2019 (Staging @ 2:00PM / Step off @ 3:00PM)
Haunted High: (tentative date) Thursday October 24, 2019 or Saturday 26, 2019 (TBD)
Fall Semester Nest Reward Day: Friday November 22, 2019
Winter Spirit Week: Monday December 2, 2019 –Friday December 6, 2019
Winter Sports Rally: Friday December 6, 2019 at 10:00AM
MHS Graduation Date: Friday May 22, 2020 (at Holy Family Center)

11. Adjourn: 7:18pm

Mike Souza, President

Date