



Collegiate Charter High School of Los Angeles
Board Meeting Minutes
July 16, 2015

A meeting of the Directors of Collegiate Charter High School of Los Angeles ("Collegiate" or "Collegiate Charter High School"), an approved charter school under the Laws of the State of California, was held at 250 E. 1st Street, Los Angeles, CA.

The approved number of Directors of the Board is 7.

There were present the following 4 Directors representing a quorum: Gary Fraser, Peter Hennessy, Jimmy, and Sudhir Lay Burgaard. Vanessa Jackson and Megan Bakke from Collegiate Charter High School and Shawn Rubin and Samira Estilai from ExED were also in attendance.

1. Call to order.

Dr. Fraser called the meeting to order at 7:20 pm.

2. Approval of the Meeting Minutes from the June 18, 2015 meeting

RESOLUTION #1:

There being no discussion, and upon motion duly made and seconded it was

RESOLVED: To approve the minutes of the June 18, 2015 meeting of the Collegiate Charter High School Board of Directors as presented.

Moved: Peter Hennessy
Seconded: Jimmy Abarca

Ayes: 4
Nays: 0
Abstained: 0

3. Approval of the Meeting Minutes from the June 26, 2015 meeting

RESOLUTION #2:

There being no discussion, and upon motion duly made and seconded it was

RESOLVED: To approve the minutes of the June 26, 2015 emergency meeting of the Collegiate Charter High School Board of Directors as presented.

Moved: Peter Hennessy
Seconded: Jimmy Abarca

Ayes: 4
Nays: 0
Abstained: 0

4. Public Comment

No members of the public were present.

5. Line of Credit

RESOLUTION #3:

Ms. Bakke presented the application and terms for Collegiate to apply for a line of credit with a bank. This will enable Collegiate to purchase materials on credit through companies that do not use purchase orders. After discussion, upon motion duly made and seconded it was:

RESOLVED: To apply for a line of credit for Collegiate Charter High School of Los Angeles.

Moved: Jimmy Abarca
Seconded: Sudhir Lay Burggaard

Ayes: 4
Nays: 0
Abstained: 0

6. Authorization to apply for line of credit with Synchrony Bank

RESOLUTION #4:

After discussion, upon motion duly made and seconded it was:

RESOLVED: To authorize Vanessa Jackson to apply for line of credit with Synchrony Bank.

Moved: Sudhir Lay Burggaard
Seconded: Jimmy Abarca

Ayes: 4
Nays: 0
Abstained: 0

7. 990 Policy

RESOLUTION #5:

Ms. Rubin presented the 990 policies and explained the necessity of having these policies in place as an operating California public charter school with sound fiscal practices and controls. After discussion, upon motion duly made and seconded it was:

RESOLVED: To adopt the 990 Policies as presented.

Moved: Sudhir Lay Burggaard
Seconded: Peter Hennessy

Ayes: 4
Nays: 0
Abstained: 0

8. Independent Study Policy

RESOLUTION #6:

After discussion, upon motion duly made and seconded it was:

RESOLVED: To adopt the Independent Study Policy as presented.

Moved: Jimmy Abarca
Seconded: Sudhir Lay Burgaard

Ayes: 4
Nays: 0
Abstained: 0

9. Approval of SDI Form

RESOLUTION #7:

After discussion, upon motion duly made and seconded it was:

RESOLVED: To authorize Dr. Fraser and Ms. Jackson to sign the SDI form for submission.

Moved: Jimmy Abarca
Seconded: Peter Hennessy

Ayes: 4
Nays: 0

10. Authorization for ED to execute a copier contract (>\$10,000)

RESOLUTION #8:

After discussion, upon motion duly made and seconded it was:

RESOLVED: To authorize Ms. Jackson to execute a copier contract for the 2015-2016 school year that exceeds \$10,000.

Moved: Sudhir Lay Burgaard
Seconded: Jimmy Abarca

Ayes: 4
Nays: 0

11. Credit card application authorization

RESOLUTION #9:

After discussion, upon motion duly made and seconded it was:

RESOLVED: To authorize Vanessa Jackson to apply for a credit card for Collegiate Charter High School.

Moved: Sudhir Lay Burgaard
Seconded: Peter Hennessy

Ayes: 4
Nays: 0

12. Declaration of Need

RESOLUTION #10

:

After discussion, upon motion duly made and seconded it was:

RESOLVED: To adopted a declaration certifying that there is an insufficient number of certificated persons who meet Collegiate Charter High School of Los Angeles' specified employment criteria for the position(s) listed on the attached Declaration of Need form.

Moved: Sudhir Lay Burgaard
Seconded: Peter Hennessy

Ayes: 4
Nays: 0

13. New business

RESOLUTION #11

After discussion, upon motion duly made and seconded it was:

RESOLVED: To adopt the revised Employee Policies Handbook, as presented.

Moved: Sudhir Lay Burgaard
Seconded: Peter Hennessy

Ayes: 4
Nays: 0

RESOLUTION #12

After discussion, upon motion duly made and seconded it was:

RESOLVED: To authorize Executive Director Vanessa Jackson to change the corporate address of Collegiate Charter High School from 1522 Amherst Avenue #302 Los Angeles, CA 90025 to 312 N. Record Avenue, Los Angeles CA 90063.

Moved: Peter Hennessy
Seconded: Jimmy Abarca

Ayes: 4
Nays: 0

Respectfully submitted,

Sudhir Lay Burgaard, Secretary
