

*CORE Placer*

**Agenda Item G1**

TO: Board of Directors

FROM: Dr. David E. Guthrie, Advisor to the Board

DATE: March 10, 2010

ITEM: **2<sup>nd</sup> Interim Report (discussion/action)**

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**Background:**

Charter schools must submit periodic financial reports to their sponsors so they can determine the financial health and viability of their charter schools. This Interim Report fulfills the financial reporting and accountability provisions contained in AB1137. The financial reporting and analysis is presented 4 times during the fiscal year; Budget Adoption (by June 30), First Interim (by December 15), Second Interim (by March 15), and Unaudited Actuals (by September 15). The financial information contained in these reports is assembled to evaluate the financial health of the School. Moreover, the Second Interim Report provides an update about the School's financial status as of January 31, 2010 with revisions since the cutoff date.

**Current Consideration:**

The enclosed 2009/10 Second Interim Report shows a positive financial profile. From our analysis, the School continues on its course as an ongoing and viable concern that has sufficient reserves and excess funds from operations allowing the School to respond effectively as a new developing school. The Report demonstrates the School is financially sound and will be able to declare a "positive certification" for this reporting period based on the School's financial information from the financial system. Forecasting shows the School will remain financially stable and emerging from deficit spending notwithstanding the impact of the State's budget reflecting the current economic downturn.

**Financial/Educational Impact:**

None.

**Recommendation:**

The Board of Directors approve the 2009/10 Second Interim Report.

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**Agenda Item G2**

TO: Board of Directors

FROM: Jan Jablecki, Executive Director  
Sandy Shea, School Director  
Dr. David E. Guthrie, Advisor to the Board

DATE: March 10, 2010

ITEM: **Budget Workshop (discussion/action)**

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**Background:**

The budget development workshop provides an opportunity for Board members and the community to acquaint themselves with the budget development process, projections, the State's economy and demographics, and charter school funding that directly affects the CORE Placer's budget for the upcoming and succeeding fiscal years. The workshop serves as a forum to discuss the current state of the budget and impact on future budgets from such issues as the Governor's initiatives to eliminate the structural deficit through program cuts and raising taxes. The workshop also allows participants to provide input for the budget's direction consistent with the Program's vision, mission, goals, and objectives.

**Current Consideration:**

The workshop sets the tone and direction for next year's budget development and presents information about budget projections for 2010/11 fiscal year. This forum allows deliberation and generation of ideas to develop a budget aligned with Program values tempered by the realities and constraints of public school finance. It is certain the Program's current, fiscally sound budget establishes a solid foundation and platform for next year's budget despite the State's fiscal crisis.

**Financial/Educational Impact:**

None.

**Recommendation:**

The Board of Directors conduct a Budget Workshop.

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**Agenda Item G3**

TO: Board of Directors  
FROM: Sandy Shea, School Director  
DATE: March 10, 2010  
ITEM: **Policies – NEW (discussion/action)**

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**Background:**

The Policy/Administrative Regulation manual was updated in 2009 by Casey and Associates. The contents are regularly reviewed and areas are identified where staff feel it is in the school's best interest to add, delete or revise policy. Policy is approved by the Board of Directors.

**Current Consideration:**

The School Directors have noted that the current manual no longer contains a Policy on Discipline for students. It is felt that we need such a Policy, which is being presented.

In addition, research has identified that it is best practice to have a Policy regarding students' use of internet when supervised by our schools. That Policy has been developed and is also presented.

**Financial/Educational Impact:**

None

**Recommendation:**

The Board of Directors approve both the Discipline and Student Internet Use and Monitoring policies, as presented.

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**Agenda Item G4**

TO: Board of Directors

FROM: Sandy Shea, School Director

DATE: March 11, 2010

ITEM: **Resolution: Retirement Incentive Program (discussion/action)**

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**Background:**

The Board of Directors approved the Retirement Incentive Policy in August, 2009.

**Current Consideration:**

The California funding crisis has made it necessary to consider the possibility of offering the Retirement Incentive for qualified employees.

**Financial/Educational Impact:**

Hugh Casey will present the analysis of the financial impact at the Board meeting.

**Recommendation:**

The Board approve initiation of the Retirement Incentive Program for the allotted period of time.

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**Agenda Item G5**

TO: Board of Directors

FROM: Sandy Shea, School Director

DATE: March 11, 2010

ITEM: **Strategic Planning Date(s) (discussion/action)**

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**Background:**

Each year, CORE @ The Camptonville's Board of Directors conducts Strategic Planning, which allows for a review and evaluation of the past year's accomplishments, and the identification of areas to be addressed for the coming year.

**Current Consideration:**

Board members from CORE Placer, Inc. will be invited to attend the Strategic Planning session. A date agreeable to all participants needs to be set for this important and valuable collaboration. Last year's session was conducted in August.

**Financial/Educational Impact:**

None.

**Recommendation:**

The Board of Directors discuss participation and identify possible dates.

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**Agenda Item G6**

TO: Board of Directors

FROM: Sandy Shea, School Director

DATE: March 11, 2010

ITEM: **Board Resignation: Dean Forman (discussion/action)**

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**Background:**

Dean Forman has served on the CORE Placer, Inc. Board of Directors as both a member and Board President.

**Current Consideration:**

Mr. Forman has been successful in getting sponsorship for a new school and will be leaving our Board to provide leadership to that school. His resignation is provided.

**Financial/Educational Impact:**

None.

**Recommendation:**

The Board of Directors approve the resignation as presented.

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**Agenda Item G7**

TO: Board of Directors  
FROM: Sandy Shea, School Director  
DATE: March 11, 2010  
ITEM: **Certificated Personnel Changes (discussion/action)**

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**Background:**

The School Director has been a 100% employee and the High School Counselor has been a 60% employee for the past three (3) years.

**Current Consideration:**

The School Director requests a reduction to 80% employment, for the 2010/2011 school year. The current High School Counselor is retiring. The School Director proposes that the new position be one FTE, as follows:

- HS Counselor at 50%
- Lead Teacher at 30%

**Financial/Educational Impact:**

There is a slight cost savings; accurate numbers will be presented at the Board meeting.

**Recommendation:**

The Board of Directors considers and approves the proposed staffing change for the 2010/2011 school year.

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**Agenda Item G8**

TO: Board of Directors  
FROM: Sandy Shea, School Director  
DATE: March 11, 2010  
ITEM: **Job Descriptions (discussion/action)**

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**Background:**

CORE @ The Camptonville Academy established job descriptions for both High School Counselor and Lead Teacher positions. These were also approved for CORE Butte Charter School and CORE Placer Charter School.

**Current Consideration:**

There is a need for CORE Placer Charter School to amend the established job descriptions to accommodate staffing changes for 2010/2011.

**Financial/Educational Impact:**

None.

**Recommendation:**

The Board of Directors review and approve the updated job descriptions for High School Counselor and Lead Teacher, for CORE Placer Charter School.