

**AGENDA**  
**THE MEETING OF**  
**THE BOARD OF TRUSTEES OF**  
**SYCAMORE CREEK COMMUNITY CHARTER SCHOOL**  
**May 9th, 2019 7pm**  
**5702 Clark Drive, Room 5**  
**Huntington beach, CA 92649**  
 (A California Non-Profit Public Benefit Corporation)

1. CALL TO ORDER;
2. TRUSTEES PRESENT/ABSENT;
3. AGENDA;
4. APPROVAL OF SCCCS REGULAR BOARD MINUTES from April 11th, 2019 and of SPECIAL BOARD MINUTES from May 1st, 2019.
5. PUBLIC COMMENTS;
6. PRESENTATION from RED HOOK DEVELOPERS;
7. COMMITTEE UPDATES;
  - A. SELPA: Current applications and status.
  - B. FACILITIES: Discussion about Prop 39 offer and status.
  - C. FUNDRAISING/EVENTS: Discussion about upcoming plans.
  - D. PUBLIC OUTREACH: Discussion about streamlining our processes and working in our new volunteers.
  - E. HIRING: Recommendation for Board to confirm Dr. Sarah Bach as Executive Director. Other interviews being scheduled.
  - F. FUNDING: Status of CDE and ORI filings.
  - G. MOU: Completed items and current to-dos.
  - H. GRANTS: Filed and pending statuses.
  - I. WEBSITE: Latest meetings, modifications and needs.
  - J. CALENDAR: School calendar roughly set. Working on events/festivals.
  - K. ENROLLMENT: Current applicant totals and class disbursement.

8. PRESIDENT’S REPORT;
  - A. Financial Update; Current holdings including recent fundraisers and payments.
  - B. Loan update
  - C. Update about applying for Insurance(s).
  
9. CHANGES TO THE BOARD OF TRUSTEES;
  - A. Resignation of Nancy Mitchell,
  - B. Discussion and Potential new members,
  
9. OLD BUSINESS; Draw terms of service for Board Members.
  
10. BOARD/BROWN ACT TRAINING;
  - A. Upcoming opportunities: Via Young, Minney & Corr: San Diego, Thursday, May 9, 2019 10:00 a.m. - 3:00 p.m. <https://youngminneycorrllp.regfox.com/2019-charter-leadership-forum-san-diego>. And CHARTER LEADERSHIP FORUM, Los Angeles, Friday, May 10, 2019 10:00 a.m. - 3:00 p.m. <https://youngminneycorrllp.regfox.com/2019-charter-leadership-forum-los-angeles>. Both are \$250 per attendee. EdTec has waived the fee for the Friday event and Dr. Bach is attending. Discussion of remaining board members who need to attend or complete online training and our budget for this.
  - B. In House:
  
11. UPCOMING CALENDAR;
  - A. Next Regular Board of Trustees Meeting TBD:
  - B. Remaining Enrollment/Outreach dates and details:
  - C. Other:
  
12. ADJOURNMENT;

## Notice of Hiring:

After careful consideration the hiring committee has decided to put forth Sarah Bach PhD as our Executive Director. Her qualifications pertaining to the MOU, “knowledge and experience or familiarity and evidence of coursework and/or specialized training in special education, IDEA, Section 504 and ADA requirements”. She has gained knowledge and experience with the following coursework. She has also gained experience and familiarity in her current position, as Director of Linden Tree Learning, working with children with IEP’s, and their teachers to implement IEPs at the enrichment program. She continues to gain expertise in this arena and has been instrumental in applying for Sycamore Creek’s SELPA membership. She also can largely be credited for the formation of SCCCS and writing its petition.

### **Sarah has completed the following coursework in 2018:**

#### CDE 135 Introduction to Children with Special Needs

Student Learning Outcomes:

Students who complete this class will be able to: 1. Recognize various exceptionalities and conditions of children and identify the best interventions for them based on the developmental continuum. 2. Evaluate the role of history and society in shaping current policies related to best practices of inclusion and serving children with special needs. 3. Collaborate with families and community members in supporting inclusion of children with special needs.

Course Objectives: In this course, students will: 1. Describe the sequence of development and the interrelationships among developmental areas. 2. Examine the key contributions of developmental theorists, advocates and legal decisions in influencing best practices in early childhood special education. 3. Identify community resources that meet the needs of children with special needs and their families. 4. Explain various strategies that support collaborative practices in promoting the optimal development of children within the context of their family and community. 5. Summarize the steps in the referral process including observation, documentation, screening, and assessment. 6. Identify the benefits of using a strength-based approach in working with children with special needs and their families.

#### CDE 140 Curriculum and Strategies for Children with Special Needs

Student Learning Outcomes Upon completion of this course student will be able to:

1. Evaluate program, educational and professional policies, based on special education laws and evidence-based practices. 2. Design and implement curriculum strategies based on children’s individualized needs in inclusive and natural environments. 3. Advocate for effective partnerships with families, interdisciplinary team members, and community resource specialists.

Course Objectives In this course students will:

1. Explain current special education laws and their impact on early childhood practice. 2. Describe strategies that support the central role of families and their collaborative partnerships with team members and community professionals. 3. Demonstrate knowledge of reflective practice, cultural responsiveness, confidentiality, and professional practices when working with colleagues, children and families. 4. Practice various formal and informal observation and assessment procedures used to

guide identification and intervention decisions. 5. Identify curriculum, environment and natural learning opportunities to meet individualized needs, outcomes, and goals of young children and families. 6. Design modifications and accommodations based on observation, evidence-based practices, and legal requirements to support children's development.

**The following is in progress:**

CDE 261 Challenging Behaviors

Children's developmentally appropriate behaviors, challenging behaviors, and various influences on both. Strategies to make positive change, the connection of children's social and emotional development to their success in the classroom, and influences on children's behavior including teachers' own perceptions, experiences, and behaviors are explored.

**She plans to take the following course which begins in August of 2019:**

CDE18 Exceptional Children

An introduction to special education for K-12 students. Offers a survey and study of various characteristics of exceptional children. The primary focus will be on the categories of children with disabilities, but will include children at risk, and children from culturally diverse backgrounds. DS5 (formerly CDE 118).

In August Sarah will be also be taking (through LACOE charter) SELPA Professional Development training in Administrative Designee: The Art of Facilitating IEP Meetings.

Her contact information is:

Phone: 949-648-3658

Email: sarah.c.bach@gmail.com

(She will be receiving a sycamore email address soon.)

I will continue to serve as the primary contact and lead for Sycamore until Dr. Bach fully transitions in to the position over the summer.

Regards,  
Amy Green-Bosinoff  
Current President

MINUTES  
 THE MEETING OF  
 THE BOARD OF TRUSTEES OF  
 SYCAMORE CREEK COMMUNITY CHARTER SCHOOL  
 5702 Clark Drive, Room 5  
 Huntington Beach, CA 92649  
 April 11th, 2019 7pm  
 (A California Non-Profit Public Benefit Corporation)

1. CALL TO ORDER; 7:08pm
2. TRUSTEES PRESENT; Carol Ann Soltz, Angelique Bonca, Vyctoria Luong, Alisha Walker. ABSENT; Nancy Mitchell.
3. AGENDA; Motion to accept Vyctoria Luong, seconded by Carol Ann Soltz, passed unanimously 4-0.
4. APPROVAL OF SCCCS BOARD MINUTES from 3/14/19. Motion to approve Alisha Walker, seconded by Carol Ann Soltz, passed unanimously 4-0.
5. PUBLIC COMMENTS; None at this time.
6. COMMITTEE UPDATES;

A. SELPA: Chair: Sarah Bach, with Carie Otto and Kimberly Telfer-Radzat.

REPORT: El Dorado application submitted and first step passed. Desert Mountain Selpa is due to vote on SCCCS's application as a member on April 17th at 1pm. Leadership hopes to attend.

B. FACILITIES: Chair Sarah Bach with Amy GB, Carie O, Alisha W, and Crystal Hickerson.

REPORT: The loan application previously approved may not be necessary. A grant has been made apparent, of \$40,000. Also, David Hyun (or another representative) from Red Hook may be available to speak to the board. Possibly discuss an LOI with them. Also waiting to receive the next counter offer for Prop 39. Thus far they have started the offer with 4 rooms at the OakView school grounds. Then they came up to 6. We qualified for 6 1/2. We'd also need administrative space. Doing a site visit on April 18th.

C. FUNDRAISING/EVENTS: Chair Carol AS, with Sarah B, Kimberly TR, Carie O., and Vyctoria L.

REPORT, Carie O: Facebook stats: Wine tasting April 12: RSVP 5 going, 19 interested; 8 ticket clicks, 12 tickets sold. Gala May 4: RSVP 10 going, 49 interested; 2 ticket clicks, 0 tickets sold. Planned rummage sale on April 20th 7am-12pm at 294 Princeton Dr. Costa Mesa, CA 92626. Please donate used items in advance of the sale. Donation receipts available to everyone who donates. Extra hands to help and food to have a bake sale are welcome! Kimberly TR: Need to increase advertisements. Have a plan of action for the 4th. Start set up on the 3rd. Baskets make up by groups in Huntington beach and brought to Tustin for the event. Bid sheets to be worked on by new volunteer Rebecca Hegemeir. Vyctoria L: Has continued to collect and compile the list of donations and has a pledge from Stacey Turek for 5 tables and 30 chairs for the May 4th event.

D. PUBLIC OUTREACH: Crystal H, Bama Mattson, Carie O, Helen Thomas, Gennica Santa Cruz, Vyctoria L, and new volunteers Rebecca H and Brittany Hunt.

REPORT Crystal H : TO DO: Sort out media accounts. Organize face-to-face meeting. Create website content for About and Curriculum (Crystal). Advertised Gala and Wine Tasting Events to Go Fund Me Supporters (315). Helped at Enrollment Information Events.

\*Designate someone to be the head of the newsletter/team. Carie Otto and Crystal Hickerson. \*Designate/organize a suggested donation for craft and other signage for future events. As well as have someone head up creating and distributing bilingual materials for events.

E. HIRING: Chair Amy GB, with Juliet SC, Angel B, and Carol AS. Added Alisha Walker for her legal expertise and in order to allow Carol Ann Soltz to focus on fundraising and grants.

REPORT: Amy GB heard back from Aracely Chastain at the County that we cannot use their ORI#. She has begun the filing process for SCCCS to obtain their own. As President she is the current Custodian of Records for background check reports. The board will need to adopt procedures for handling, securing and destroying reports once appropriate.

F. FUNDING: Chair Sarah B, with Amy GB and Vyctoria L.

REPORT: Committee met and worked on an updated spreadsheet for funds/expenses. Also met and worked on CDE# to be submitted to the County by the end of this week in order to get Superintendent Mijeres's signature within the 2 week estimate, and finally submitted to the state by April 26th. Fees charged erroneously by the bank for statements have been reversed (\$42). Currently have \$715.73. Current debt to YMC is \$21, 274.69. The latest charges were \$1,834.74. We made a \$200 payment last month.

G. MOU: Chair Sarah B, with Amy GB, Kimberly TR. and Crystal H.

REPORT: Refer to the attached MOU we received from the County via our attorney, Janelle Ruley. In the interest of saving funds we are analyzing it for any changes from what we last submitted and agreed to verbally at the County's board meeting. Some items are to be completed in April. The committee will finalize and decipher the list of to-dos and their priorities.

H. GRANTS: Chair Carol AS, with Angel B. REPORT Carol Ann S is continuing to investigate potential grants. She is also checking regularly on whether CA gets another round of funding for the PGSGP grant cycle. RFP would be available in July.

I. WEBSITE: Amy GB, Sarah B and Crystal Hickerson, Dean Severson.

REPORT: Due to meet 4/9 and 4/23. Met previously and got our need outreach dates posted, events added/updated, hiring documents uploaded, and the newsletter link back in. Working on a calendar and further tabs. Working on a calendar.

J. SCHOOL CALENDAR: Sarah B, Kimberly TR, Alicia Deaso and Amy GB.

REPORT by Kimberly TR: Calendar is tentatively completed. We are waiting to get festival dates finalized. We would begin on 9/4 (Wednesday) and end on 6/18 (Thursday). There are 179 days of instruction. 1st - 3rd gets out at 1:10pm on Mondays. Every Thursday is early release at 1:10pm for faculty meetings. Kindergarten is still flexible - 8:30 - 12:30 or 9 - 1:00pm. In-service day on Friday, 11/1. Another on Friday, March 20. We will have the week of February 17 off for teacher conferences (maybe one of these days is in-service day, too), the week of April 13 for spring break, parent teachers

conference/early dismissal November 20, 21, 22 and Wednesday - Friday off for Thanksgiving. 2 weeks for winter break.

**K. ENROLLMENT:** Amy GB, Sarah B, Kimberly TR, Carie O. and Crystal H.  
**REPORT:** Held Parent information events on 4/3 at Murdy Park, 4 families/parents attended. Again on 4/7 at the Santa Cruzes, several families/parents attended with children who enjoyed the wet felting craft. Keeping a log of attendees who wish to sign it and provide their contact information. Many attendees asked about location, details of a potential lottery and who would be the teachers. Basic enrollment FAQ sheets were distributed in English and Spanish. Other materials specific to Waldorf education were made available as well.

#### L. PROFESSIONAL DEVELOPMENT

a. **BOARD;** Brown Act training. Private training for our board would be approximately \$1,500. In the past members have attended Brown Act seminars free or for \$50. Members have paid their own fees in the past. Suggestion to conduct ongoing in house Brown Act trainings as well as have all board members attend a seminar or, minimally, complete a webinar. The MOU with the County says we will provide some kind of training within 45 days of joining the board and once per year for all board of trustees. Per the MOU SCCCS must also create audio records of Board Meetings and provide that to the County within 10 days.

b. **STAFF;** Calendar being developed.

#### 7. PRESIDENT'S REPORT;

Suggest to adopt the following resolutions/assurances (see attached resolutions):

##### A. RESOLUTION FOR THE ORANGE COUNTY DEPARTMENT OF EDUCATION TO ISSUE FUNDS TO CHARTER SCHOOL.

Motion to approve Alisha Walker, seconded by Carol Ann Soltz, passed unanimously 4-0.

##### B. RESOLUTION OF THE BOARD OF SYCAMORE CREEK COMMUNITY CHARTER SCHOOL TO ESTABLISH A CHARTER SCHOOLS ENTERPRISE FUND California Education Code Section 47651(a)(1).

Motion to approve Carol Ann Soltz, seconded by Alisha Walker, passed unanimously 4-0.

##### C. RESOLUTION OF THE BOARD OF TRUSTEES TO ESTABLISH A DISTRICT NUMBER FOR SYCAMORE CREEK COMMUNITY CHARTER SCHOOL California Education Code section 47600.

Motion to approve Vyctoria Luong, seconded by Carol Ann Soltz, passed unanimously 4-0.

##### D. SPECIAL EDUCATION LOCAL PLAN AREA LOCAL EDUCATION AGENCY ASSURANCES

Motion to approve Alisha Walker, seconded by Vyctoria Luong, passed unanimously 4-0.

##### E. RESOLUTION OF THE SYCAMORE CREEK COMMUNITY CHARTER SCHOOL BOARD OF DIRECTORS RESOLUTION TO STAND FOR ALL STUDENTS, DEFEND GREAT PUBLIC SCHOOLS OPPOSITION TO AB 1505, AB 1506, AB 1507 and AB 1508.

Motion to approve Alisha Walker, seconded by Carol Ann Soltz, passed unanimously 4-0.

Old Business: follow up on item 11 C from the 3/14/19 board meeting. Draw terms of service for Board Members per Bylaws. After discussion it has been decided to push this item to the next regular Board Meeting in the interest of time.

8. CALENDAR;
  - A. Board Meetings: Change the April 23rd board meeting out to May 9th. And then check calendars regarding holding 1st Thursday of the month, through summer 2019.
  - B. Outreach/Parent Enrollment Information dates remaining April 14th, April 23rd, May 11th, May 19th. Subject to change.
  - C. Other: Rummage Sale April 20th. Wine Tasting April 12th. Gala night out May 4th.
  
9. ADJOURMENT; 9:08pm.



AGENDA  
THE SPECIAL MEETING OF  
THE BOARD OF TRUSTEES OF  
SYCAMORE CREEK COMMUNITY CHARTER SCHOOL  
May 1st, 2019 3PM  
16571 Patricia Lane, Huntington Beach, CA 92647  
(A California Non-Profit Public Benefit Corporation)

1. CALL TO ORDER; 3:21pm.
2. TRUSTEES PRESENT/ABSENT; Alisha Walker present. Angelique Bonca and Nancy Mitchell absent. Trustee Vyctoria Luong teleconferencing in from the Lobby of 100 Bayview Circle, Newport Beach, CA 92660. Trustee Carol Ann Soltz teleconferencing in from 2776 Mendoza Drive, Costa Mesa, CA 92627.
3. AGENDA; Motion to approve Carol Ann Soltz, seconded Alisha Walker, passed unanimously 3-0.
4. PUBLIC COMMENTS; None at this time.
5. APPROVE FINAL MOU WITH AUTHORIZER THE ORANGE COUNTY DEPARTMENT/BOARD OF EDUCATION; Motion to approve Alisha Walker, seconded Vyctoria Luong, passed unanimously 3-0.
6. APPROVE FINAL PETITION per the OCDE MOU; Motion to approve Carol Ann Soltz, seconded Vyctoria Luong, passed unanimously 3-0.
7. ADJOURNMENT; 3:24pm