

Pacific View Charter School

A California Public School and Nonprofit 501 (c) (3) Corporation

3670 Ocean Ranch Blvd., Oceanside, California 92056

Phone # (760) 757-0161

AGENDA

Board of Trustees' Meeting – Tuesday, October 18, 2016

5:00pm

- 1.0 Call to Order/Roll Call
- 2.0 Approval of Agenda **Action**
- 3.0 Pledge of Allegiance
- 4.0 Public Comment
- 5.0 Introductions
- 6.0 Executive Director's Report **Information**
- 7.0 Treasurer's Report For The Period Ending September 30, 2016
Information
- 8.0 Consent Calendar
These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.
 - 8.1 Minutes from Board Meeting of September 20, 2016 **Action**
- 9.0 Action/Discussion Items
 - 9.1 Proposed Employer Contribution Increase – Employee Benefits **Action**
 - 9.2 Carpet Replacement Bid **Action**
 - 9.3 Board Trustee Application – Eve Meyer **Action**
- 10.0 Board/Staff Discussion
- 12.0 Adjournment

7.0

PACIFIC VIEW CHARTER SCHOOL

BOARD OF TRUSTEES' MEETING

October 18, 2016

2016/17 TREASURER'S REPORT
FOR PERIOD ENDING September 30, 2016

PACIFIC VIEW CHARTER SCHOOL

Treasurer's Report

October 18, 2016 Board Meeting

2016/17 - Charter Schools Enterprise Fund 62-00 & Capital Outlay Fund 62-01

Statement of Activities for the Period Ending September 30, 2016

Revenues			2016/17	2016/17	# Year-to-Date	Remaining	%
<u>Object</u>	<u>Resource</u>	<u>Description</u>	<u>Adopted</u>	<u>Revised</u>	<u>7/1/16-9/30/16</u>	<u>Budget</u>	<u>Budget</u>
			<u>Budget</u>	<u>Budget</u>	<u>Transactions</u>	<u>Budget</u>	<u>Remaining</u>
8011	0000	Local Control Funding Formula	3,106,367	3,106,367	493,959	2,612,408	84%
8012	0000	Education Protection Act	790,976	790,976	180,519	610,457	77%
8096	0000	Transfer to Charter School Revenue Limit	910,734	910,734	212,484	698,250	77%
8550	0000	Mandated Cost Reimbursement	16,787	16,787	0	16,787	100%
8560	1100	Lottery	57,486	57,486	0	57,486	100%
8560	6300	Restricted Lottery	15,270	15,270	0	15,270	100%
8590	0000	Categorical Block Grant/Other State Funding	90	90	0	90	100%
8590	7405	Common Core Standards	0	0	0	0	0%
8660	0000	Interest	6,000	6,000	0	6,000	100%
8699	0000	All Other Local Revenue	5,000	5,000	0	5,000	100%
8919	0000	Authorized Interfund Transfer	0	0	0	0	0%
Grand Total All Revenues:			<u>4,908,710</u>	<u>4,908,710</u>	<u>886,962</u>	<u>4,021,748</u>	<u>82%</u>

Expenditures

<u>Object</u>	<u>Certificated Personnel Salaries</u>					
1100	Teacher	1,520,437	1,520,437	405,676	1,114,761	73%
1300	Supervisors and Administrators	495,571	495,571	134,198	361,373	73%
1900	Other Certificated	0	0	0	0	0%
Total Certificated Personnel Salaries:		<u>2,016,008</u>	<u>2,016,008</u>	<u>539,874</u>	<u>1,476,134</u>	<u>73%</u>

PACIFIC VIEW CHARTER SCHOOL

Treasurer's Report October 18, 2016 Board Meeting

2016/17 - Charter Schools Enterprise Fund 62-00 & Capital Outlay Fund 62-01 Statement of Activities for the Period Ending September 30, 2016

<u>Object</u>	<u>Description</u>	<u>2016/17 Adopted Budget</u>	<u>2016/17 Revised Budget</u>	<u>Year-to-Date 7/1/16-9/30/16 Transactions</u>	<u>Remaining Budget</u>	<u>% Budget Remaining</u>
	<u>Classified Personnel Salaries</u>					
2100	Instructional Aides	134,239	134,239	18,323	115,917	86%
2300	Supervisors and Administrators	112,302	112,302	31,445	80,858	72%
2400	Clerical, Technical and Office	229,056	229,056	55,738	173,318	76%
2900	Other Classified Salaries	39,093	39,093	10,946	28,147	72%
	Total Classified Personnel Salaries:	514,690	514,690	116,451	398,239	77%
	<u>Total Employee Benefits:</u>	699,319	699,319	159,246	540,073	77%
	<u>Books and Supplies</u>					
4100	Textbooks	5,000	5,000	0	5,000	100%
4200	Books and Other Reference Materials	0	0	0	0	0%
4300	Materials and Supplies	295,847	270,947	91,333	179,614	66%
4400	Non Capitalized Equipment	0	0	0	0	0%
	Total Books and Supplies:	300,847	275,947	91,333	184,614	67%
	<u>Services and Other Operating Expenditures</u>					
5200	Travel and Conferences	71,043	95,943	12,185	83,758	87%
5300	Dues and Memberships	7,530	7,530	3,458	4,072	54%
5500	Operations and Housekeeping Services	63,896	63,896	18,386	45,510	71%
5600	Rentals, Leases, Repairs, and Non capitalized Improvements	0	0	0	0	0%
5800	Professional Consulting Services & Operating Expenses	1,128,087	1,128,087	372,753	755,334	67%

PACIFIC VIEW CHARTER SCHOOL

Treasurer's Report

October 18, 2016 Board Meeting

**2016/17 - Charter Schools Enterprise Fund 62-00 & Capital Outlay Fund 62-01
Statement of Activities for the Period Ending September 30, 2016**

<u>Object</u>	<u>Description</u>	2016/17 Adopted Budget	2016/17 Revised Budget	Year-to-Date 7/1/16-9/30/16 Transactions	Remaining Budget	% Budget Remaining
	<u>Services & Other Operating Expenses (con't)</u>					
5900	Communications	17,974	17,974	3,529	14,445	80%
	Total Services & Other Operating Expenses:	<u>1,288,530</u>	<u>1,313,430</u>	<u>410,312</u>	<u>903,118</u>	<u>69%</u>
6XXX	<u>Capital Outlay</u>	0	0	0	0	0%
7619	<u>Other Outgo and Transfers Out</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
	Grand Total All Expenditures:	<u>4,819,394</u>	<u>4,819,394</u>	<u>1,317,216</u>	<u>3,502,178</u>	<u>73%</u>
	Beginning Fund Balance	3,284,532	3,284,532			
	Increase/Decrease	89,316	89,316			
	Ending Fund Balance	3,373,848	3,373,848			
9711	000 Reserve for Revolving Cash	200	200			
9770	000 Designated for Economic Uncertainties	144,582	144,582			
9780	009 Deferred Maintenance Reserve	50,000	50,000			
9780	008 Erate/100 Laptops/Laptop Cart	14,848	14,848			
9780	007 Facilities Reserve	150,000	150,000			
9780	000 Land/Bldg/Deprec/Comp Absence/Growth	2,792,506	2,792,506			
9780	012 Long Term Debt Reserve (Building)	217,571	217,571			
9780	013 Long Term Debt Reserve (Automobile)	4,141	4,141			

8.1

Pacific View Charter School

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3670 Ocean Ranch Blvd., Oceanside, California 92056
Phone # (760) 757-0161

Board of Trustees' Meeting –Tuesday September 20, 2016 Board Minutes

11.0 Call to Order/Roll Call

President Brown called the meeting to order at 5:40pm. Trustee Deegan absent.

12.0 Approval of Agenda

Moved by Trustee Walters & seconded by President Brown to approve the agenda as presented.

AYES: Brown, Walters

NOES: None

ABSTAIN: None

13.0 Pledge of Allegiance

The Pledge of Allegiance was let by Trustee Walters

14.0 Public Comment Closed Session

Each speaker will be allowed a maximum of three minutes to speak. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken. No requests to speak.

15.0 Closed Session

The Board convened to Closed Session at 5:42pm

5.1 Consideration of expelled student #827606 from Oceanside Unified School District to attend Pacific View Charter School (Ed. Code 48918)

16.0 Report Out To Public Action Taken In Closed Session

The board returned to Open Session at 6:05 p.m.

Moved by Trustee Walters and seconded by President Brown to approve student #827606 to attend Pacific View Charter School.

AYES: Brown, Walters

NOES: None

ABSTAIN: None

17.0 **Introductions**

Matt Miller -Partner, Vavrinek, Trine & Day, Nichole Taylor & Dudley, Erin Gorence, Director of Curriculum;; Kathi Cohen, Lead High School Teacher; Lori Bentley, Human Resources & Business Services Specialist, Kathy Meck, Lead K-8 Teacher

18.0 **Executive Director's Report**

- + People Soft training is continuing for Lori, Kira and some of the staff. This training is for the new software that the County Office of Education has purchased
- + Our Back to School night held on August 30 was a huge success
- + The Women's Resource Center came and presented to the student on September 14 about domestic violence, dangers of online dating etc
- + Our enrollment is at 512 – Moreno Valley has 48 H/S, and 30 K-8. Oceanside has 330 H/S and 104 K-8

19.0 **Treasurer's Report for Period Ending August 31, 2016**

- + Only 7% of revenue received
- + Our expenses are at 19% with 81% remaining on the budget
- + Important to keep a healthy cash reserve while waiting for State to send revenue
- + More detailed information will be given in the Unaudited Actuals item later in the meeting

10.0 **Consent Calendar**

These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.

10.1 Moved by Trustee Walters & seconded by President Brown to approve the Consent Calendar as presented..

AYES: Brown, Walters
NOES: None
ABSTAIN: None

11.0 **Action/Discussion Items**

11.1 Moved by Trustee Walters & seconded by President Brown to approve the 2015-16 Annual Audit as presented..

AYES: Brown, Walters
NOES: None
ABSTAIN: None

11.2 Mr. Miller presented to the board the Form 990 that is filed each year with the IRS explaining where our revenue is received from, if there were any

donations that needed to be claimed, our assets and liabilities. The form will be sent to the Executive Director to be signed and submitted electronically.

11.3 Moved by Trustee Walters and seconded by President Brown to approve the 2015-16 Unaudited Actuals as presented.

AYES: Brown, Walters
NOES: None
ABSTAIN: None

11.4 Moved by Trustee Walters and seconded by President Brown to approve the Board Member application as presented by Nichole Taylor.

AYES: Brown, Walters
NOES: None
ABSTAIN: None

11.5 Moved by President Brown and seconded by Trustee Walters to approve the Application for Student Club or Organization as presented.

AYES: Brown, Walters
NOES: None
ABSTAIN: None

12.0 Curriculum

12.1 Moved by Trustee Walters and seconded by President Brown to approve the Board Policy on Independent Study #7 as presented

AYES: Brown, Walters
NOES: None
ABSTAIN: None

13.0 Personnel

13.1 Moved by President Brown and seconded by Trustee Walters to approve the Hourly Supervisory Teach Job Description as presented.

AYES: Brown, Walters
NOES: None
ABSTAIN: None

14.0 Board/Staff Discussion

None

15.0 Adjournment

President Brown adjourned the meeting at 6:50 p.m.

9.1



PACIFIC VIEW CHARTER SCHOOL

A California Public School

2017 Employee Benefits – Employer Contributions

We have received the our 2017 Healthcare rates from our carrier, Fringe Benefits Consortium – San Diego County Office of Education - JPA.

They contain the following increases:

- Medical - 4% (this is \$31.01 per month for employee only Plan 2)
- Dental - 10% (this is \$5.09 per month for employee only)
- Vision - no increase

Options:

If we do nothing and pass the increase on to our employees it would result in a 34.2% premium increase to each employee.

If the school increases our monthly contribution by \$40.00 – bringing to monthly employer contribution to \$770.00 it would result in:

- NO increase to employee
- Fiscal Impact would be under budget and generate a budget surplus of approximately \$2,900 at year-end

Staff Recommendation:

Staff recommends an increase to the employer's contribution to Employee Healthcare Expenses in the amount of \$40.00 per month, per employee. This will result in a Monthly Employer Café Cash contribution by Pacific View Charter in the amount of \$770.00

9.2



**PACIFIC VIEW
CHARTER SCHOOL**
A California Public School

2016-17

Phase 3 (Final) – Carpet Replacement

During the 2014-15 school year Pacific View Charter began a three (3) phase process to systemically replace the flooring in our Oceanside campus. We are now completing the 3rd and final phase of this project.

Phase 3 includes:

3664 - Teacher's Office

3666 - Administrative / Student Services Office

3676 - Teacher's Offices

3678 - Teacher's Offices

Four (4) established flooring vendors were invited to provide bids for this project. Three (3) Bidders failed to attend the required Pre-Bid Meeting and declined to submit bids.

Bid Information	A&A Flooring
Bid Total	\$35,445.00
Bidder Reputation / Past performance	A&A completed the Phases 1 & 2 of this Carpet Replacement Project. We found them to be prompt and professional. Our new flooring has been extremely durable and we continue to be pleased with its' performance.
Quality of Service	A&A delivered Phase 1&2 of project on-time. Their installation crew accommodated our time constraints assuring minimal impact to our staff and students.
Bid Information	This bid is 18.6% below our project budget.

STAFF RECOMMENDATION:

Staff would recommend awarding contract to A&A Flooring, Inc.

9.3



BOARD MEMBER PROFILE

Thank you for your interest in our board. We look forward to having you share your experience, skills and background with us. By providing us with the following information, you will assist us in creating a partnership that is mutually beneficial.

Name: Eve M Meyer

Home Address:

Home Phone:

Office Address:

(Please mark the address you would like us to use for mail and other written communication)

Office Phone:

E-Mail:

How are you familiar with our organization? Do you have any relationships with current board members or employees? My son attends P.V.C.

NO I do not.

What would you hope to help us accomplish as a member of the board? I would like to help build more family & community at P.V.C. Our kids are active but parents can be too. I'd like to help the school fundraise if needed and just keep →

How do you view the role of a board member? Discuss your approach to governance and commitment and the importance of meeting attendance. The role of a board member should be to help support and make vital decisions concerning the organization in which you are a part of. (I.E. the school). My personal approach is total team work and communication. I believe when we have designated positions yet we share our thought, feelings, opinions, and talents as a whole we become much stronger and more successful. I feel that one should →

take a board position very seriously as others are
intrusting and depending on you to fulfill your duties/duties as
best for the entire organization.

I take the commitment very seriously as well as I
feel attendance is very important to the operations of
things.

growing as the fun safe healthy learning environment that it
is for our children.

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What specific skills or experience would you most like to share with us as a potential board member?

I have been PTO President at South O' elementary, and LMS. Also at Buena Vista elementary for over 6 years in various positions.

What is your educational philosophy? I believe education is of the utmost importance, and as educators/parents we must take active roles in our children's educational future. Every child learns differently and →

Educational background (please include schools/institutions, city/state, degree(s) - also continuing education):

I'll be honest here, I had no parental help I left ECTS to attend Ocean Stores, I later went to get my GED.

What is your current occupation? (Please include a brief statement of duties.)

Child Care Coordinator at NCC. I help run child care events and see that proper procedures are taking during these events.

K-1 coordinator, I run two weeknights of classroom service at NCC church as the lead teacher. I teach

Boards on which you serve or have served:

Organization:

BVPSA
Carlsbad Waste
Breakers
SOPTO
LMS PTSA

Type of Involvement:

V.P., Carnival Chair, Welcome Club
Chair.
Sponsorship Chair.
Sponsorship 2nd Chair
President, V.P., Fundraiser, Carnival
President.

Community and professional organizations:

Organization:

NCC.

Type of Involvement:

I'm an active member and volunteer, I've
worked on several community service projects.
SP4day - [Project for women living in shelters]
KAPA beautification project.

Downs town, I've worked on the OZZ Safe House

Please provide the names of three references not affiliated with our organization:

1. Pat Jackson -
2. Jodi Lee
- 3.

I've been on the board for Sports Organization
as well as doing mass fundraising.

that is why charter schools are more important then ever. In the
right environment and with the right tools all children can be
educationally successful. In traditional school kids are lumped
as 1, and therefore pushed along teddy or not. We must nurture
our child both emotionally and educationally, then they thrive.
Treat them as individuals when learning and they become more
successful.

the story and lesson plan, I oversee a
team of volunteers and make sure proper
study materials are used. (All bible based)
I make the power point based on the lesson
being taught that weekend.

For teens. I'm a Jr high school small group leader and have
been a high school small group leader. Youth leadership is very
important to me.

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K-1 coordinator, I run two weekends of classroom service at NCC church as the lead teacher. I have Boards on which you serve or have served:

Organization:

SVPSA
Caribbean Wave Breakers
SO PTO
LMS P+SA

Type of Involvement:

V.P., Carnival Chair, Welcome Club Chair
Sponsorship Chair.
Sponsorship 2nd Chair
President, V.P., Fundraiser, Carnival President.

Community and professional organizations:

Organization:

NCC.

Type of Involvement:

I'm an active member and volunteer, I've worked on several community service projects.
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Which specific committees interest you?

Public Relations

Fund Development

New Program Development

Marketing

Other (please describe below)

*Im very open to helping where needed.