

**MINUTES
REGULAR MEETING**

**BOARD OF DIRECTORS
COMMUNITY ROOTS CHARTER SCHOOL**

**February 13, 2017 6:00 PM (PT) in D1- Library
29292 CROWN VALLEY PKWY. LAGUNA NIGUEL, CA 92677**

**INSTRUCTIONS FOR PRESENTATIONS TO
THE BOARD OF DIRECTORS BY PARENTS AND CITIZENS**

The Community Roots Charter School (“Charter School”) welcomes your participation at the Charter School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the Charter School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our Charter School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

- Agendas are available to all audience members at the door to the meeting.
- Blue “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.”
- “Oral Communications” is set-aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
- With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
- When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
- Citizens may request that a topic related to school business be placed on a future agenda in accordance with the guidelines in the Charter School’s Board Policy. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.
- In compliance with the Americans with Disabilities Act (ADA) and upon request, the Charter School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Executive Director of Education’s office.

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- **CALL TO ORDER**
- **ROLL CALL**

NAME	PRESENT	ABSENT
Adele Sender	x	
Bradley J. Shapiro	x	
Wes Phillips	x	
Ron Glickman		x
Lynn Bogart		x
Dan Pitman	x	
Jonathan Witt	x	

- **FLAG SALUTE**
- **ADOPTION OF THE AGENDA**

Motion by	Approved with the moving of the closed session item to the end of the agenda.
Second by	Bradley Shapiro
Vote	Jonathan Witt

- **CONSENT AGENDA**

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar. The Board President and the staff recommend approval of all Consent Calendar items.

Approval of Minutes	To approve minutes from regular meeting of January 23, 2017.
Approval of contract for sound system	
Fiscal Policy Revision	Fiscal Policy Revision to require board approval on contracts over \$40,000
Audit Firm Engagement Letter (For Approval)	Audit Firm Selection -County Offices of Education are responsible for collecting annual audit firm information from schools. Charter schools are required to submit the name of firm selected and estimated fee. The charter school governing board will contract annually with a qualified independent certified public accounting firm to conduct an audit of the organization’s financial statements in accordance with auditing standards generally accepted in the United States of America, Government Auditing Standards issued by the Comptroller General of the United States, and, if applicable, the U.S Office of Management and Budget’s Circular A-133. The selected audit firm must be familiar with these standards, related State of California and Charter School regulations, and the Standards and Procedures for Audits of California K-12 Local Education Agencies Audit Guide.

Motion by	Bradley Shapiro
Second by	Wes Phillips
Vote	Approved

- **CLOSED SESSION- Governance Committee professional goal review**
- **REPORTS**

Internal Committee Report	Adele Sender and Ron Glickman
External Committee Report	Dan Pitman

- **ADJOURNMENT**

Motion by	Wes Phillips
Second by	Bradley Shapiro
Vote	Approved