

EL CAMINO REAL ACADEMY
GOVERNING COUNCIL
WORKING SESSION/SPECIAL MEETING

THURSDAY SEPTEMBER 28TH 2011 6:00PM

AT THE SCHOOL IN THE SECONDARY LIBRARY

MINUTES

- I. Preliminary Business
 - A. Call to Order
The meeting was called to order at 6:07 p.m.
 - B. Roll Call
Governing Council Members: Jim Nettle, Tommy Collins, Darva Chino
Staff Members: Ryan Homistek, Gene Johnson, Mary Scofield, Denise Brown
 - C. Approval of Agenda
Tommy Collins motioned to approve the agenda for September 28, 2011. Darva Chino seconded the motion. Board members unanimously agreed.
- 2 Public Comment
Chrys Shatz stated that she is glad to be at ECRA helping with the organization of the Charter Renewal.
3. ACTION/DISCUSSION ITEMS
 - A. Principal Job Description Approval (Action)
Tommy Collins motioned to approve the Principal's Job Description. Jim Nettle seconded the motion. Board members unanimously approved.
 - B. Shared Leadership Policy (Action)
Tommy Collins motioned to approve the Principal's Job Description. Jim Nettle seconded the motion. Board members unanimously approved.
 - C. Budget Process Policy (Action)
Tommy Collins motioned to approve the Principal's Job Description. Jim Nettle seconded the motion. Board members unanimously approved.
 - D. Investments Policy (Action)
Tommy Collins motioned to approve the Principal's Job Description. Jim Nettle seconded the motion. Board members unanimously approved.
 - E. Contracts Policy (Action)
Tommy Collins motioned to approve the Principal's Job Description. Jim Nettle seconded the motion. Board members unanimously approved.

- F. Central Purchasing Policy (Action)
Tommy Collins motioned to approve the Principal's Job Description. Jim Nessel seconded the motion. Board members unanimously approved.
- G. Financial System Policy (Action)
Tommy Collins motioned to approve the Financial System Policy. Jim Nessel seconded the motion. Board members unanimously approved.
- H. Internal Audit Policy (Action)
Tommy Collins motioned to approve the Internal Audit Policy Jim Nessel seconded the motion. Board members unanimously approved.
- I. Operational Fund Cash Balance Policy (Action)
Tommy Collins motioned to approve the Fund Cash Balance Policy. Jim Nessel seconded the motion. Board members unanimously approved.
- J. Segregation of Duties Policy (Action)
Tommy Collins motioned to approve the Segregation of Duties Policy. Jim Nessel seconded the motion. Board members unanimously approved.
- K. Travel and Other Reimbursements Policy (Action)
Tommy Collins motioned to approve the Travel and Other Reimbursements Policy. Jim Nessel seconded the motion. Board members unanimously approved.
- L. Safety Policy (Action)
Tommy Collins motioned to approve the Safety Policy. Jim Nessel seconded the motion. Board members unanimously approved.
- M. Food Services Policy (Action)
Tommy Collins motioned to approve the Food Service Policy. Jim Nessel seconded the motion. Board members unanimously approved.
- N. Fund Balance Resolution (in accordance with GASB 54)
Darva Chino motioned to approve the Fund Balance Resolution. Jim Nessel seconded the motion. Board members unanimously agreed.
- O. Charter Renewal Application Approval (Action)
The Charter renewal was presented and discussed.
Tommy Collins motioned to approve the Charter Renewal. Darva Chino seconded the motion. Board members unanimously agreed.

4. Concluding Business

- I. Discussion of other business and issues
Mary Scofield informed the Board that a timeline for the lease amendment has not been received from Rick Saylor. A special meeting may be needed.
- II. Announcements
None

III. Next Meeting Date
October 20, 2011

IV. Adjournment
The meeting adjourned at 7:27 p.m.