



**Board Members**

Roland Skumawitz, President  
Ingrid Flores  
Elizabeth Halikis  
Daniel Leavitt, Secretary/Treasurer

Ronald Reagan Charter School Alliance

**Regular Board Meeting Minutes**

23151 Palomar Street  
Wildomar, CA 92595  
Phone: (951) 678-5217

**January 11, 2016 @6:00 p.m.**

**1.0 CALL TO ORDER**

Introduction of Guests

The meeting was called to order by the Board Chair at 6:03 p.m.

**2.0 OPEN GENERAL SESSION**

Establishment of a Quorum

| <b>ROLL CALL</b>       | <b>Present</b> | <b>Absent</b> |
|------------------------|----------------|---------------|
| Mr. Roland Skumawitz   | <u>  X  </u>   | <u>      </u> |
| Dr. Ingrid Flores      | <u>  X  </u>   | <u>      </u> |
| Mrs. Elizabeth Halikis | <u>      </u>  | <u>      </u> |
| Mr. Daniel Leavitt     | <u>  X  </u>   | <u>      </u> |

*Other guests present:*

SavantCo Education Services

**3.0 PLEDGE OF ALLEGIANCE**

**4.0 APPROVAL OF THE AGENDA**

Agenda modified to include action item 7.5 Single School District Plan

Motion: Mr. Leavitt Second: Dr. Flores Vote: 3 - 0

**5.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:**

No comments.

**6.0 INFORMATION SESSION:**

**6.1 Teacher's Report**

Report on classroom activities and events.

*Presented by: Stephanie Lucas, Heather Cicalo, Sycamore Academy Teachers*

**6.2 Financial Report (Attachment 6.2)**

Presentation of the status of Sycamore Academy finances.

*Presented by: John Ardnt, SavantCo Education*

**6.3 Special Education Report**

Report on Sycamore Academy's Special Education Program including current data, services and needs.

*Presented by: Tanya Meeks, Education Specialist, Jennifer Smith, Education Specialist and Tess Brown, Student Support Services Coordinator*

- 6.4 **Director's Report**  
Presentation regarding school administration including our material revision and update on current legislation that may impact the school.  
*Presented by: Barbara Hale, Executive Director/Principal*
- 6.5 **Material Revision of Charter (Attachment 6.5)**  
Review of the Material Revision of the Charter as submitted to Lake Elsinore Unified School District on January 6, 2016 per collaborative agreement  
*Presented by: Barbara Hale, Executive Director/Principal*
- 6.6 **School Report**  
Update on Sycamore's education program, assessments, WASC and professional development.  
*Presented by: Jeff Morabito, Assistant Principal*
- 6.7 **Operations Report**  
Presentation on enrollment and attendance data. Operations status report.  
*Presented by: Laura Girard, Operations Coordinator*

**7.0 ACTION ITEMS:**

- 7.1 **Independent Study Policy (Attachment 7.1)**  
The board will review and consider the revised Independent Study Policy.

Staff recommendation: The board approve the revised Independent Study Policy. Revision necessary per audit to address audit findings. Staff recommends approval.  
*Presented by: Barbara Hale, Director/Principal*

Motion: Mr. Leavitt Second: Dr. Flores Vote: 3 - 0

| <b>ROLL CALL</b>       | <b>Aye</b>        | <b>Nay</b>        |
|------------------------|-------------------|-------------------|
| Mr. Roland Skumawitz   | <u>  X  </u>      | <u>          </u> |
| Dr. Ingrid Flores      | <u>  X  </u>      | <u>          </u> |
| Mrs. Elizabeth Halikis | <u>          </u> | <u>          </u> |
| Mr. Daniel Leavitt     | <u>  X  </u>      | <u>          </u> |

- 7.2 **Parent/Student Handbook (Attachment 7.2)**  
The board will review and consider the revised Parent Student Handbook.

Staff recommendation: The board approve the revised Parent Student Handbook. Revisions made update the cell phone policy to ensure student safety. Staff recommends approval.  
*Presented by: Barbara Hale, Director/Principal*

Motion: Mr. Leavitt Second: Dr. Flores Vote: 3 - 0

| <b>ROLL CALL</b>       | <b>Aye</b>        | <b>Nay</b>        |
|------------------------|-------------------|-------------------|
| Mr. Roland Skumawitz   | <u>  X  </u>      | <u>          </u> |
| Dr. Ingrid Flores      | <u>  X  </u>      | <u>          </u> |
| Mrs. Elizabeth Halikis | <u>          </u> | <u>          </u> |
| Mr. Daniel Leavitt     | <u>  X  </u>      | <u>          </u> |

**7.3 Election of Governing Board member**

Per the Charter and Board Bylaws, the board will review and select a trustee from a slate of qualified candidates or absent such a slate, through a process of the board's design.  
Current slate: Dr. Ingrid Flores (eligible for her 4<sup>th</sup> term)

Motion: Mr. Leavitt Second: Mr. Skumawitz Vote: 3 - 0

| <b>ROLL CALL</b>       | <b>Aye</b>        | <b>Nay</b>        |
|------------------------|-------------------|-------------------|
| Mr. Roland Skumawitz   | <u>  X  </u>      | <u>          </u> |
| Dr. Ingrid Flores      | <u>  X  </u>      | <u>          </u> |
| Mrs. Elizabeth Halikis | <u>          </u> | <u>          </u> |
| Mr. Daniel Leavitt     | <u>  X  </u>      | <u>          </u> |

**7.4 Election of Governing Board member**

Per the Charter and Board Bylaws, the board will review and select a trustee from a slate of qualified candidates or absent such a slate, through a process of the board's design.  
Current slate: Mrs. Elizabeth Halikis (eligible for her 1st term)

Motion: Dr. Flores Second: Mr. Leavitt Vote: 3 - 0

| <b>ROLL CALL</b>       | <b>Aye</b>        | <b>Nay</b>        |
|------------------------|-------------------|-------------------|
| Mr. Roland Skumawitz   | <u>  X  </u>      | <u>          </u> |
| Dr. Ingrid Flores      | <u>  X  </u>      | <u>          </u> |
| Mrs. Elizabeth Halikis | <u>          </u> | <u>          </u> |
| Mr. Daniel Leavitt     | <u>  X  </u>      | <u>          </u> |

**7.5 Single School District Plan**

The board will review and consider the Single School District Plan.

*Presented by: Barbara Hale, Director/Principal*

Motion: Dr. Flores Second: Mr. Leavitt Vote: 3 - 0

| <b>ROLL CALL</b>       | <b>Aye</b>        | <b>Nay</b>        |
|------------------------|-------------------|-------------------|
| Mr. Roland Skumawitz   | <u>  X  </u>      | <u>          </u> |
| Dr. Ingrid Flores      | <u>  X  </u>      | <u>          </u> |
| Mrs. Elizabeth Halikis | <u>          </u> | <u>          </u> |
| Mr. Daniel Leavitt     | <u>  X  </u>      | <u>          </u> |

**8.0 CONSENT CALENDAR**

Consent Calendar Items are considered routine and may be enacted by a single motion.

**8.1 Approval of the Minutes: November 24 , 2015 (Attachment 8.1)**

**8.2 Approval of the Check Register for November 2015 (Attachment 8.2)**

**8.3 Approval of the Check Register for December 2015 (Attachment 8.3)**

Motion: Mr. Leavitt Second: Dr. Flores Vote: 3 - 0

| <b>ROLL CALL</b>       | <b>Aye</b>        | <b>Nay</b>        |
|------------------------|-------------------|-------------------|
| Mr. Roland Skumawitz   | <u>  X  </u>      | <u>          </u> |
| Dr. Ingrid Flores      | <u>  X  </u>      | <u>          </u> |
| Mrs. Elizabeth Halikis | <u>          </u> | <u>          </u> |
| Mr. Daniel Leavitt     | <u>  X  </u>      | <u>          </u> |

9.0 **BOARD COMMENTS:**  
No comments

10.0 **ADJOURNMENT**

Motion: Mr. Leavitt Second: Dr. Flores Vote: 3 - 0

| <b>ROLL CALL</b>      | <b>Present</b> | <b>Absent</b> |
|-----------------------|----------------|---------------|
| Mr. Roland Skumawitz  | <u>  X  </u>   | <u>      </u> |
| Dr. Ingrid Flores     | <u>  X  </u>   | <u>      </u> |
| Mrs. Elizabeth Halkis | <u>      </u>  | <u>      </u> |
| Mr. Daniel Leavitt    | <u>  X  </u>   | <u>      </u> |

The meeting was adjourned at 7:00 p.m.

I Daniel Leavitt, attest and certify these minutes to be true and factual.



\_\_\_\_\_  
Daniel Leavitt

2.8.11

\_\_\_\_\_  
Date