



ALLEGIANCE STEAM ACADEMY

REGULAR MEETING OF THE BOARD OF DIRECTORS

January 28, 2018

7:00 pm

Meeting Location:

13050 2nd Street, Chino, CA 91710

AGENDA

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

Allegiance STEAM Academy (“Allegiance”), which operates Allegiance STEAM Academy - Thrive Charter School, welcomes your participation at the Allegiance’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of Allegiance 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 school. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided and are included in Board Policy.

1. Agendas are available to all audience members at the meeting. Note that the order of business on this agenda may be changed without prior notice. For more information on this agenda, please contact Allegiance at: email@allegiancesteamacademy.org
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Public Comments.”
3. “Public Comments” are set aside for members of the audience to comment. However, due to public meeting laws, the Board can only listen to your issue, not take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items at regular meetings will not exceed fifteen (15) minutes.
4. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth.
5. In compliance with the Americans with Disabilities Act (ADA) and upon request, Allegiance STEAM Academy 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 Allegiance STEAM Academy.

I. Preliminary

A. Call to Order

The meeting was called to order by Board Chair at _____.

B. Roll Call

	Present	Absent
Samantha Odo, Chairman	_____	_____
Vanessa Okamoto, Secretary	_____	_____
Remen Santos, Treasurer	_____	_____

C. Public Comments

No individual presentations shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

D. Approval of Agenda for Board Meeting for January 28, 2018.

Recommended the Board of Directors approve the Agenda for Special Board Meeting for January 15, 2018

Motion: _____ Second: _____ Roll Call: _____

II. Open Session:

A. ITEMS SCHEDULED FOR CONSENT

1. Minutes for Special Board Meetings held on January 15, 2018.
2. Job Descriptions:
 - a. Director of Educational Programs
 - b. Director of Business Services
 - c. Director of Information Technology
 - d. Teacher
 - e. Office Manager
 - f. Office Assistant
 - g. STEAM Lab Teacher
 - h. Music Teacher
 - i. Special Education Teacher
 - j. World Language Teacher
 - k. Physical Education Teacher
 - l. Lead Custodian

- m. Custodian
- n. Health Technician
- o. Receptionist
- p. Playground Proctor

Motion: _____ Second: _____ Roll Call: _____

B. ITEMS SCHEDULED FOR DISCUSSION/ACTION:

1. Nomination and Election of New Board Members

Allegiance Steam Academy (ASA) Bylaws state in Article 7, Section 3 “the number of Directors shall be no less than three (3) and no more than five (5).” The Board intends to increase the Directors from three Board Members to five, each serving a 3 year term.

It is recommended the Board of Directors:

Nominate and Approve _____ as a Director to Allegiance Steam Academy Board of Directors.

Motion: _____ Second: _____ Roll Call: _____

Nominate and Approve _____ as a Director to Allegiance Steam Academy Board of Directors.

Motion: _____ Second: _____ Roll Call: _____

2. Board Policy and Administrative Regulations Regarding Business and Non-Instructional Operations

Allegiance STEAM Academy (ASA) is committed to fiscal solvency and ensuring the most effective use ASA funds to support the Charter School’s Mission. ASA is dedicated to guaranteeing all funds are budgeted, accounted for, expended, and maintained appropriately.

It is recommended the Board of Directors:

- a. Approve Board Policy and Administrative Regulations Regarding Business and Non-Instructional Operations.

Motion: _____ Second: _____ Roll Call: _____

3. Fiscal Management/Control Policy

Allegiance STEAM Academy (ASA) is committed to establishing internal controls and ensuring the most effective use ASA funds to support the Charter School’s Mission. ASA will establish policies and procedures to ensure public funds are properly used.

It is recommended the Board of Directors:

- a. Approve, accept, agree to, and adopt the Fiscal Management/Control Policy.

Motion: _____ Second: _____ Roll Call: _____

4. Employee Recruitment Plan

The Board will review an Employee Recruitment Plan that outlines Staffing Targets and Deadlines and articulates the Allegiance Steam Academy's strategic plan for recruitment.

It is recommended the Board of Directors:

- a. Approve the Employee Recruitment Plan.

Motion: _____ Second: _____ Roll Call: _____

5. Student Recruitment Plan

Student recruitment and community outreach are the first portion of the larger student enrollment process for Allegiance Steam Academy (ASA). The Board will review Student Recruitment Plan that will ensure maximum enrollment as well as a healthy waiting list.

It is recommended the Board of Directors:

- a. Approve the Student Recruitment Plan.

Motion: _____ Second: _____ Roll Call: _____

6. Software Program for Lottery and Student Recruitment Services

Allegiance Steam Academy intends to purchase a software program to assist in student program and the lottery. The software will create custom enrollment software to ensure all ASA families and staff will benefit from a streamlined and modernized enrollment and lottery process. ASA has received proposals from School Mint and PowerSchool to provide this service.

It is recommended the Board of Directors:

- a. Identify a software program that will meet the needs of ASA and purchase for use during Student Recruitment and the Lottery.

Motion: _____ Second: _____ Roll Call: _____

7. Desert/Mountain Charter Special Education Local Plan Area (SELPA)

Allegiance Steam Academy intends to join the Desert/Mountain Charter SELPA to provide Special Education services to the organization.

It is recommended the Board of Directors:

- a. Approve and submit the Desert/Mountain Charter SELPA application

Motion: _____ Second: _____ Roll Call: _____

8. Resignation of Samantha Odo as Board President

The Board will consider accepting the resignation of Samantha Odo as Board President. Ms. Odo would remain on the Board as a Member.

It is recommended the Board of Directors:

- a. Accept the Resignation of Samantha Odo as Board President.

Motion: _____ Second: _____ Roll Call: _____

9. Election of Board Officers

Allegiance Steam Academy Bylaws, Article 8, Section 3 states "officers of this corporation shall be chosen every two years by the Board of Directors." The Board will consider filling an Officer opening on the Board of Directors.

It is recommended the Board of Directors:

- a. Nominate and Approve _____ as the Board President for Allegiance Steam Academy Board of Directors.

Motion: _____ Second: _____ Roll Call: _____

C. CLOSED SESSION

Public Comments on Closed Session Items

Comments related to closed session items shall be limited to no more than three minutes. If you wish to speak on an item that will be discussed in closed session, please turn in a comment card to the Board Secretary.

Closed Session- For Discussion/ Possible Action

- a. Public Employee Appointment (Gov. Code 54957)
Title: CEO/ Principal

D. ADJOURNMENT

It is recommended the Board of Directors:

- a. Adjourn the Regular Board Meeting for January 28, 2018 at _____

Motion: _____ Second: _____ Roll Call: _____