

Cornerstone Christian Academy
BOARD AGENDA

January 17, 2013

LOCATION: The Person's Home
22603 El Centro Rd.
Apple Valley, CA 97307

CALL TO ORDER/PRAYER: _____ A.M./P.M.

ROLL CALL: Board Members

- [] Mrs. Jodie Gonzales, President
- [] Mr Roy Person, Member, Secretary

Student Body Representative

- [] McKenzie Gonzales

I. **CLOSED SESSION**

There will be no need for closed session

II. **COMMUNICATION SESSION** The board during this session is not obligated to respond to any comments unless they are lead to do so.

Public Verbal Comments

This time is set aside to provide the public an opportunity to address any agenda or school related matter. Speakers will be limited to five minutes, and no comments from the public can be made after this time.

Student Body Representatives' Comments

The Student Body Representatives, will have the opportunity to openly discuss matters relating to Cornerstone Christian Academy's Student Body, the Board agenda, or any other school related matter.

Board Member's Comments

Individual board members may wish to share information about issues not on the agenda or suggest items for a future agenda.

Principal's Comments

1. School Accreditation
2. School Insight-Web-based Student Management System
3. Xerox Service Agreement

III. **REPORTS/ITEMS OF INTEREST**

1. No reports or items of interest

IV. **CONSENT ITEMS**

ALL CONSENT AGENDA ITEMS are considered routine by the School Board and will be enacted by one motion. There will be no separate discussion of items unless a Board Member so requests, in which event the item(s) will be considered separately following approval of the Consent Agenda.

It is recommended that the board approve/ratify/authorize/accept the following items, and recommends that the School Board authorize the school principal and/or his designee to sign any and all necessary documents.

- A. Minutes of the Regular Board Meeting of November 15, 2012
- B. November/December Monthly Budget Report
- C. Approval of new Board members
 - Mr. Steve Gonzales
 - Mrs. Debbie Person

Motion: _____ Second: _____ Vote: _____

V. **ACTION ITEMS**

- A. ***The Board is being asked to approve aligning with the National Independent Study Accreditation Council (NISAC) for the purpose of becoming a Candidate For Accreditation and then a fully Accredited PSP (home-school)***

Motion: _____ Second: _____ Vote: _____

- B. ***The Board is being asked to approve amending the following Articles/Sections of the CCA Bylaws:***

- 1. **Article IV (Admission) Section 1, paragraph d and f, to be amended as:**
 - a. (d) ~~parents must~~ apply for and be granted membership to Home School Legal Defense Association (HSLDA)
 - b. (f) **Complete** all necessary enrollment forms ~~must be completed and~~ signed by both parents (unless separated, divorced, or widowed) and submitted to CCA along with **all required** registration fees
- 2. **Article IV (Admission) Section 2, paragraph a, b, c (sub-paragraph 1-2) d, to be amended as:**
 - a. Open enrollment for CCA begins June 1st and ends ~~July 31~~ **June 30th**. Students may **continue to** be enrolled **throughout the current school year**. ~~until the Friday prior to the Labor Day Holiday. Thereafter, only transferring students may be accepted for enrollment.~~ This will remain in affect unless amended by the board.
 - b. An annual ~~enrollment~~ **registration** fee per family shall be established by the Board and must be paid at the time of registration. This ~~enrollment~~ fee is non refundable.
 - c. Those families enrolled in the ~~Independent Study Program (ISP)~~ **Private Satellite Program (PSP)** shall be charged ~~a monthly~~ **an annual** tuition fee. This fee shall be established by the Board.
 - (1) The **tuition fee may be paid** monthly ~~tuition will be~~ **and will be due** on the 1st of every month beginning September and ending in June.
 - (2) A discount policy ~~will~~ **may** be established for members of CCA. Discounts may include but are not limited to:
 - (a) paying a full year's tuition in advance
 - (b) the teaching of an enrichment or core classes
 - (c) the referring of perspective family members

- (3) Late charges will be applied to the family if the monthly tuition and/or other required documents (i.e. attendance, report cards etc.) is not received by the 10th of each month. Penalty fees shall be applied to all checks that are returned by a bank.
 - (4) Parents may be dropped from CCA's ISP program, should they become two months behind in tuition.
 - (5) Release of school records may be delayed if financial obligations are not met.
- d. Families who choose not to participate in the ~~ISP~~ **PSP** program will have the option of joining CCA's Fellowship Program. This will require a non refundable annual enrollment fee and a semester fellowship fee. ~~ISP~~ **PSP** and Fellowship fees may be subject to change without notice.
3. **Article V (School Advisory Board), Section 1 to be amended as:**
 - a. "The School Advisory Board, ~~shall~~ **may** consist of **up to** five (5) members until the number of the Board is changed by amendment to these bylaws. A simple majority is needed to transact business."
4. **Article V (School Advisory Board), Section 2 to be amended as:**
 - a. "**When the School Advisory Board consists of five (5) members,** three (3) members of the Board shall constitute a quorum and an affirmative vote of ~~three (3)~~ **two (2)** members shall be required to transact business. **When the School Advisory Board consists of less than five (5) members, two (2) members of the Board shall constitute a quorum and an affirmative vote of two (2) members shall be required to transact business.**"
5. **Article V (School Advisory Board) Section 5-10 to be amended as:**
 - a. Renumbering Sections 4-9
6. **Article V (School Advisory Board) Section 5 to be amended as:**
 - a. Any action of the Board may be taken without a meeting, if all members of the Board individually or collectively consent ~~in writing~~ to this action. Such ~~written~~ consent or consents shall be recorded ~~filed with~~ in the minutes of the proceedings of the Board.
7. **Article VI (Officers), Section 1 to be amended as:**
 - a. "The officers of this corporation shall be elected from the Board. There shall be a President, **and may consist of a** Vice President, and any other such officers as the Board may appoint. The office of Secretary is established and can be held by any member of the board or its organization. One person may hold two or more offices. The officers of this corporation shall be elected at its annual organizational meeting in July or soon as possible thereafter."
8. **Article VI (Officers), Section 5 to be amended as:**
 - a. In the absence or disability of the President, the Vice President shall assume the duties of the President and have such other powers and perform such other duties as may be prescribed from time to time by the Board. **If the Vice President is unable or unwilling to assume the duties of the President, the Board Secretary shall assume the duties of the President.**
9. **Article VI (Officers), Section 7 to be amended as:**
 - a. The ~~school's~~ finance director shall receive and safely keep all funds of the corporation and deposit them in the bank or banks that may be designated by the Board.
10. **Article VII (School Employees), Section 3, Sub-Paragraph b (Assistant Principal) to be amended as:**
 - a. He/She will assist the principal with the duties of the day to day operations of CCA **and implement and manage the policies, regulations, and procedures of the school Board.**
11. **Article VII (School Employees), Section 7 to be amended as:**
 - a. School employees **or other** staff members, ~~and/or volunteers, shall~~ **may** receive ~~no~~ compensation for their services. ~~unless changed by amendment to these bylaws.~~ School employees and/or staff members as defined by Article VII, Section 1, may receive **compensation in the form of a stipend,** a reduction in tuition, **and/or a reduction in** registration fees for the enrollment of their child(ren) in CCA. **Recommendation for the amount and type of compensation shall be made by the school principal and approved** ~~Reduction in registration and/or tuition fees shall be determined by the Board.~~

12. **Article VIII (Meetings), Section 3 to be amended as:**
a. The Board shall hold its annual reorganization meeting in early July. The Board must meet at least ~~annually~~ **four (4) times a year** but there shall be no limit to the number of times meetings are held during a given year.
13. **Article VIII (Meetings), Section 4 to be amended as:**
a. Regular meetings of the Board ~~shall~~ **may** be held at any place, **any time, or in any manner (telephone, video, or internet conferencing, etc.)**, within or without of the state **in which the school resides**, that has been designated ~~from time to time~~ by resolution of the Board. In the absence of such designation, ~~the regular meetings shall be held monthly Unless otherwise stated, the meetings will be held~~ and at the homes of the various Board members.
14. **Article VIII (Meetings), Section 5 to be amended as:**
a. The President, **school principal**, or not less than two (2) members of the Board may call a meeting at any time necessary. No such meeting may be called to order without the presence of the President, unless he/**she** agrees or declines to attend.

Motion: _____ Second: _____ Vote: _____

- C. ***The Board is being ask to consider approving the purchase of Common Goal Systems's (School Insight) Web-based Student Management System program.***

Motion: _____ Second: _____ Vote: _____

VI. ***FINAL COMMENTS/GOOD OF THE ORDER***

VII. ***ADJOURNMENT/PRAYER*** _____ A.M./P.M.