

Pacific View Charter School

A California Public School and Nonprofit 501 (c)(3) Corporation

3670 Ocean Ranch Blvd., Oceanside, California 92056

Phone # (760) 757-0161

AGENDA

Board of Trustees' Meeting – Tuesday, January 18, 2011

Closed Session 4:00 pm

Regular Meeting begins at 5:00 pm or at the conclusion of Closed Session

- 1.0 Call to Order/Roll Call
- 2.0 Approval of Agenda **Action**
- 3.0 Pledge of Allegiance
- 4.0 Closed Session
 - 4.1 Consideration of expelled student #1163612103 to attend PVCS (Ed Code 48918) **Action**
 - 4.2 Consideration of expelled student #47140 to attend PVCS (Ed Code 48918) **Action**
 - 4.3 Consideration of expelled student from Oceanside Unified to attend PVCS (Ed Code 48918) **Action**
- 5.0 Report of Action Taken In Closed Session
- 6.0 Introductions
- 7.0 Public Comment
- 8.0 Director's Report **Information**
- 9.0 Treasurer's Report Period Ending January 31, 2011 **Information**
- 10.0 Consent Calendar

These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.

 - 10.1 Minutes from the Board Meeting of December 13, 2010. **Action**
- 11.0 Action/Discussion Items
 - 11.1 Facilities Update **Information**
 - 11.2 Cafeteria Plan Amendment **Action**
 - 11.3 Charter Amendment Update **Information**

12.0 **Board/Staff Discussion**

13.0 **Adjournment**

9.0

PACIFIC VIEW CHARTER SCHOOL

BOARD OF TRUSTEES' MEETING
January 18, 2011

2010/11 TREASURER'S REPORT
FOR PERIOD ENDING December 31, 2010

PACIFIC VIEW CHARTER SCHOOL

Treasurer's Report
January 18, 2011 Board Meeting

2010/11 - General Fund (Charter Schools Enterprise Fund)
Statement of Activities for the Period Ending December 31, 2010

Revenues			2010/11	2010/11	Year-to-Date	Remaining	%
Object	Resource	Description	First Interim Budget	Revised Budget	7/1 - 12/31/10 Transactions	Budget	Budget Remaining
8015	0000	General Purpose Entitlement	1,791,496	1,791,496	901,311	890,185	50%
8096	0000	Transfer to Charter School Revenue Limit	888,291	888,291	253,641	634,650	71%
8290	3205	Education Jobs Fund	86,262	86,262	77,636	8,626	10%
8560	1100	Lottery	45,450	42,267	-3,184	45,451	108%
8560	6300	Restricted Lottery	9,931	9,931	2,083	7,848	79%
8590	0000	Categorical Block Grant/Other State Funding	221,163	221,163	126,724	94,439	43%
8660	0000	Interest	6,015	6,015	561	5,454	91%
8699	0000	All Other Local Revenue	5,500	5,500	983	4,517	82%
8919	0000	Other Authorized Interfund Transfers	0	0	0	0	0%
Grand Total All Revenues:			<u>3,054,108</u>	<u>3,050,925</u>	<u>1,359,755</u>	<u>1,691,170</u>	<u>55%</u>

Expenditures

Object	Certificated Personnel Salaries:						
1100	Teacher		1,100,438	1,079,769	539,395	540,374	50%
1300	Supervisors and Administrators		363,510	363,510	175,685	187,825	52%
1900	Other Certificated		0	0	0	0	0%
Total Certificated Personnel Salaries:			<u>1,463,948</u>	<u>1,443,279</u>	<u>715,080</u>	<u>728,199</u>	<u>50%</u>

PACIFIC VIEW CHARTER SCHOOL

Treasurer's Report
January 18, 2011 Board Meeting

2010/11 - General Fund (Charter Schools Enterprise Fund)
Statement of Activities for the Period Ending December 31, 2010

	<u>Description</u>	2010/11 First Interim Budget	2010/11 Revised Budget	Year-to-Date 7/1 - 12/31/10 Transactions	Remaining Budget	% Budget Remaining
Object	<u>Classified Personnel Salaries:</u>					
2100	Instructional Aides	1,544	1,544	1,544	0	0%
2300	Supervisors and Administrators	181,389	181,389	91,625	89,764	49%
2400	Clerical, Technical and Office	29,205	29,205	14,227	14,978	51%
2900	Other Classified Salaries	70,689	55,033	26,582	28,451	52%
	Total Classified Personnel Salaries:	282,827	267,171	133,977	133,194	50%
	<u>Total Employee Benefits:</u>	402,886	397,055	178,591	218,464	55%
	<u>Books and Supplies:</u>					
4100	Textbooks	10,900	10,900	4,898	6,002	55%
4200	Books and Other Reference Materials	0	0	0	0	0%
4300	Materials and Supplies	60,664	63,285	33,558	29,727	47%
4400	Non Capitalized Equipment	0	0	0	0	0%
	Total Books and Supplies:	71,564	74,185	38,456	35,729	48%
	<u>Services and Other Operating Expenditures:</u>					
5200	Travel and Conferences	22,842	23,642	17,198	6,444	27%
5300	Dues and Memberships	12,680	12,680	5,638	7,042	56%
5500	Operations and Housekeeping Services	19,000	19,000	8,528	10,472	55%
5600	Rentals, Leases, Repairs, and Non capitalized Improvements	27,277	27,277	27,056	221	1%
5800	Professional Consulting Services & Operating Expenses	686,177	723,258	339,838	383,420	53%

PACIFIC VIEW CHARTER SCHOOL

Treasurer's Report

January 18, 2011 Board Meeting

2010/11 - General Fund (Charter Schools Enterprise Fund)
Statement of Activities for the Period Ending December 31, 2010

<u>Object</u>	<u>Description</u>	<u>2010/11 First Interim Budget</u>	<u>2010/11 Revised Budget</u>	<u>Year-to-Date 7/1 - 12/31/10 Transactions</u>	<u>Remaining Budget</u>	<u>% Budget Remaining</u>
	<u>Services & Other Operating Expenses (con't)</u>					
5900	Communications:	7,438	7,438	4,444	2,994	40%
	Total Services & Other Operating Expenses:	775,414	813,295	402,703	410,592	50%
6XXX	<u>Capital Outlay</u>	133,531	133,531	66,765	66,766	50%
7XXX	<u>Other Outgo and Transfers Out</u>	0	150,000	150,000	0	0%
	Grand Total All Expenditures:	<u>3,130,170</u>	<u>3,278,516</u>	<u>1,685,573</u>	<u>1,592,943</u>	<u>49%</u>
	Beginning Fund Balance	441,299	441,299			
	Increase/Decrease	-76,062	-227,591			
	Ending Fund Balance	365,237	213,708			
9711 000	Reserve for Revolving Cash	200	200			
9770 000	Designated for Economic Uncertainties	93,905	93,905			
9780 009	Facilities Maintenance Reserve	50,000	40,000			
9780 000	Reserved for Growth	221,132	79,603			

PACIFIC VIEW CHARTER SCHOOL

Treasurer's Report

January 18, 2011 Board Meeting

2010/11 - Special Reserve/Capital Projects Fund

Statement of Activities for the Period Ending December 31, 2010

<u>Revenues</u>		2010/11	2010/11	Year-to-Date	Remaining	%
<u>Object</u>	<u>Description</u>	First Interim	Revised	7/1-12/31/2010	Budget	Budget
		Budget	Budget	Transactions		Remaining
8660	Interest	5,000	5,000	1,075	3,925	78.5%
8919	Other Transfers In - General Fund (CSEF)	0	150,000	150,000	0	0.0%
	Grand Total All Revenues:	<u>5,000</u>	<u>155,000</u>	<u>151,075</u>	<u>3,925</u>	<u>2.5%</u>

Expenditures

<u>Object</u>	<u>Description</u>	2010/11	2010/11	Year-to-Date	Remaining	%
		First Interim	Revised	7/1-12/31/2010	Budget	Budget
		Budget	Budget	Transactions		Remaining
	<u>Services and Other Operating Expenditures</u>					
4400	Non-Capitalized Equipment	0	0	0	0	0.0%
5600	Rental, Lease and Repair	0	0	0	0	0.0%
5800	Professional Consulting Services & Operating	5,000	7,295	6,995	300	0.0%
	Total Services and Other Operating Expenditures:	<u>5,000</u>	<u>7,295</u>	<u>6,995</u>	<u>300</u>	<u>0.0%</u>
	<u>Capital Outlay</u>					
6200	Buildings and Improvements of Buildings	396,442	396,442	396,441	1	0.0%
6400	Equipment	0	0	0	0	0.0%
6500	Equipment Replacement	0	0	0	0	0.0%
		<u>396,442</u>	<u>396,442</u>	<u>396,441</u>	<u>1</u>	<u>0.0%</u>
7619	<u>Transfers Out</u>	0	0	0	0	0.0%
	Grand Total All Expenditures:	<u>401,442</u>	<u>403,737</u>	<u>403,436</u>	<u>301</u>	<u>0.1%</u>
	Beginning Fund Balance	643,196	643,196			
	Increase/Decrease	-396,442	-248,737			
	Ending Fund Balance	246,754	394,459			

9780	Funds Loaned for Payroll Due From Other Funds		150,000			
			544,459			

10.1

Pacific View Charter School

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3670 Ocean Ranch Blvd., Oceanside, CA 92056
Phone # (760) 757-0161

Minutes

Board of Trustees' Meeting December 13, 2010
5:00 p.m.

1. Call To Order

President Brown called the meeting to order at 5:02 pm with Trustees Stanfield, Neilson, Campbell (ex-officio) & Benson (ex-officio) present.

2. Approval of Agenda

Moved by Trustee Stanfield and seconded by Trustee Brown to approve the agenda as presented.

AYES: Brown, Stanfield, & Neilson

NOES: None

ABSTAINED: None

3. Pledge of Allegiance

The pledge was led by Trustee Campbell.

4. Introductions

Lena Rumps Student Support Advisor, Chyanne Pinedo, Kathy Crouse Assistant Director, Jessica Venezia Curriculum Coordinator, Lori Bentley Business Services Tech, John Sturm Technology Coordinator, Franky Ruiz, Rachel Pinedo

5. Public Comment

None

6. Director's Report

- ✚ We have 461 students enrolled; 34 in our High School K12® program, 287 in our traditional program, and 140 in our K-8 program.
- ✚ Jessica attended iNACOL (technology) Conference in Arizona.
- ✚ Sandy and I had a conference call with Jed Wallace from CCSA to discuss the challenges personalized learning programs are facing. Facilities funding is the priority.
- ✚ Field Trips – Sea World took place on December 8, Oliver the musical on November 18.
- ✚ Fundraisers – Fresh and Easy was held at the Oceanside Blvd. site on November 17; On December 3rd some of the staff were at

the Oceanside Barnes and Noble. We played games, colored, had a face painting table, and had a table with information.

- ✚ The donation fundraiser for the Salvation Army ended December 10.
- ✚ We had a meeting with the K12® representatives to discuss making changes to increase enrollment.

7. Treasurer's Report

- ✚ Refer to handout
- ✚ Little change in November
- ✚ As changes have taken place I have reported them, but most of the changes have taken place since the adopted budget.

8. Consent Calendar

Moved by Trustee Stanfield and seconded by Trustee Neilson to approve the Consent Calendar as presented.

AYES: Stanfield, Brown, & Neilson
NOES: None
ABSTAIN: None

9. Action Discussion Items

9.1 Moved by Trustee Stanfield and seconded by Trustee Neilson to approve the Annual Audit for 2009-10 as presented by Brian Hadley.

AYES: Stanfield, Brown, & Neilson
NOES: None
ABSTAIN: None

9.2 Moved by Trustee Brown and seconded by Trustee Stanfield to approve the 2010-2011 First Interim Report as presented.

AYES: Stanfield, Brown, & Neilson
NOES: None
ABSTAIN: None

9.3 American Corporations Code

As directed the staff did more research regarding the American Corporations Code 50474 and contacted legal counsel. The code requires anyone that holds a Trustee position to be a voting member. Staff is recommending that the Director, Business Manager and District Representative keep their positions with voting rights. At the directive of the Board, the Director will make an appointment with the District to start the process of amending the Charter to remove the ex-officio status and replace it with voting rights status for these positions.

Staff is also recommending that we keep the positions status quo until the Charter has been amended and approved by the Oceanside Unified School District Board.

9.4 Moved by Trustee Brown and seconded by Trustee Stanfield to approve Resolution #10-002 as presented.

AYES: Stanfield, Brown, Neilson

NOES: None

ABSTAIN: None

10. Board/Staff Discussion

President Brown informed the Board that Dr. Robyn Phillips' husband died unexpectedly two weeks ago. Services will be held this Thursday at the Scripps Institute of Oceanography. There has been a scholarship fund established in his name in the Poway School District.

The Board thanked Kathy Crouse for the wonderful homemade bread.

11. Adjournment – President Brown adjourned the meeting at 5:50 pm.

11.2

CAFETERIA PLAN AMENDMENT
FOR
PACIFIC VIEW CHARTER SCHOOL CAFETERIA PLAN

ARTICLE I
PREAMBLE

- 1.1 **Adoption and effective date of amendment.** The Employer adopts this Amendment to Pacific View Charter School Cafeteria Plan ("Plan"). This Amendment is intended to cover the requirements of Michelle's Law, the Mental Health Parity and Addiction Equity Act of 2008, and the Genetic Information Nondiscrimination Act of 2008. It also reflects certain provisions of the Affordable Care Act of 2010 (the Patient Protection and Affordable Care Act and the Health Care and Education Reconciliation Act. (PPACA)). The Employer intends this Amendment as good faith compliance with the requirements of these provisions. This Amendment shall be effective on or after the dates the Employer elects below.
- 1.2 **Supersession of inconsistent provisions.** This Amendment shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.

ARTICLE II
MICHELLE'S LAW

- 2.1 **Effective Date.** This Section is effective for Plan Years beginning on and after January 1, 2010.
- 2.2 **Definition of Dependent.** The Plan's definition of "Dependent" for purposes of an account or arrangement subject to Code Section 105(h) is amended by the addition of the following:

The requirement that a Dependent child have full-time student status in order to extend coverage past a stated age will generally not apply if the child's failure to maintain full-time status is due to a medically necessary leave of absence or other change in enrollment (such as reduction of hours). If the child's treating physician certifies in writing that the child is suffering from a serious illness or injury, and that the leave of absence or other change in enrollment is medically necessary, coverage may continue for up to a year after the date the medically necessary leave of absence or other change in enrollment begins. To be eligible for the extension, the child must be enrolled in the Plan as a full-time student immediately before the first day of the medically necessary leave of absence. This extension of coverage continues to apply if the manner of providing coverage under the Plan changes (such as from self-funded to fully insured) if the changed coverage continues to provide coverage for dependent children. However, this extension does not extend coverage beyond the date that a child fails to meet the dependent eligibility requirements other than the requirement to be a full-time student.

Except for a student who is on a medically necessary leave of absence, full-time student coverage continues between semester/quarters only if the student is enrolled as a full-time student in the next regular semester/quarter. If the student is not enrolled as a full-time student, coverage will be terminated retroactively to the last day of the attended school term.

Effective for Plan Years that begin after September 23, 2010, Michelle's Law will become obsolete for all plans because of changes implemented by the Patient Protection and Affordable Care Act of 2010 (PPACA). Should an Employer exercise its option of adopting the relevant provisions of PPACA early, Michelle's Law will continue until the first plan year following the employer's

early adoption. For all other plans, Michelle's Law will remain effective until the first Plan Year beginning after September 23, 2010. See ARTICLE V for a definition of The Patient Protection and Affordable Care Act of 2010.

**ARTICLE III
MENTAL HEALTH PARITY AND ADDICTION EQUITY ACT**

- 3.1 **Effective Date.** This Section is effective for Plan Years beginning on and after January 1, 2010.
- 3.2 **Mental Health Parity and Addition Equity Act.** Notwithstanding anything in the Plan to the contrary, the Plan will comply with the Mental Health Parity and Addiction Equity Act and ERISA Section 712.

**ARTICLE IV
GENETIC INFORMATION NONDISCRIMINATION ACT (GINA)**

- 4.1 **Effective Date.** This Section is effective for Plan Years beginning on and after January 1, 2010.
- 4.2 **Genetic Information Nondiscrimination Act.** Notwithstanding anything in the Plan to the contrary, the Plan will comply with the Genetic Information Nondiscrimination Act.

**ARTICLE V
PATIENT PROTECTION AND AFFORDABLE CARE ACT OF 2010 (PPACA)**

- 5.1 **Change in Reimbursement.** Effective January 1, 2011, the Plan's definition of "Medical Expense" under the Health Care Reimbursement Arrangement and Health Flexible Spending Account is amended by the addition of the following:

Notwithstanding anything in the Plan to the contrary, a Participant may not be reimbursed for the cost of any medicine or drug that is not "prescribed" within the meaning of Code Section 106(f) or is not insulin. In addition, only medicine or drugs considered to be prescription drugs under Code Section 106(f) (not "over-the-counter" drugs obtained under prescription) shall be able to be purchased by debit and/or credit cards issued to be used in conjunction with the Plan.
- 5.2 **Claims for Reimbursement:** Non-prescription drug costs incurred during the Grace Period related to the 2010 Plan Year shall not be reimbursed.
- 5.3 **Effective Date.** The Section below is effective for Plan Years beginning on and after September 23, 2010 unless otherwise stated.
- 5.4 **Dependent:** The Plan's definition of "Dependent" is amended by the addition of the following:

"Dependent" shall include any child of a Participant who is covered under an Insurance Contract, as defined in the Contract, or under the Health Flexible Spending Account or Health Reimbursement Arrangement as allowed by reason of the Affordable Care Act.

Notwithstanding anything in the Plan to the contrary, a participant's child may remain on the Plan until the end of the calendar year in which the dependent attains age 26. A Participant's "Child" includes his natural child, stepchild, foster child, adopted child, or a child placed with the Participant for adoption. An Employee's Child will be an eligible Dependent until reaching the limiting age of 26, without regard to student status, marital status, financial dependency, or residency status with the Participant or any other person. When the child reaches the applicable limiting age, coverage will end at the end of the calendar year.

The phrase "placed for adoption" refers to a child whom the Employee intends to adopt, whether or not the adoption has become final, who has not attained the age of 18 as of the date of such placement for adoption. The term "placed" means the assumption and retention by such Participant of a legal obligation for total or partial support of the child in anticipation of adoption of the child. The child must be available for adoption and the legal process must have commenced.

- 5.5 **Dependent.** The Plan's Change in Status provisions are amended by the addition of the following:

Notwithstanding anything in this Section to the contrary, the gain of eligibility or change in eligibility of a child up to the end of the year in which a child attains age 26, as allowed under Code Sections 105(b) and 106 and IRS Notice 2010-38, shall qualify as a change in status.

Note: Qualified Reservist Distributions

Effective July 16, 2008, an Active Military Participant may request a Qualified Reservist Distribution. Since the HEART provisions are optional, please notify us if you would like to amend your Plan by adding this language to your current Plan Document.

IN WITNESS WHEREOF, this Amendment has been executed to the Cafeteria Plan this _____ day of _____, _____.

Pacific View Charter School
Name of Employer

By:

Employer

CERTIFICATE OF ADOPTING RESOLUTION

The undersigned authorized representative of Pacific View Charter School (the Employer) hereby certifies that the following resolutions were duly adopted by Pacific View Charter School on _____, _____, and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, that the Amendment to the Pacific View Charter School Cafeteria Plan (the Amendment) is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a copy of the Amendment approved and adopted in the foregoing resolution.

Date: _____

Signed: _____

[print name/title]