



**EL CAMINO REAL ACADEMY**  
**GOVERNING COUNCIL MEETING**



**MONDAY MAY 20, 2019**

**IN THE PRINCIPAL'S OFFICE AT ECRA**

**MINUTES**

1. Preliminary Business
  - A. Call to Order  
7:02 a.m.
  - B. Roll Call  
Governing Council Present: Rachel Query, Tommy Collins, Sarah McMahon (phone), Jim Nettle, Marsha Majors  
Staff Present: Jennifer Mercer, Mary Scofield, Jessica Glazebrook, Denise Brown
  - C. Approval of Agenda  
Jim Nettle motioned to approve the May 20, 2019 agenda. Tommy Collins seconded the motion. Council members unanimously approved.
  - D. Approval of Minutes  
Tommy Collins motioned to approve the April 23, 2019 minutes. Jim Nettle seconded the motion. Council members unanimously approved.
2. Public Comment  
None
3. DISCUSSION/ACTION ITEMS
  - A. Special Education Law and Compliance (Discussion)  
Deborah Duncan from CES conducted and special education internal file audit and presented the results and recommendations of the review.
  - B. April, 2019 Financial Statements and Disbursements (Action)  
Rachel Query motioned to approve the April, 2019 Financial Statements and Disbursements as recommended by the Finance Committee. Council members unanimously approved.
  - C. BARS (Action)  
Rachel Query motioned to approve BARS FY19-20, FY19-21, FY19-22, FY19-23, and FY19-24 as recommended by the Finance Committee. Council members unanimously approved.



- D. Approval of Temporary Loans to Other Funds (Action)  
Rachel Query motioned to approve the Temporary Loans to Other Funds as recommended by the Finance Committee. Council members unanimously approved.
- E. Approval of Principal's Contract for FY20 (Action)  
Rachel Query motioned to approve the Principal's Contract for FY20 as recommended by the Finance Committee. Council members unanimously approved.
- F. Budget Update (Discussion)  
Mary Scofield will present the update in the June 2019 meeting.
- G. Bids Awarding of the SY20 Food Service Management Company RFP to Canteen (Action)  
Rachel Query motioned to approve the Bids Awarding of the SY20 Food Service Management Company RFP to Canteen as recommended by the Finance Committee. Council members unanimously approved.
- H. Approval to Increase the Purchase Order for Additional HVAC Unit (Action)
- I. Rachel Query motioned to approve Increase the Purchase Order for Additional HVAC as recommended by the Finance Committee. Council members unanimously approved.
- J. Update on PSCOC Grant Application(Discussion)  
Mary Scofield updated the council on the PSCOC Grant Application.
- K. Changes to Various Documents to Address Principal Complaint Process (Discussion)  
Mary Scofield and Jennifer Mercer updated and presented recommended changes to the council.
- L. ECRA Mission Review (Discussion)  
Jennifer Mercer updated the council on a possible revision to ECRA's mission.
- M. Principal's Report (Discussion)  
Jennifer Mercer updated the council on: the special education audit, golf tournament progress, discussion with Dr. Escobedo, the Bilingual and EL Department, K-5 Plus grant approval, extended learning grant approval, the art grant, Title III grant coming up, community school grant coming soon, teacher evaluations, working with consultant Donna Miles, Charter School Conference in June, Solutions Group, parent family communication, school beautification project, El Mezquite donation, soil donation, Literacy Night, the raised garden, contract renewals, senior presentations, kindergarten graduation, senior graduation, survey for year-round school, Principal's



work hours on Tuesdays in the summer, phone and computer wiped by prior administrator is documented, enrollment for next school year, K5 Plus enrollment, and marketing.

4. Concluding Business

I. Discussion of other business and issues

Tommy Collins mentioned that the crossing guard lights are not working.

II. Announcements

None

III. Next Meeting Date

June 17, 2019 at 7:00 a.m.

IV. Adjournment

9:12 a.m.

DRAFT