



GOLDEN CHARTER ACADEMY

GOLDEN CHARTER ACADEMY PUBLIC CHARTER SCHOOL

Board of Trustees Meeting Minutes

Thursday, April 15th, 2021

2:30 PM via Teleconference

<https://us02web.zoom.us/j/82381191653>

I. MEETING CALLED TO ORDER

- A. Public Meeting Called to Order at **2:36 p.m.** by Trustee González.
- B. Swearing in of Board Member, Scott Barton, by Trustee González.
- C. Roll Call taken at **2:37 p.m.**

<i>Board of Trustees</i>	<i>Present</i>	<i>Absent</i>
Dr. Ed González, Board Chair	X	
Keshia Thomas, Vice Chair	X	
Dr. Brad Huff	X	
Dr. Bard De Vore	X	
Ruthie Quinto	X	
Scott Barton	X	
<i>Corporate Officers</i>	<i>Present</i>	<i>Absent</i>
Robert Golden	X	
Martha Arellano		X

- D. Pledge of Allegiance
- E. Approval of Agenda
Trustee Huff made a **motion** to approve the April 15 Agenda, seconded by Trustee Thomas. **Motion passed.**

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

II. OPEN SESSION

A. PUBLIC COMMENT

This portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or items that may be on the agenda. Each presentation will be limited to three (3) minutes per person and the total time allotted to non-agenda items will not exceed fifteen (15) minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer a matter to another agenda. The Board is not obligated to make comments.

Please refer to the recording at [this link](#) for public comments.

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B. REPORTS

CEO REPORT (Robert Golden, President & CEO)

- i. Lottery Enrollment
The registration deadline for 2021-2022 is Monday, April 19th, at 11:59 p.m. The Lottery Enrollment will take place on Friday, April 30th, at 5:30 p.m. via teleconference (Zoom).
Lottery flyer and pre-lottery letter will be sent to registered families prior to the scheduled event, outlining the lottery procedure and enrollment preferences.
Lottery procedure confirmed by legal counsel and CSSA.
- ii. Charter School of Growth Fund – GCA has entered the semi-finalist round. Mid-May notification of finalists, selection of award recipient in June.
- iii. Facilities Update – OLV is in good condition and the Facilities Director is accommodating in the desire for a clean-up. Architect has reports of due diligence at the Belmont Facility.
- iv. Website Update
The Public Webinar (4/2/2021) was a success and is available for public viewing on YouTube and the school website. Click [here](#) to view.
Total of 280 online registration forms submitted.
- v. Teacher Final Interviews
First phases of teacher interviews conducted at OLV and FCZ.
Final interview takes place at Lost Lake on Monday, April 19th.
- vi. Letters of Intent (LOI) and Contracts – LOIs were distributed to preferred candidates and contract templates were provided by the attorney.
- vii. NFL Donation (\$40K) from Kendricks received. Attorney will provide policies and procedures on how to accept donations in anticipation of further philanthropic donations.
- viii. Press and Latest News – NFL and Steelers feature airing this week; AZA story published about GCA on their website; and a new connection with the San Antonio Zoo School.

C. FACILITIES REPORT (Trustee González)

Trustee González supported the results of the walk-through and building assessment at OLV as stated in the CEO Report by Robert Golden.

D. TREASURER'S REPORT (Jim Weber, Charter Impact)

Jim Weber presented a revised budget reflecting additional staff positions. Trustee González clarified that 9 full-time classified positions were converted to 18 part-time positions without benefits and covered more time throughout the day. The expected expenditure for 2021-2022 is approximately \$2.5 million, excluding philanthropy or donations and additional revenue sources available. Temporary placeholders for special activities are subject to change as the curriculum model develops, which Trustee De Vore emphasizes depends heavily on in-field experiences and field trips.



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E. ACTION ITEMS

- i. Board reviewed and approved Meeting Minutes for April 1, 2021.
Trustee Huff made a **motion** to approve the Board Meeting Minutes for 4/1/2021, seconded by Trustee De Vore. **Motion passed.**

(AYES: 5 / NOES: 0 / ABSTAIN: 1)

Trustee Quinto made a **motion** to move item **E-vii** before item **E-ii** on the Agenda, seconded by Trustee De Vore. **Motion passed.**

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

- ii. Approval of 10- to 11-month School Calendar.
Discussion and highlight of differences between the 10- and 11-month School Calendars by Trustee González, namely start dates and projected Professional Development dates. Thomas made a **motion** to approve the 10-month School Calendar, seconded by Trustee Huff. **Motion passed.**

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

- iii. Approval of 10- or 11-month Salary Schedule with Revised Salary Range.
Discussion and definition of differences between the 10- and 11-month Salary Schedules by Trustee González. Steps and columns reflected in both Schedules exhibit the difference in total expenses towards compensating teachers. Trustee Quinto suggests an amendment to the step increase on the 10-month Salary Schedule from 2.5% to 2.0% to match the pre-approved salary range. Trustee Huff made a **motion** to approve the 10-month Salary Schedule with a 2.0% step increase, seconded by Trustee Quinto. **Motion passed.**

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

- iv. Approval of Job Descriptions for Paraeducators, Education Specialist, Education Specialist Paraeducator, and Office Technician.
With the approval of a 10-month School Calendar, the number of workdays changes from 203 to 198 days for Paraeducators. Trustee Thomas advises Paraeducator involvement in Professional Development alongside Teachers. Trustee González clarifies that the number of paraeducators reflects a morning and afternoon paraeducator, resulting in 18 paraeducator positions. Trustee Thomas recommends raising the hourly rate from \$15 to \$16. Trustee Quinto suggests raising rates and including benefits for paraprofessionals to avoid the “revolving door” in the future. Trustee Thomas made a **motion** to approve the Job Description and listed responsibilities for Paraeducators at \$16 per hour, seconded by Trustee Huff. **Motion passed.**

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

Trustee González clarifies that the Education Specialist is the new term for the Special Education Teacher, reflective of the credential needed for the position. The salary is the same as the other teaching positions but will have a different schedule along with different responsibilities, including caseload for IEPs and



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504s. Trustee Huff made a **motion** to approve the Description and Salary Range for the Education Specialist, seconded by Trustee Thomas. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

With the approval of a 10-month School Calendar, the number of workdays changes from 203 days for the Office Technician, a full-time classified position. Trustee González suggests increasing the hourly rate considering the skills needed to fulfill this position. Trustee Thomas made a **motion** to approve the Job Description for the Office Technician contingent upon increasing the hourly rate to \$16 and appropriate number of days to work, seconded by Trustee Huff. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

Trustee González points out that the description for the Education Specialist Paraeducator denotes additional responsibilities to the General Education Paraeducator and clarifying that it will be a full-time position with benefits. Trustee Thomas made a **motion** to approve the Job Description and increase the hourly rate to \$17 for the full-time Education Specialist Paraeducator, seconded by Trustee Huff. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

v. Approval of the application for Charter School Revolving Loan through CSFA. This is an application for a \$250,000 revolving loan through CSFA for start-up charter schools. Trustee Thomas made a **motion** to approve the application for the Charter School Revolving Loan, seconded by Trustee Huff. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

vi. Approval of the Hansberger & Klein Attorney Agreement. Trustee Quinto questions the rate for the Facility Search. The response was that another firm would be utilized for facilities, and Hansberger & Klein would be utilized for charter school needs and daily operations matters. Trustee Thomas asks for clarity on this for the Board to review. Trustee Huff made a **motion** to approve the Hansberger & Klein Attorney Agreement, seconded by Trustee Thomas. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

vii. Approval of the Interim Administrative Assistant Contract. Trustee Thomas made a **motion** to approve the Interim Administrative Assistant Contract, seconded by Trustee Quinto. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

viii. Approval of the Godfathering Salary Step for Teachers. Trustee González clarifies that this is a cost containment procedure. The Board discussed a step cap and giving credit for years of teaching experience, which may change before the approval of next year's contracts. Trustee De Vore made



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a **motion** to approve giving 5 years of credit and capping it at Step 6 for this year's contracts, seconded by Trustee Barton. **Motion passed.**

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

- ix. Approval of Determine Benefits Amounts.
Trustee González clarifies that \$7,500 was budgeted for this year's benefits. This agenda item will be moved to a future Board Meeting.
- x. Approval of Contract with Mandy Breuer.
Trustee Thomas made a **motion** to approve the Principal Contract with Mandy Breuer with the contingency of appropriate minute details reflected accurately, seconded by Trustee De Vore. **Motion passed.**
(AYES: 6 / NOES: 0 / ABSTAIN: 0)
- xi. Approval of At-Will Certificated Employment Agreement Templates (Teacher Contracts), with the addition of board-approved Professional Development dates and Benefit Amounts.
Trustee González clarifies that these templates were prepared by the attorneys and can be approved with placeholders. Teachers will need to be approved by the Board, but the contracts will be available for the candidates. Trustee Thomas made a **motion** to approve the At-Will Certificated Employment Agreement Templates, seconded by Trustee Huff. **Motion passed.**
(AYES: 6 / NOES: 0 / ABSTAIN: 0)
- xii. Approval of Student Information System (SIS).
Trustee Thomas made a **motion** to adopt the Aeries SIS, seconded by Trustee De Vore. Aeries is to be noted as costly, and preferred if it falls within the school's budget. **Motion passed.**
(AYES: 6 / NOES: 0 / ABSTAIN: 0)

F. RATIFICATIONS

- i. PCSGP Grant Payment (\$10,000);
Trustee Thomas made a **motion** to approve the PCSGP Grant Payment, seconded by Trustee Huff. **Motion passed.**
(AYES: 6 / NOES: 0 / ABSTAIN: 0)
- ii. Charter Impact Invoice (\$2,500);
Trustee Thomas made a **motion** to approve the Charter Impact Invoice, seconded by Trustee Huff. **Motion passed.**
(AYES: 6 / NOES: 0 / ABSTAIN: 0)
- iii. Krazan & Associates Invoices
 - 1. Phase 1 Environmental Site Assessment (ESA) (\$2,000)
 - 2. Asbestos Survey (\$2,300)



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Trustee Thomas made a **motion** to approve both Krazan & Associates Invoices, seconded by Trustee Huff. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

iv. Precision Civil Engineering Invoice (\$7,100)

Trustee Thomas made a **motion** to approve the Precision Civil Engineering Invoice, seconded by Trustee Huff. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

v. YM&C Invoice (\$13,208)

Trustee Thomas made a **motion** to approve the YM&C Invoice, seconded by Trustee De Vore. ***Motion passed.***

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

G. DISCUSSION/INFORMATION ITEMS

i. Committee updates

a. Governance/Bylaws Committee (*Dr. Ed González / Keshia Thomas*)
Attorneys are reviewing bylaws.

b. Nominating Committee (*Dr. Bard De Vore / Robert Golden*)
Possible Board Member candidate, future action item.

ii. Board Responsibilities – Board Assignments

a. Board went through Assigned “Buckets” and gave a brief update on progress for each listed item.

iii. Certificated Hiring Update

III. CONSENT AGENDA

Consent agenda items are for routine matters that do not require discussion or deliberation by the Board. The Consent calendar permits the Board to approve multiple items in one action without discussion. All Board members have the right to remove a consent item from the consent calendar so that normal discussion and deliberation may take place. If a Board members requests that an item be removed from the Consent Agenda, the item will be pulled for discussion and separate action.

*No Consent Agenda items in this meeting.

IV. BOARD MEMBERS' DISCUSSION / CORRESPONDENCE / BOARD OPERATIONS / RECOGNITION

This is an opportunity for Board members to address activities, correspondence, and operations, and to acknowledge or recognize specific programs, activities, or personnel.

Suggested future agenda items

- i. Contracts for Teachers, Administrative Assistant, Attendance Secretary, Office Technician, Paraeducators, Education Specialist, and Ed. Specialist Paraeducator
- ii. Global Thematic Units
- iii. Professional Development Dates



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- iv. Transportation
- v. Insurance
- vi. Discipline Matrix
- vii. Breakfast/Lunch Program
- viii. New Board Member candidate
- ix. Curriculum approval

V. CLOSED SESSION

No reportable actions from Closed Session.

VI. Next Board Meeting


The next Regular Meeting of the Board of Trustees is scheduled for Thursday, April 29th, 2021, at 2:30 PM via teleconference (Zoom).

VII. ADJOURNMENT

Trustee Huff made a **motion** to adjourn the April 15 Board Meeting, seconded by Trustee Quinto. **Motion passed.** Trustee González adjourned the meeting at **5:24 p.m.**

(AYES: 6 / NOES: 0 / ABSTAIN: 0)

Confirmation of Official Minutes:

X 

Signature, President & CEO