



Bridges Charter School

Governance Committee Meeting

Date and Time

Friday January 31, 2025 at 1:45 PM PST

Location

ONSITE MEETING LOCATION

Bridges Charter School

|

1335 Calle Bouganvilla, Thousand Oaks, CA 91360

SATELLITE MEETING LOCATIONS

(required for board members joining remotely)

In Ventura County

:

Outside Ventura County"

Community Members may choose to join in-person or via Zoom Meeting at

:

Join Zoom Meeting

<https://us02web.zoom.us/j/7670961601?pwd=eWkycUxoalo1NGJBdE5lSlh3Rk5GZz09>

Meeting ID: 767 096 1601

Passcode: 477881

ONSITE MEETING LOCATION

Bridges Charter School

|

1335 Calle Bouganvilla, Thousand Oaks, CA 91360

[Join Zoom Meeting](#)

ID: 86595436177

Passcode: 654247

Agenda

	Purpose	Presenter	Time
I. Opening Items			1:45 PM
A. Record Attendance		Katerina Yevmenkina	1 m
B. Call the Meeting to Order		Katerina Yevmenkina	
C. Approve Minutes	Approve Minutes		1 m
II. Governance Committee			1:47 PM
A. Board Resolution	FYI	Kelly Simon	15 m
For the Governance Committee's review is a Board Resolution in the matter of reaffirming the values of Bridges Charter School as a welcoming school district for all students.			
B. Review of Board Policies	Discuss	Kelly Simon	30 m
BP 3950: Flag Display Policy (new)			
BP 3580: Retention of School Records (review)			
III. Other Business			

	Purpose	Presenter	Time
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IV. Closing Items

A. Adjourn Meeting	Vote		
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Coversheet

Board Resolution

Section: II. Governance Committee
Item: A. Board Resolution
Purpose: FYI
Submitted by:
Related Material:
BOARD OF EDUCATION BRIDGES CHARTER SCHOOL RESOLUTION.pdf

BOARD OF DIRECTORS BRIDGES CHARTER SCHOOL RESOLUTION

IN THE MATTER OF REAFFIRMING THE VALUES OF BRIDGES CHARTER SCHOOL RESOLUTION AS A WELCOMING DISTRICT FOR ALL STUDENTS

WHEREAS, Bridges Charter School wholeheartedly embraces its commitment to providing safe, stable, nurturing, and welcoming environments for all students and staff; and

WHEREAS, it is Charter school policy to prohibit unlawful discrimination, harassment and retaliation on the basis of sexual orientation, gender or sex (includes gender identity, gender expression, pregnancy, childbirth, breastfeeding, and pregnancy-related medical conditions), race or ethnicity, ethnic group identification, ancestry, nationality, national origin, religion, color, mental or physical disability, age, immigration status, marital status, registered domestic partner status, genetic information, political belief or affiliation, military status, unfavorable discharge from military service, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in the educational programs or activities the district operates; and

WHEREAS, all Bridges Charter School staff and students are entitled to their First Amendment right to free speech, but harassment, discrimination and bias-based harm have no place in Bridges Charter School community and will not be tolerated; and

WHEREAS, Bridges Charter School encourages engagement with students to discuss difficult, controversial, or emotionally charged topics in a safe and productive manner. In doing so, Bridges Charter School provides guidance and resources for supporting, managing, and reflecting on student civil discourse, civic learning, and civic engagement. This includes recognizing the factors that have shaped perspectives, including life experience, family, culture, and identity. The purpose is to provide space where young people generate questions, explore their curiosities, analyze aspects of our society and government, and strengthen their civic engagement skills; and

WHEREAS, Bridges Charter School students, staff, and families originate from many different countries besides the United States, may have received temporary legal status, may be undocumented and/or may live in mixed-status households (meaning one or various members of the family can be undocumented while others have some kind of temporary or permanent status); and

WHEREAS, Bridges Charter School reflects the diverse population of the world, which the school celebrates in many ways through a student's daily experience; and

WHEREAS, Bridges Charter School is committed to ensuring all students have access to a high-quality, well-rounded, rigorous, and joyful education. To achieve this, Bridges Charter School will continue its work to ensure that students see themselves reflected in the curriculum by incorporating people from historically marginalized and underrepresented groups and identities into its lessons.

NOW, THEREFORE, BE IT RESOLVED, that Bridges Charter School Leadership will work alongside its education partners, immigrant rights advocates, LGBTQIA+ allies and advocates, and other community-based organizations to support students, staff, and families experiencing fear and uncertainty by:

- providing resources, training, and support for students, staff, and families on topics including immigrant rights; various legal statuses; relevant federal, state, and local policy; relevant school protocols; and promoting the health and wellbeing of impacted students, staff, and families; and
- providing resources and support to LGBTQIA+ students, particularly transgender youth, to ensure their right to adequate mental and physical healthcare; and
- hosting a website and online reporting form; and
- advocating at the state and federal levels to support LGBTQIA+ individuals, immigrants, temporary protective status, and refugee resettlement programs, as well as opposing the creation of a Muslim registry system or policies that erode civil rights protections; and
- not assisting the US Immigration and Customs Enforcement (ICE) in the enforcement of federal civil immigration law, and not permitting access to school facilities or personnel, except in instances in which the school is provided with a warrant; and
- welcoming all students, staff, and their families regardless of characteristics including legal immigration status, gender identity or sexual orientation, race, ethnicity, religious affiliation, or other protected class.

Adopted and approved by the Bridges Charter School Board of Directors at the regular meeting held on

_____ President

_____ Vice President

_____ Member

_____ Member

_____ Member

Approved in public meeting of Bridges Board of Directors on _____

Coversheet

Review of Board Policies

Section:	II. Governance Committee
Item:	B. Review of Board Policies
Purpose:	Discuss
Submitted by:	
Related Material:	Flag Policy.pdf Retention of School Record.pdf

Bridges Charter School

Flag Display Policy

Purpose

The Bridges Board of Directors is committed to fostering a community that values diversity, equity, and inclusion for all students, staff, and families. Therefore, flags displayed at the school must align with the school's mission, vision, and values, which include respect for all cultural, social, and individual identities.

This policy outlines the guidelines for displaying flags on school premises to promote an inclusive, respectful, and supportive educational environment. This policy further applies to all flags displayed on school property, including classrooms, offices, common areas, and outdoor flagpoles.

Policy

1. Authorized Flags

a. The following flags may be displayed on school property:

- The United States flag, displayed in accordance with federal and state laws.
- The state flag of California.
- Flags celebrating heritage months or awareness campaigns as established on the Anti Defamation League's annual Calendar that represent inclusivity and diversity (e.g., Black History Month, Unity Day, Bullying Awareness Month, Hispanic Heritage Month, Disability Awareness Month, LGBTQ+ Month, etc.).
- Flags representing the school's own emblem or mascot.

2. Display Guidelines


- a. Flags must be displayed in a manner that ensures equality and respect.
- b. The Pride flag or other inclusive symbols may be displayed in classrooms during nationally or locally recognized observances or throughout the year as a sign of the school's commitment to equity and inclusion.
- c. All flags must be displayed in accordance with local, state, and federal laws and regulations regarding flag protocol.

3. Flag Maintenance and Replacement

- a. All flags must be kept in good condition, free from damage or significant wear.
- b. The school administration will ensure the regular maintenance and replacement of flags as needed.

4. Education and Community Engagement

- a. The school may provide developmentally appropriate opportunities for students to learn about the meaning and significance of the flags displayed.
- b. Events and programs promoting inclusivity and diversity will be supported and encouraged.

Bridges Charter School 	Board Policy- Retention of School Documents	
Policy Number: BP 3580	Adopted: 6-26-17	Revised:

BRIDGES School Board believes that all documents and forms of written communication shall be classified and housed within the electronic database system at Bridges Charter School.

Classification of Records

Records means all records, maps, books, papers, and documents of a school district required by law to be prepared or retained as necessary or convenient to the discharge of official duty. (5 CCR 16020)

Before January 1, the Director or designee shall review the prior year's records and shall classify them as either a Class 1 (Permanent), Class 2 (Optional), or Class 3 (Disposable) record. (5 CCR 16022)

Records of continuing nature (active and useful for administrative, legal, fiscal, or other purposes over a period of years) shall not be classified until such usefulness has ceased. (5 CCR 16022)

A student's cumulative record is a continuing record until the student ceases to be enrolled in Bridges Charter School. (5 CCR 16022)

When an electronic or photographed copy of a Class 1 (Permanent) record has been made, the copy may be classified as Class 1 (Permanent) and the original classified as either Class 2 (Optional) or Class 3 (Disposable). However, no original record that is basic to any required audit may be destroyed prior to the second July 1st succeeding the completion of the audit. (Education Code 35254)

Class 1 - Permanent Records

The original of each of the following records, or one exact copy of it when the original is required by law to be filed with another agency, is a Class 1 (Permanent) record and shall be retained indefinitely unless microfilmed in accordance with 5 CCR 16022: (5 CCR 16023)

1. Annual Reports

a. Official budget

b. Financial reports of all funds, including cafeteria and student body funds

c. Audit of all funds

d. Average daily attendance, including Period 1 and Period 2 reports

e. Other major annual reports, including:

(1) Those containing information relating to property, activities, financial condition, or transactions

(2) Those declared by Governing Board minutes to be permanent

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

2. Official Actions

a. Minutes of the Board or Board committees, including the text of rules, regulations, policies, or resolutions included by reference only

3. Personnel Records

Class 1 (Permanent) records include all detailed records relating to employment; assignment; amounts and dates of service rendered; termination or dismissal of an employee in any position; sick leave record; rate of compensation, salaries, or wages paid; and deductions or withholdings made and the person or agency to whom such amounts were paid. In lieu of the detailed records, a complete proven summary payroll record for each employee containing the same data may be classified as Class 1 (Permanent) and the detailed records may then be classified as Class 3 (Disposable).

Information of a derogatory nature as defined in Education Code 44031 shall be Class 1 (Permanent) only when the time for filing a grievance has passed or the document has been sustained by the grievance process.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4112.62/4212.62/4312.62 - Maintenance of Criminal Offender Records)

4. Student Records

The records of enrollment and scholarship for each student required by 5 CCR 432 and all records pertaining to any accident or injury involving a minor for which a claim for damages had been filed as required by law shall be classified as Class 1 (Permanent) records. This includes any related policy of liability

insurance except that these records cease to be Class 1 (Permanent) one year after the claim has been settled or the statute of limitations has expired.

5. Teacher Records

Any record containing student information including, but not limited to, grades, student work, and student academic data will be deemed permanent record. Bridges Charter will maintain a student information system that will house all student grades, academic marks and student transcripts and be considered permanent documents.

Class 2 - Optional Records

Any record considered temporarily worth keeping, but which is not a Class 1 record, may be classified as Class 2 (Optional) and shall be retained until it is reclassified as Class 3 (Disposable). If by agreement of the Board and Superintendent or designee, classification of the prior year records has not been made before January 1 as specified in 5 CCR 16022, all records of the prior year may be classified Class 2 (Optional) pending further review and classification within one year. (5 CCR 16024)

Class 3 - Disposable Records

All records not classified as Class 1 (Permanent) or as Class 2 (Optional) shall be classified as Class 3 (Disposable). These include, but are not limited to, detailed records basic to audit, including those relating to attendance, average daily attendance, or business or financial transactions; detailed records used in preparing another report; teachers' registers if all information required by 5 CCR 432 is retained in other records or if the General Records pages are removed from the register and classified as Class 1 (Permanent); and periodic reports, including daily, weekly, and monthly reports, bulletins, and instructions. (5 CCR 16025)

All Class 3 (Disposable) records shall be destroyed during the third school year after the school year in which the records originated. In addition, Class 3 (Disposable) records shall not be destroyed until after the third school year following the completion of any legally required audit or the retention period required by any agency other than the State of California, whichever is later. A continuing record shall not be destroyed until the fourth year after it has been classified as Class 3 (Disposable). (5 CCR 16026, 16027)