

Ventura Charter School of Arts and Global Education

Annual Retreat and Regular Board Meeting

Date and Time

Thursday August 17, 2023 at 5:00 PM PDT

Location

Ventura Charter School of Arts and Global Education
2060 Cameron Street
Ventura, CA 93001

Room 20

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND THE COMMUNITY

The Ventura Charter School of Arts and Global Education ("School") welcomes your participation at the School's Board meetings. The purpose of the public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. We honor our partners in education. We recognize that we are a collective group of teachers, parents, students, and community. We encourage written and verbal communication. Your participation is vital to the healthy operation of our school. Our guidelines:

1. Agendas are available to all audience members at the door to the meeting and online at venturacharterschool.org
 2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda item(s) or under the general category of "Oral Communications".
 3. "Public Comments" is set aside for members of the audience to address the Board. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to five (5) minutes each and total time allotted to non-agenda items that will not exceed thirty (30) minutes. The Board may give direction to staff to respond to your concern or you may be offered the opinion of returning with a community-requested item.
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4. With regard to items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their name and affiliation with the School.
6. Community members may request that a topic related to School business be placed on future agenda in accordance with the guidelines in Board Governance Policy. Once such an item is properly agendized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.
7. In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Director's office. To request assistance contact (805) 648-5503.
8. Public requests for agenda and materials should be directed in writing to the Executive Director at lisa.h@venturacharterschool.us
9. Board agendas for regular meetings are posted 72 hours in advance at www.venturacharterschool.org and at 2060 Cameron Street, Ventura, CA 93001.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:00 PM
Opening Items			
A. Call the Meeting to Order		Tricia McClain	
B. Record Attendance and Guests		Tricia McClain	
C. Mission Statement		Tricia McClain	1 m
<i>VCS engages every student in meaningful and supportive learning experiences to grow resilient, educated, and socially intelligent human beings.</i>			
D. Approval of Minutes for the Regular Board Meeting for June 15, 2023	Approve Minutes	Tricia McClain	5 m
Board approval of the attached minutes is requested.			
E. Approval of the Agenda	Vote	Tricia McClain	1 m
F. Consent Agenda	Vote	Lisa Hildebrand	5 m
<i>All items listed under consent are considered to be routine and may be enacted by approval of a single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the Board and acted upon separately.</i>			

--**Ratification** of attached check register, purchase orders, summary of revenue and expenditures for the month of July/August 2023.

--**Gifts to School:** none

--**Credit Cards:** June:

LHildebrand: \$\$2,584.22

CSandbach: \$1,419.68

July:

LHildebrand: \$1,802.96

CSandbach: \$4,790.01

--**Personnel:**

**Hiring of Lindsay Murray and Tricia Purcell as full-time teachers for the 2023/2024 school year.

**Hiring of Katie Mitchel as 3rd grade long-term substitute for the 1st semester.

**Hiring of Yaloani Alvarado-Rivera, Mary Lou Lozano, and Alanna McEnrey as Paraeducators at .65 fte

G. Upcoming Events Lisa Hildebrand 2 m

--August 15th - New Teacher Induction

--August 17th - First day back for teachers

--August 20th - Campus Workday - come volunteer if you can! 9:00 - 2:00

--August 21st - Back to School Picnic - 5:30 - 7:00PM

--August 23rd - First Day of School!!!

--September 4th - No School - Labor Day

--September 12th - Back to School Night

--September 14th - PAC Meeting - setting the 23/24 PAC budget

--October 17th - 5:30 - 7:30PM - Board Governance Training - See Flyer [here](#) to register

	Purpose	Presenter	Time
II. Communications			5:14 PM
A. Public Comments	FYI	Tricia McClain	5 m
B. President and Board Report	FYI	Tricia McClain	5 m
C. Board Committee Reports	FYI	Tricia McClain	5 m
Governance Committee: Cecilia Johnston (Chair), Dominic Aguirre, Tricia McClain Finance Committee: Tom McNerney (Chair), Liz Smiley, Cecilia Johnston CEO Support and Evaluation Committee: Tricia McClain (Chair), Liz Smiley, Cecilia Johnston Fundraising Liaison: Dominic Aguirre			
D. Parent Liaison Report	FYI	Tony Biasotti	5 m
E. Teacher Report	FYI	Liza Scheer	5 m
F. Directors' Report	FYI	Lisa Hildebrand	5 m
The Board will hear a report from the Assistant Director and the Executive Director.			
G. VCOE Director of Charter School Support and Oversight Report	FYI	Marlo Hartsuyker	5 m
VCOE is hosting a Charter Board Governance Workshop via Zoom on October 17th from 5:30 - 7:30. See attached flyer.			
III. Items Scheduled for Information, Discussion, and/or Action			5:49 PM
A. Board Nominating Committee	Vote	Cecilia Johnston	5 m
The Board Nominating Committee will make a recommendation for a prospective board member, Skye Stifel to join the Board.			
B. VCS Board Crew	Discuss	Lisa Hildebrand	30 m
Board will participate in a CREW activity.			
C. Annual Review of Board Bylaws	FYI	Tricia McClain	15 m
D. Board Officer Elections	Vote	Tricia McClain	10 m

	Purpose	Presenter	Time
E. Board Meeting Date Selection 2023-2024	Vote	Tricia McClain	5 m
F. Board Committee Membership for the 2023/2024 School Year	Vote	Tricia McClain	10 m
22/23 Board Committee Members:			
Governance Committee: Cecilia Johnston (Chair), Dominic Aguirre, Tricia McClain			
Finance Committee: Tom McNerney (Chair), Liz Smiley, Cecilia Johnston			
CEO Support and Evaluation Committee: Tricia McClain (Chair), Liz Smiley, Cecilia Johnston			
Fundraising Liaison: Dominic Aguirre			
G. Review Strategic Plan and EL Education Workplan	Discuss	Tricia McClain	40 m
H. EL Education Implementation Review	Discuss	Lisa Hildebrand	15 m
The Board will hear a presentation on the 2022/2023 Implementation Review written by School Designer, Sarah Purdy.			
I. Board Self Evaluation	Discuss	Tricia McClain	20 m
J. Annual Board Goals	Vote	Tricia McClain	15 m

VCS Board Goals for the 2022/2023 School Year

Goal 1: Develop a well-governed organization- Governance Committee (Recruit diverse board members from the community, review/revise annual board survey, research a replacement for Board on Track.)

Goal 2: Students progressing towards the highest level of achievement.

Goal 3: Build community presence/outreach for a sustainable organization (Marketing plan, increase enrollment and a waiting list, create an online presence, promote VCS as a leader in education in Ventura County)

K. Executive Director Goals for the 2023-2024 School Year	Discuss	Lisa Hildebrand	15 m
Board approval is requested for the attached Executive Director goals for the 2023-2024 school year.			
L. Consolidated Application (Con App)	Vote	Isabelle Rhode	10 m
The Consolidated Application (ConApp) is used by the California Department of Education (CDE) To distribute categorical funds from various federal programs to			

	Purpose	Presenter	Time	
<p>county offices, school districts, and direct-funded charter schools throughout California. Annually, from mid-May to the end of June, each local educational agency (LEA), using the Consolidated Application and Reporting System (CARS), submits the spring release of the ConApp. The spring release documents participation in these programs and provides assurances that the LEA will comply with the legal requirements of each program.</p> <p>Board approval is requested for the attached</p>				
M.	2022-23 Unaudited Actuals	Vote	Isabelle Rhode	10 m
<p>Board approval is requested for the attached.</p>				
N.	Final Proposition 30 Spending Plan for Fiscal Year 2021-2022	Vote	Isabelle Rhode	10 m
<p>Board approval of the attached is requested.</p>				
O.	Agreement for Western Governors University Student Teaching Letter of Agreement	Vote	Lisa Hildebrand	5 m
<p>Board approval of the attached is requested.</p>				
P.	Homeschool Curriculum Allocation	Vote	Lisa Hildebrand	5 m
<p>Board approval is requested to increase the allocation for home school families from \$850/year to \$1,000/year.</p>				
Q.	2023-2024 Employee Handbook	Vote	Lisa Hildebrand	5 m
<p>Board approval is requested for the 2023-2024 Employee Handbook. No revisions were made except to update dates.</p>				
R.	VCS Cell Phone Policy	Vote	Lisa Hildebrand	10 m
<p>The VCS Cell Phone Policy has been revised. Board approval of the attached is requested.</p>				
S.	2023-2024 VCS Parent/Student Handbook	Vote	Lisa Hildebrand	5 m
<p>Board approval is requested for the attached updated and revised Parent/Student Handbook for the 2023-2024 school year.</p>				
T.	EL Education Contract	Vote	Lisa Hildebrand	10 m
<p>Board approval of the attached is requested.</p>				
U.	Coverly Pro Contract	Vote	Lisa Hildebrand	5 m

Purpose Presenter Time

Board approval of the attached is requested.

IV. Other Business 10:04 PM

A. Future Topics Discuss Lisa Hildebrand 5 m
--Board Retreat date

B. Board Meeting Check In Discuss Tricia McClain 5 m

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V. Closing Items 10:14 PM

A. Adjourn Meeting Vote Tricia McClain