

APPROVED

ventura charter school  
*of arts and global education*

Ventura Charter School of Arts and Global Education

**Minutes**

Board Meeting

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**Date and Time**

Tuesday April 18, 2017 at 6:30 PM

**Location**

2060 Cameron St. Ventura, CA 93001 Room 13

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**Directors Present**

Cecilia Johnston, Deanna Weik, Jane Meyer, Tracey Reineke, Tricia McClain

**Directors Absent**

Eva Oxelson

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**I. Opening Items**

**A. Call the Meeting to Order**

Cecilia Johnston called a meeting of the board of directors of Ventura Charter School of Arts and Global Education to order on Tuesday Apr 18, 2017 at 6:35 PM.

Tracey arrived at 6:37 pm

**B. Record Attendance and Guests**

**C. Mission Statement**

Read by Deanna Weik

**D. Approve the Agenda**

Cecilia Johnston made a motion to approve the agenda.

Tricia McClain seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **E. Approve Minutes**

Tricia McClain made a motion to approve minutes from the Special Board Meeting March 7, 2017 on 03-07-17 Special Board Meeting March 7, 2017 on 03-07-17.

Jane Meyer seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **F. Approve Minutes**

Deanna made two minor edits.

Tricia McClain made a motion to approve minutes Regular Board Meeting March 14th on 03-14-17.

Jane Meyer seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **G. Consent Agenda**

1--Ratification of attached check register, purchase orders, summary of revenue and expenditures for the month of February, 2017.

2--Gifts to School: Donation from Toni Guy \$1,000; Escrip \$3.90; \$100 donation toward referral program; \$19.26 donation from Cecilia Johnston

3--Credit Cards: L.Hildebrand: \$211.95; MGalvin: \$2021.42

4--Personnel

--The hiring of Eugenia Eichstetter as long term substitute at \$125 per day for Day 1-30 and \$175 per day for days 31-38.

5--Form 941 First Quarter (For Information Only)

Tracey Reineke made a motion to approve Consent Agenda items 1-5.

Cecilia Johnston seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **H. Upcoming Events**

Earth Day EcoFest: April 22nd: Plaza Park 10a-5pm

PHD Week: 4/24-4/28

Garden Work Day: April 30th 9am-1pm

PAC Meeting: May 12th 6:30-8:00pm

Parent Appreciation Day: May 12th 2pm

## **II. Communications**

### **A. Public Comments**

None

## **B. Board Correspondence**

None

## **C. President and Board Report**

Cece reported on her attending the CCSA conference. She shared information she received regarding Public Records Requests and emails/texts. These can be considered public records so board members are reminded to use their venturacharterschool.us email address for school business instead of their personal accounts. Lisa said she would re-set the email address passwords for board members.

## **D. Board Committee Reports**

Governance Committee: Cecilia Johnston, Jane Meyer: Cece reported that the committee is reviewing the renewal procedures for current members; they are continuing to work on scheduling interviews for new candidates; looking for candidates with experience in fundraising, facilities, and business.

Finance Committee: Tricia McClain, Jane Meyer: No meeting

Educational Excellence Committee: Eva Oxelson, Tricia McClain: items on agenda

Facility Committee: Tracey Reineke, Cecilia Johnston: Cece reported that the group is looking at possible properties along the Hwy. 33 corridor, including district properties.

They revisited the Brooks site with a general contractor for estimates for needed improvements in the unlikely event it falls out of escrow with the current buyer.

CEO Evaluation Committee: Tracey Reineke, Cecilia Johnston-No meeting

## **E. Parent Liaison Report**

None

## **F. Teacher Report**

Laura Bingham reported that the Kindergarten started their crew work for their giraffe project. Crews will create a school flag, a song, a bumper sticker, a buddy bench, and a pamphlet for the Santa Barbara Zoo. They also had a field trip to the Moxi Museum in Santa Barbara. Grades 1-2 are starting a science project about how wind and water can change the shape of the land. Grades 3-4 are focusing on science topics of momentum and speed. Grades 5-6 are rehearsing for their Alice in Wonderland play. There will be two evening performances on May 24th and 25th at 7 pm. Karen and Ivy's class are planning their camping trip to Sycamore Canyon. Grades 7-8 just completed their culmination of their study of the Renaissance with the Faire and are now preparing for their CLP's and PHD's as well as their camping trip to El Capitan.

## **G. Directors' Reports**

Lisa Hildebrand reported that the PHD week will be April 24th-28th as well as a reception Friday, April 28th at 6:30. She also said they will be holding interviews for teaching positions for the 2017-18 school year.

Mary Galvin reported that at the PAC meeting, they discussed student survey results, the new CDE Dashboard, traffic concerns, and attendance policies regarding tardies. She said that the 302 Franklin house owner has it on the market.

**H. VCOE Director of Charter School Support and Oversight Report**

None. Richard Urias did not attend.

**I. Local Control Action Plan (LCAP) Update**

None

**III. Items Scheduled for Information, Discussion and/or Action**

**A. Board Nominating Committee**

Cece re-introduced Jill George to the Board and shared the Nominating Committee's recommendation to approve her nomination.

Deanna Weik made a motion to approve Jill George to join the Board.

Jane Meyer seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. CDE Dashboard**

Lisa shared a video on the new CDE Dashboard and state indicators.

**C. Educational Excellence Committee Job Description**

Tricia shared the Committee's recommendation to change the name of the Committee, and the Committee's Job Description and Vision Statement. A lengthy discussion ensued regarding suggested changes and the need for these not to conflict with the school's Bylaws. It was suggested that it go back to the Committee for revision.

**D. VCS Agreement with Business Services Authority (BSA) for the 2017-18 school year.**

Tracey Reineke made a motion to approve the VCS Agreement with the Business Services Authority for the 2017-18 school year.

Tricia McClain seconded the motion.

The board **VOTED** unanimously to approve the motion.

**E. 2016-17 Board Goals-Work Plan**

All in agenda.

**F.**

### **Board Meeting Check-in**

The board discussed changing the May Board meeting due to scheduling conflicts. The May meeting will be Tuesday, May 9th at 6:30 p.m.

### **G. Future Agenda Items**

- Review Bylaws
- Governance Committee
- Job Description for Educational Excellence Committee

## **IV. Closing Items**

### **A. Adjourn Meeting**

Tricia McClain made a motion to adjourn the meeting.

Deanna Weik seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:11 PM.

Respectfully Submitted,  
Mary Galvin