

## Ventura Charter School of Arts and Global Education

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday May 9, 2017 at 6:30 PM

**Location**

2060 Cameron Street, Ventura, CA 93001 Room 13

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**Directors Present**

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

**Directors Absent**

Eva Oxelson

**Ex Officio Members Present**

Lisa Hildebrand, Mary Galvin

**Non Voting Members Present**

Lisa Hildebrand, Mary Galvin

**Guests Present**

Laura Bingham

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**I. Opening Items****A. Call the Meeting to Order**

Tracey Reineke called a meeting of the board of directors of Ventura Charter School of Arts and Global Education to order on Tuesday May 9, 2017 at 6:36 PM.

**B. Record Attendance and Guests**

**C. Mission Statement**

Read by Cecilia Johnston.

**D. Approve the Agenda**

Jane Meyer made a motion to approve the agenda.

Deanna Weik seconded the motion.

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

**E. Approve Minutes**

Tracey Reineke made a motion to approve minutes from the Board Meeting on 04-18-17  
Board Meeting on 04-18-17.

Cecilia Johnston seconded the motion.

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

**F. Consent Agenda**

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

2--Gifts to School: Box Tops \$2.80, Escrip \$28.78; Play donations (various parents) \$109.26; Donation (Ren Faire Art) \$50.00; Donation in Memory of Jim Stone \$200.00; Recycling Fundraiser \$94.37

3--Credit Cards: L.Hildebrand: \$612.19; M.Galvin: \$618.30

4--Personnel: None

Tricia McClain made a motion to approve Consent Agenda items 1-4.

Deanna Weik seconded the motion.

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

**G. Upcoming Events**

**AGENDA ITEM SUMMARY**

PAC Meeting: May 11th 6:30 pm

Parent Appreciation Day: May 12th- 2:00 pm

Garden Work Day: May 21st- 9:00 am

5th-6th grade Play: May 24th and May 25th 7:00 pm

Music performance: June 5th--6:30 pm

Promotion: June 13th--5:30 pm

**II. Communications**

**A. Public Comments**

None

**B. Board Correspondence**

None

**C. President and Board Report**

Tracey reported that the board will need to schedule its annual retreat soon.

**D. Board Committee Reports**

**AGENDA ITEM SUMMARY**

Governance Committee: Cecilia Johnston reported that the Committee met and is tweaking the Bylaw language to reflect the Governance/Nominating Committee processes; they will meet again in June.

Finance Committee: Tricia McClain reported that this Committee met prior to the board meeting and discussed a number of budget additions which will necessitate deficit spending in the short term. The committee will meet again prior to the June meeting.

Educational Excellence Committee: No report.

Facility Committee: On agenda

CEO Evaluation Committee: Tracey Reineke reported that they are working with Melissa from Board on Track to complete the end of the year CEO evaluation process.

**E. Parent Liaison Report**

None

**F. Teacher Report**

Laura Bingham made a presentation of the Kindergarten Impact II award winning project on weather.

**G. Directors' Reports**

Lisa Hildebrand: reported that they are in the process of hiring three new teachers; CAASPP testing in progress; PE fitness test will be given to 5th and 7th graders this month; will focus on assessment for next year's professional development; Homeschool will be holding their end of the year potluck on May 25th at 10 am.

Mary Galvin: reported that she attended the CCSA Advocacy day in Sacramento last week and met with Sen. Jackson's staff member regarding proposed charter legislation; parent survey went out on Monday; gave an update on facility issues; Earth Day made a profit of \$25,000 and the event was the most successful we've ever had.

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

None.

**I.**

### **Local Control Action Plan (LCAP) Update**

Mary reported goals will remain the same but with new actions/services. It will come to the board in June.

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

### **A. Resolution authorizing the filing of a Prop 51 grant application**

Mary explained the process for applying for Prop 51 facilities grant funds for the 2017 round. The required Letters of Intent were delivered to VUSD, the deadline for the application is June 5th; we would need the assistance of a consultant, JoAnn Koplin at a cost of \$10,500 to help complete the application. She presented a required resolution the board needed to pass for the application.

Tracey Reineke made a motion to pass the Resolution Authorizing the filing of District and State Applications and Communications and Appointing Persons Authorized to Act on Behalf of Ventura Charter School Public School under Prop 51 as presented; and to approve the \$10,500 consulting fee.

Cecilia Johnston seconded the motion.

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

### **B. 2017-18 Calendar Revision**

Board approval was requested for the 2017-18 calendar revisions changing the Parent Conferences in October and March breaking from M, T, Th, Fr in one week into two weeks and changing Thanksgiving feast from November 15th to Nov 17th; making 11/17 a half day and making June 8th a full day. Also, changing the dismissal times as follows: K: 2:40; Gr 1-2: 2:50; and Gr. 3-8 at 2:55 p.m.

### **C. VCS Bylaws**

Proposed revisions to the Bylaws were discussed including:

--Article VII: Section 3--increasing the number of members to 11 and deleting a duplicate paragraph;

--Article VII: Section 6--ensuring this language outlines the process correctly;

--Article VII: Section 7--ensuring this matches the process of giving the board/community 30 days between nomination and approval; and clarifying difference between Governance and Nominating Committees;

--Article VII: Section 23--clarifying language about who can be on a committee

After some discussion, this item was tabled and will be brought back to the Board in June.

### **D. Technology Plan 2016-19**

Mary presented a draft of the Technology Plan and will bring it back to the Board in June.

#### **E. Board Meeting Check-in**

The Board scheduled its annual retreat meeting for August 5th from 9:30 am to 2:00 pm. at the Ventura Beach Marriott. Mary will look into resources for Brown Act training; Tracey and Cece will ask Board on Track coach for any suggested topics.

#### **F. Future Agenda Items**

- LCAP
- Budget
- Bylaws
- Tech Plan
- Educational Excellence Committee Description
- Closed Session: CEO Evaluation
- Attendance Policy (August)

#### **IV. Closing Items**

##### **A. Adjourn Meeting**

Tracey Reineke made a motion to adjourn the meeting.

Tricia McClain 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 8:13 PM.

Respectfully Submitted,  
Mary Galvin