

APPROVED

ventura charter school  
*of arts and global education*

Ventura Charter School of Arts and Global Education

**Minutes**

Regular Board Meeting

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**Date and Time**

Thursday September 20, 2018 at 6:30 PM

**Location**

2060 Cameron Street, Ventura, CA 93001 Room 12

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**Directors Present**

Adam Meyers, Cecilia Johnston, Deanna Weik, Eva Oxelson, Liz Smiley, Tom Mc Nerney, Tricia McClain

**Directors Absent**

Tracey Reineke

**Ex Officio Members Present**

Lisa Hildebrand, Mary Galvin

**Non Voting Members Present**

Lisa Hildebrand, Mary Galvin

**Guests Present**

Benita Lewis, Benny Martinez, Laura Bingham, Lisa Hildebrand, Tony Biasotti

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**I. Opening Items**

**A. Call the Meeting to Order**

Tricia McClain called a meeting of the board of directors of Ventura Charter School of Arts and Global Education to order on Thursday Sep 20, 2018 at 6:31 PM.

**B. Record Attendance and Guests**

**C. Mission Statement**

Mission Statement

*As a progressive school, we educate the "whole child" by addressing the cognitive, social, emotional, and physical needs of K-8 students. We enable students to flourish through the use of innovative curriculum and instruction that empowers them to reach their innate intellectual, creative, and leadership potentials.*

Read by Deanna Weik

**D. Approve the Agenda**

Eva Oxelson made a motion to approve the agenda.

Cecilia Johnston seconded the motion.

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

**E. Approve Minutes from the Regular Board meeting on 8-16-18.**

Cecilia Johnston made a motion to approve minutes from the Regular Board Meeting on 08-16-18. Regular Board Meeting on 08-16-18.

Adam Meyers seconded the motion.

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

**F. Consent Agenda**

Consent Agenda Items:

1--Ratification of attached check register, purchase orders, summary of revenue and expenditures for the month of August, 2018.

2--Gifts to School:

3--Credit Cards: MGalvin: \$1355.94; LHildebrand: \$731.53

4--Personnel:

--Ratification of the hiring of Miranda Lopez as .73 paraeducator/yard duty/childcare.

--Ratification of the hiring of Kate Curtain and Cyndi Rowton as substitute teachers.

Liz Smiley made a motion to approve Consent Agenda items 1-4.

Tom Mc Nerney seconded the motion.

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

**G. Upcoming Events**

Campus Work Day: September 23rd 9am

Campout: September 26-28th

PAC Meeting: October 11th 6:30 pm

Campus Work Day: October 14th 9am

Regular Board Meeting: October 18th, 6:30pm

## II. Communications

### A. Public Comments

None

### B. President and Board Report

Tricia reported that she and four other board members attended a Brown Act Training at the County Office of Education.

### C. Board Committee Reports

Educational Excellence Committee: Eva Oxelson (Chair), Tom McNerney--Did not meet.

Governance Committee: Deanna Weik (Chair), Cecilia Johnston, Tom McNerney--Met on 9/15 to discuss CEO Succession plan, Board Member Selection process, and Governance Committee job description

Finance Committee: Liz Smiley (Chair), Tricia McClain--Did not meet.

CEO Evaluation Committee: Tricia McClain (Chair), Deanna Weik, Cecilia Johnston--Did not meet.

Development Committee: Adam Meyers (Chair), Liz Smiley will meet on Monday.

### D. Parent Liaison Report

Tony reported that the PAC met last week and had Police Chief Corney come address the group to discuss school safety. He also shared information he researched from an author of a study on averted school events. He stated that in the 200 some averted acts of violence, the determining factor was not locked gates or metal detectors, but a positive school climate where students felt free to speak up when they heard something concerning. The PAC also heard a Strategic Planning update and the Parent and Student Survey results.

### E. Teacher Report

Laura reported that Kindergarten classrooms have been building their classroom **communities and teaching the daily routines to students. They have received some Expeditionary Learning English Language Arts materials and have been spending time creating various schedules of how they might be restructuring the Kindergarten day to get in the 3 hours of ELA time. Both classes have made t-shirts for field trips and they have our first field trip scheduled for the first day back from Fall Break which will be to Underwood Family Farms in Moorpark. They have also been focusing on getting students ready for Outdoor school next week at Campout. The first graders have been focusing on a mini unit of "Growth Mindset and Perseverance" and are also ready to kick off the new ELA program. The third and fourth graders have been focusing on their Spark Project**

(which will become the Passion Project). Students will be busy learning about the sparks (our passions in life that create excitement and enthusiasm) inside them. They will explore their classmates' sparks and a family member's spark to get a broader perspective on different sparks. Tomorrow, the third and fourth grade classes will host a SPARK DAY! It will be like a career day except the adults will be sharing about their sparks in life. They have about 20 parents sharing their sparks students such as a barbershop chorus, musicians, artists, video game designers, business owners and much more! If you are free and would like to come see Spark Day, they welcome any Board members tomorrow. Third-Eighth Graders have also been prepping for Campout which will be September 26-29 at Steckel Park in Santa Paula. Board members are invited to come check out any part of the Outdoor School at Steckel Park.

#### F. Directors' Reports

Lisa reported that in addition to the written report, she is beginning to test Kindergarteners with the CELDT test.

Mary gave an update on enrollment and stated she is trying to arrange rides for students needing them to/from Campout. She also noted that there is a video of Shoshana's presentation for parents on the website now for viewing.

#### G. VCOE Director of Charter School Support and Oversight Report

None

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

#### A. Strategic Planning Update

Mary provided an update of the Strategic Planning Process and reviewed the new Mission/Vision/VCS Approach/Core Goals. The next step will be a sub-committee meeting on each goal October 1st and 2nd; one final team meeting on November 1st, and the final Board approval on November 15th.

#### B. MOU with VCOE for Foster Youth Transportation

Mary requested Board approval for a MOU between VCS and VCOE for the transportation of Foster Youth.

Eva Oxelson made a motion to approve MOU with corrected dates.

Adam Meyers seconded the motion.

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

#### Roll Call

Cecilia Johnston Aye

Tricia McClain Aye

Adam Meyers Aye

Tom Mc Nerney Aye

**Roll Call**

Eva Oxelson Aye  
Deanna Weik Abstain  
Liz Smiley Aye  
Tracey Reineke Absent

**C. Board Member Selection Policy**

Deanna presented a revised Board Member Selection policy that the Governance Committee worked on.

Tricia McClain made a motion to approve the revised Board Member Selection Policy.

Cecilia Johnston seconded the motion.

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

**D. Conflict of Interest Policy Review**

Pursuant to Government Code § 87306.5, every local government agency is required to review its conflict of interest code biennially and submit the Local Agency Biennial Notice to its code reviewing body. Board approval was requested to update the Exhibit A: Number of Board Members from 8 to 10. The Board President is listed separately.

Liz Smiley made a motion to approve revised Conflict of Interest Policy Exhibit A.

Eva Oxelson seconded the motion.

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

**E. Internal Complaint Policy Review**

Item tabled until next month.

**F. Student Records Policy**

Board approval was requested to approve revised Student Records Policy.

Adam Meyers made a motion to approve the revised Student Records Policy.

Tom Mc Nerney seconded the motion.

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

**G. VCS Policies Revised in Compliance with AB699**

Mary presented the following policies that were updated to be in compliance with AB 699:

Uniform Complaint Policy, Admissions and Enrollment Policy, Title IX Harassment, Intimidation, Discrimination, & Bullying Policy, and Non-Discrimination statement.

**H. Governance Committee Job Description**

Deanna presented revisions to the Governance Committee job description; several edits were suggested.

Deanna Weik made a motion to approve the revised Governance Committee job description as discussed.

Eva Oxelson seconded the motion.

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

**I. Finance Committee Job Description**

Board approval was requested for the Finance Committee job description; an edit was suggested.

Liz Smiley made a motion to approve the Finance Committee job description as amended.

Deanna Weik seconded the motion.

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

**J. Future Agenda Items**

--CAASPP Test Score Results from 2017-18.

--Internal Complaint Policy

--Visitor Policy

--Academic Excellence Job Description

--Development Committee Job Description

**K. Board Meeting Check-in**

Members congratulated Tricia on the effectiveness of the meeting noting that it was the shortest one on record.

**IV. Closing Items**

**A. Adjourn Meeting**

Eva Oxelson made a motion to adjourn the meeting.

Adam Meyers 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 7:17 PM.

Respectfully Submitted,

Tricia McClain