

## Ventura Charter School of Arts and Global Education

### Minutes

#### Board Meeting

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**Date and Time**

Thursday November 15, 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, Liz Smiley, Tom Mc Nerney, 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**

Benny Martinez, Holly Johnson, Karen Mercer, Laura Bingham, Lisa Hildebrand, Marlo Hartsuyker, Shawndara Brady, Shelly Ballmer, 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 Nov 15, 2018 at 6:30 PM.

**B. Record Attendance and Guests**

**C. Mission Statement**

Read by Tricia McClain

**D. Approve the Agenda**

Cece moved to put Item III A to the top of the agenda.

Cecilia Johnston made a motion to Move item III A to the top of the agenda.

Adam Meyers seconded the motion.

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

**E. Approve Minutes from the Regular Board meeting on 9-20-18**

Adam Meyers made a motion to approve minutes from the Regular Board Meeting on 10-18-18 Regular Board Meeting on 10-18-18.

Tom Mc Nerney 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 October, 2018.

2--Gifts to School: Skating Plus: \$306.62; Amazon Smile: \$113.71

3--Credit Cards: MGalvin: \$497.31 LHildebrand: \$657.53

4-Personnel:

-Increase School Psychologist from .30 FTE to .40 FTE

--Ratification of the hiring of Cyndi Rowton, Steve Plotkin, Christine Snipes, Eo Reveles, and Savanna Mejia as a substitute teacher/paraeducator.

Cecilia Johnston 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**

- 11/16--Thanksgiving Feast - 8:15am-noon
- 11/21-23- \_Thanksgiving Break
- 11/28--Trash A Thon
- 12/13--PAC Meeting 6:30 pm Room 12
- 12/18-Governance Committee Meeting 5:30 pm
- 12/20--Regular Board Meeting 6:30 pm Room 12
- 12/24--1/4--Winter Break
- PHD Presentations

- 1/29 8 presentations 1:00-3:00
- 1/30 6 presentations 8:30-10:00, 10:30-12:00
- 1/31 8 presentations 1:00-3:00
- 2/1 5 presentations 1:00-2:15

## **II. Communications**

### **A. Public Comments**

None

### **B. President and Board Report**

None

### **C. Board Committee Reports**

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

Governance Committee: Deanna Weik (Chair), Cecilia Johnston, Tom McNerney--Did not meet.

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

CEO Support and Evaluation Committee: Tricia McClain (Chair), Deanna Weik, Cecilia Johnston--Met on 11/13 to discuss Committee job description and evaluation timeline

Development Committee: Adam Meyers (Chair), Liz Smiley--Did not meet.

### **D. Parent Liaison Report**

None

### **E. Teacher Report**

Laura reported that: Kindergarten teachers love their new EL ELA program; 3rd-4th grade went on field trips to the Getty, Santa Monica Satwiwa Park, and to the Carpinteria Bluffs. They had a naturalist and wrote "6 word stories." Third grade culminated their Writers' Workshop poetry unit with a publishing celebration. Five teachers attended the EL Conference in Philadelphia and gained valuable information.

### **F. Directors' Reports**

Lisa is planning an anti-bias professional learning day in January. She is completing performance plans with teachers and thoroughly enjoyed the EL conference.

Mary gave an update on CCSA and noted that the increase in daily sub pay seems to be helping.

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

Marlo reported that charters now need to teach sex education and provide school lunches, both of which VCS already does.

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

#### **A. Strategic Plan Approval**

Annie Crangle attended the meeting remotely and led a presentation of the final Strategic Plan with help from the Strategic Planning team members. The Process, Commitments, Intent, and Purpose was reviewed in depth. Feedback from the Board was very positive. Liz Smiley made a motion to approve the Strategic Plan as presented.

Tracey Reineke seconded the motion.

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

#### **B. First Interim Budget Report**

Benny presented the 1st Interim budget based on the Finance Committee's recommendations from a meeting in August. Enrollment is down from the original budget but he was able to cut some expenditures.

Tracey Reineke made a motion to approve the First Interim budget as presented.

Adam Meyers seconded the motion.

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

#### **C. California Dashboard--Local Indicators**

Mary made a presentation of the Local Indicators on the CDE Dashboard.

Tracey Reineke made a motion to approve the Local Indicators as presented.

Liz Smiley seconded the motion.

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

#### **D. CEO Evaluation Committee Job Description**

Tricia presented a Job Description for the CEO Support and Evaluation Committee based on a Board on Track template.

Cecilia Johnston made a motion to approve the CEO Support and Evaluation Committee Job Description as amended.

Tricia McClain seconded the motion.

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

#### **E. VCS Credit Card Policy**

Lisa requested Board approval to increase the per transaction fee on the school credit cards from \$500 to \$2,000 for travel related expenditures only.

Liz Smiley made a motion to increase the per transaction limit from \$500 to \$2,000 on the school credit cards for travel related expenses.

Tracey Reineke seconded the motion.

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

#### **F. Enrollment-Budget Update**

Mary stated that we currently have about nine openings we may not be able to fill.

**G. Future Agenda Items**

The December Board meeting was moved from December 20th to December 18th.

**H. Board Meeting Check-in**

Tricia is doing a wonderful job presiding over Board meetings.

**IV. Closing Items**

**A. Adjourn Meeting**

Cecilia Johnston made a motion to adjourn the meeting at 8:31 pm.

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 8:31 PM.

Respectfully Submitted,  
Tricia McClain