

## Ventura Charter School of Arts and Global Education

### Minutes

#### Virtual Board Meeting

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##### **Date and Time**

Thursday March 26, 2020 at 6:30 PM

##### **Location**

Join Zoom Meeting

<https://zoom.us/j/144478519>

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##### **Directors Present**

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

##### **Directors Absent**

*None*

##### **Ex Officio Members Present**

Lisa Hildebrand (remote), Mary Galvin (remote)

##### **Non Voting Members Present**

Lisa Hildebrand (remote), Mary Galvin (remote)

##### **Guests Present**

Benny Martinez (remote), Laura Bingham (remote), Marlo Hartsuyker (remote), Tony Biasotti (remote)

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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 Mar 26, 2020 at 6:33 PM.

**B. Record Attendance and Guests**

**C. Mission Statement**

*VCS engages every student in meaningful and supportive learning experiences to grow resilient, educated, and socially intelligent human beings. Read by Tom*

**D. Approve the Agenda**

Deanna Weik made a motion to approve the agenda.  
Adam Meyers seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. Approve Minutes**

Liz Smiley made a motion to approve the minutes from February 20, 2020 Regular Board Meeting on 02-20-20.  
Tom Mc Nerney seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**F. Consent Agenda**

--Ratification of attached check register, purchase orders, summary of revenue and expenditures for the month of February, 2020  
--Gifts to School: \$1730.29 PHD performance donation.  
--Credit Cards: MGalvin:\$611.48 Lisa Hildebrand: \$494.63  
--Approval to pay School translator \$25/per hour.  
--Approval of the hiring of Fidelity Ballmer as long-term para-educator substitute.  
Eva Oxelson made a motion to approve Consent Agenda items.  
Cecilia Johnston seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**G. Upcoming Events**

Board Meeting--April 16, 2020

**II. Communications**

**A. Public Comments**

None

**B.**

## **President and Board Report**

Tricia reported that she was a Mystery Reader in Jessica's class before the school closing--it was fun and well-received.

## **C. Board Committee Reports**

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

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

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

## **D. Parent Liaison Report**

Tony had nothing to report.

## **E. Teacher Report**

Laura reported that teachers are busy moving from classroom based instruction to physical distance learning.

## **F. Directors' Report**

Lisa provided a report on all the ways she and the staff are responding to meet the needs of our students and families. She is meeting with a different grade level every day.

Mary shared that 80 devices had been checked out to families at the beginning of the week and she is working to get several families who need it-internet access.

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

Marlo shared that the County's charter schools have moved quickly to address the challenges of school closures and physical distance learning.

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

## **A. Ratification of VCS Closure**

Deanna Weik made a motion to Ratify the closure of VCS until such a time as the County Public Health Department allows reopening.

Liz Smiley seconded the motion.

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

## **B. Coronavirus Update**

Mary and Lisa provided a full report of how they are managing challenges of the school closure.

### **C. Approval of the 2018 Non-profit Tax Returns**

Cecilia Johnston made a motion to Approve of the 2018 Non-profit Tax Returns.

Liz Smiley seconded the motion.

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

### **D. Para Educator Job Description**

Board approval was requested for the following revisions to the VCS para educator job description.

#### **TRAINING, EDUCATION AND EXPERIENCE:**

- High school diploma or equivalent
- Para-Educators must fulfill one of these three requirements:
  - (1.) Have completed two years (**defined as 48 semester units**) of study at an institution of higher education; OR
  - (2.) Have obtained an associate's (or higher) degree; OR
  - (3.) Have met a rigorous standard of quality and be able to demonstrate, through a formal state or local academic assessment, knowledge of and the ability to assist in instructing reading, writing, and mathematics (or, as appropriate, reading readiness, writing readiness, and mathematics readiness.)
- Any combination of training and experience which has provided the applicant with the required knowledge and abilities to successfully perform job duties

Deanna Weik made a motion to approve the revisions to the paraeducator position as presented.

Adam Meyers seconded the motion.

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

### **E. Remote Work Policy**

Board approval was requested for a Remote Work Policy drafted by VCS Counsel.

Tricia McClain made a motion to approve the Telework Policy as presented and amended.

Tom Mc Nerney seconded the motion.

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

## **IV. Other Business**

### **A. Future Agenda Topics**

--CEO Evaluation Meeting

### **B. Board Meeting Check In**

## **V. Closing Items**

### **A.**

### **Adjourn Meeting**

Eva Oxelson made a motion to adjourn the meeting.

Liz Smiley 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 7:40 PM.

Respectfully Submitted,

Tom Mc Nerney