

APPROVED

# ventura charter school

of arts and global education

## Ventura Charter School of Arts and Global Education

### Minutes

#### Regular Board Meeting - October

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##### Date and Time

Thursday October 20, 2022 at 6:30 PM

##### Location

Lisa Hildebrand (she/her/hers) is inviting you to a scheduled Zoom meeting.

Topic: Lisa's Link

Time: Sep 29, 2022 07:00 AM Pacific Time (US and Canada)

Every day, until Oct 9, 2022, 11 occurrence(s)

Sep 29, 2022 07:00 AM

Sep 30, 2022 07:00 AM

Oct 1, 2022 07:00 AM

Oct 2, 2022 07:00 AM

Oct 3, 2022 07:00 AM

Oct 4, 2022 07:00 AM

Oct 5, 2022 07:00 AM

Oct 6, 2022 07:00 AM

Oct 7, 2022 07:00 AM

Oct 8, 2022 07:00 AM

Oct 9, 2022 07:00 AM

Please download and import the following iCalendar (.ics) files to your calendar system.

Daily: [https://us02web.zoom.us/meeting/tZMtd-ytqzliEtyDXS1nCHmT21XNH\\_Pi8\\_qX/ics?](https://us02web.zoom.us/meeting/tZMtd-ytqzliEtyDXS1nCHmT21XNH_Pi8_qX/ics?icsToken=98tyKuGvrjsvH9GcuBGPRpwEAoigZ-_wmFhHj7dEuCfWUi5wSg7CZLN6HJpAINGI)

[icsToken=98tyKuGvrjsvH9GcuBGPRpwEAoigZ-\\_wmFhHj7dEuCfWUi5wSg7CZLN6HJpAINGI](https://us02web.zoom.us/meeting/tZMtd-ytqzliEtyDXS1nCHmT21XNH_Pi8_qX/ics?icsToken=98tyKuGvrjsvH9GcuBGPRpwEAoigZ-_wmFhHj7dEuCfWUi5wSg7CZLN6HJpAINGI)

Join Zoom Meeting

<https://us02web.zoom.us/j/87005559888?pwd=MTd1dnIqdS92dFE1b0dqV3Z3ck1DQT09>

Meeting ID: 870 0555 9888

Passcode: W09tUQ

One tap mobile

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+16699006833,,87005559888#,,,,\*496844# US (San Jose)

Dial by your location

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 719 359 4580 US

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 386 347 5053 US

+1 564 217 2000 US

Meeting ID: 870 0555 9888

Passcode: 496844

Find your local number: <https://us02web.zoom.us/j/kh56Gyubm>

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## **INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND THE COMMUNITY**

The Ventura Charter School of Arts and Global Education ("School") welcomes your participation at the School's Board meetings. The purpose of the public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. We honor our partners in education. We recognize that we are a collective group of teachers, parents, students, and community. We encourage written and verbal communication. Your participation is vital to the healthy operation of our school. Our guidelines:

1. Agendas are available to all audience members at the door to the meeting and online at [venturacharterschool.org](http://venturacharterschool.org)
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda item(s) or under the general category of "Oral Communications".
3. "Public Comments" is set aside for members of the audience to address the Board. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to five (5) minutes each and total time allotted to non-agenda items that will not exceed thirty (30) minutes. The Board may give direction to staff to respond to your concern or you may be offered the opinion of returning with a community-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.

5. When addressing the Board, speakers are requested to state their name and affiliation with the School.
  6. Community members may request that a topic related to School business be placed on future agenda in accordance with the guidelines in Board Governance Policy. Once such an item is properly agendaized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.
  7. In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Director's office. To request assistance contact (805) 648-5503.
  8. Public requests for agenda and materials should be directed in writing to the Executive Director at [lisa.h@venturacharterschool.us](mailto:lisa.h@venturacharterschool.us)
  9. Board agendas for regular meetings are posted 72 hours in advance at [www.venturacharterschool.org](http://www.venturacharterschool.org) and at 2060 Cameron Street, Ventura, CA 93001.
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#### **Directors Present**

Cecilia Johnston (remote), Dominic Aguirre (remote), Liz Smiley (remote), Tom Mc Nerney (remote), Tricia McClain (remote)

#### **Directors Absent**

*None*

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

Lisa Hildebrand (remote)

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

Lisa Hildebrand (remote)

#### **Guests Present**

Isabelle Rhodes (remote), Liza Scheer (remote), Rudy Calasin (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 Oct 20, 2022 at 6:35 PM.

#### **B. Record Attendance and Guests**

#### **C.**

### **Virtual VCS Board Meeting**

Board approval was requested to conduct the October board meeting virtually in compliance with AB 361.

**If there is a state of emergency proclaimed by the Governor, the same suspension of teleconferencing rules apply IF either state or local officials have imposed or recommended measures to promote social distancing or by Board vote finding imminent risk to health or safety of attendees.**

Dominic Aguirre made a motion to Conduct the October board meeting virtually in compliance with AB 361.

Cecilia Johnston seconded the motion.

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

#### **Roll Call**

Cecilia Johnston Aye  
Tricia McClain Aye  
Dominic Aguirre Aye  
Tom Mc Nerney Aye  
Liz Smiley Aye

### **D. Mission Statement**

Dominic Aguirre read the VCS mission statement.

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

### **E. Approval of Minutes for the Regular Board Meeting for September 15, 2022.**

Cecilia Johnston made a motion to approve the minutes from September 15, 2022 Regular Board Meeting - September on 09-15-22.

Liz Smiley seconded the motion.

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

#### **Roll Call**

Tom Mc Nerney Aye  
Liz Smiley Aye  
Tricia McClain Aye  
Cecilia Johnston Aye  
Dominic Aguirre Aye

### **F. Approval of the Agenda**

Liz Smiley made a motion to Approve the Agenda for the October 20, 2022 board meeting.

Tricia McClain seconded the motion.

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

#### **Roll Call**

Cecilia Johnston Aye

### Roll Call

Liz Smiley Aye  
Tricia McClain Aye  
Tom Mc Nerney Aye  
Dominic Aguirre Aye

## G. Consent Agenda

Approval of the following items was requested:

*All items listed under consent are considered to be routine and may be enacted by approval of a single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the Board and acted upon separately.*

--**Ratification** of attached check register, purchase orders, summary of revenue and expenditures for the month of September 2022.

--**Gifts to School:** none

--**Credit Cards:** LHildebrand: \$ 1,729.55  
Assistant Director: \$1,481.16

### -Personnel:

- Ratification of the resignation of Rebeca de los Santos as of October 5, 2022
- Ratification of the hiring of Katherine Perez for Office Manager position; 1.0 FTE
- Ratification of the hiring of Tameru Logbicho; .32 FTE
- Ratification of the hiring of the following substitute teachers:
  - Grayson Brill
  - Annie Brokish
  - Joel Levitz
  - Kelly Drevenstedt
  - Emma Makita

Liz Smiley made a motion to Approve the consent agenda.

Tom Mc Nerney seconded the motion.

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

### Roll Call

Dominic Aguirre Aye  
Tricia McClain Aye  
Liz Smiley Aye  
Tom Mc Nerney Aye  
Cecilia Johnston Aye

## H. Upcoming Events

Upcoming Events:

- VCS \*NEW\* Annual Movie Night Under the Stars - Wall-E!: October 20, 6:00PM
- Staff In-service: October 21
- Fall Break: October 24-28

- Halloween Parade!: October 31, 8:45AM - Join us!
- No School: November 11 (Veteran's Day)
- Feast!: November 18 at Arroyo Verde Park - Join us!
- Thanksgiving Break: November 23 - 25
- Programmatic Audit at VCOE: November 28 at 6:00PM

## **II. Communications**

### **A. Public Comments**

There were no public comments.

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

There was no President or Board Report.

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

The Finance Committee met on October 18, 2022. There will be a budget report on what was discussed at the November board meeting. The Finance Committee heard a presentation on the Coverly Pro Marketing Proposal. No other committees met since the last board meeting in September.

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

Lisa Hildebrand presented the Jam Board on barriers to parent volunteering and student needs that the Parent Advisory Committee (PAC) met on and created in the October PAC meeting.

### **E. Teacher Report**

Liza Scheer presented on the following:

- Parent Teacher Conferences are complete
- The 1st graders went on a field trip to a local wood working shop to support their current expedition on tools.
- 5th grade has started a Human Rights module in ELA. They are using the Universal Declaration of Human Rights and Esperanza Rising as anchor texts.
- 6th grade is starting a Social Issues book club unit which will involve each student reading three to four novels.

### **F. Directors' Report**

Lisa Hildebrand discussed:

- Each grade level is creating a data wall for their grade to more closely identify learning loss in individual students.
- VCS will be performing a Program Cyclical Monitoring cycle which is a self audit of our Special Education program.

- Sarah Purdy, our EL Education School Designer, was here on site for three days of PD and planning.
- We will be rolling out a new teacher evaluation process through the 5D+ Rubric for Instructional Growth and Teacher Evaluation. Christi has been attending trainings on this new system which involves five dimensions for teachers to focus on: Purpose, Student Engagement, Curriculum and Pedagogy, Assessment for Student Learning, and Classroom Environment and Culture.

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

No report was given.

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

#### **A. Coverly Pro Marketing Proposal**

The Board heard a presentation from Lynnette Coverly on the marketing plan her company, Coverly Pro, has created for VCS and Board approval was requested on the plan.

Cecilia Johnston made a motion to Approve the Coverly Pro proposal.

Dominic Aguirre seconded the motion.

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

##### **Roll Call**

Dominic Aguirre Aye  
Tom Mc Nerney Aye  
Tricia McClain Aye  
Liz Smiley Aye  
Cecilia Johnston Aye

#### **B. Declaration of Need for Fully Qualified Educators**

Board approval was requested for the adoption of a Declaration of Need for Fully Qualified Educators for the 2022/2023 school year. The Declaration of Need certifies that there is an insufficient number of certified persons who meet VCS's specified employment criteria for teaching Math Intervention.

Dominic Aguirre made a motion to Adopt a Declaration of Need for Fully Qualified Educators for the 2022/2023 school year.

Tricia McClain seconded the motion.

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

##### **Roll Call**

Dominic Aguirre Aye  
Tricia McClain Aye  
Cecilia Johnston Aye  
Tom Mc Nerney Aye  
Liz Smiley Aye

### **C. Alliant International University tuition.**

Due to a shortage of Special Education teachers in Ventura, Board approval was requested for the payment of up to \$22,000 for Jennifer Butler to attend Allianz International University in order to obtain an Education Specialist credential.

Liz Smiley made a motion to Approve the payment of up to \$22,000 for Jennifer Butler to attend Alliant International University in order to obtain an Education Specialist credential.

Tom Mc Nerney seconded the motion.

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

#### **Roll Call**

Cecilia Johnston Aye

Tricia McClain Aye

Liz Smiley Aye

Tom Mc Nerney Aye

Dominic Aguirre Aye

### **D. Charter Safe Insurance Agreement 22-23**

Board ratification fo the 2022/2023 Charter Safe Insurance proposal was requested. The proposal reflects a \$6,500 increase from the previous school year.

Tricia McClain made a motion to Ratify the Charter Safe Insurance Agreement for the 2022/2023 school year.

Tom Mc Nerney seconded the motion.

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

#### **Roll Call**

Tricia McClain Aye

Cecilia Johnston Aye

Dominic Aguirre Aye

Tom Mc Nerney Aye

Liz Smiley Aye

## **IV. Other Business**

### **A. Future Topics**

--AB 361 Resolution for the November Board Meeting.

-- Contract with Mastercraftsman Construction for bathroom remodel (on hold indefinitely due to supply chain issues)

--Set new date for November meeting.

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

The Board discussed their 22/23 Board Goals:

#### **VCS Board Goals for the 2022/2023 School Year**



Goal 1: Develop a well-governed organization- Governance Committee (Recruit diverse board members from the community, review/revise annual board survey, research a replacement for Board on Track.)

Goal 2: Students progressing towards the highest level of achievement.

Goal 3: Build community presence/outreach for a sustainable organization (Marketing plan, increase enrollment and a waiting list, create an online presence, promote VCS as a leader in education in Ventura County)

## **V. Closing Items**

### **A. Adjourn Meeting**

Liz Smiley made a motion to Adjourn the meeting at 7:59 PM.

Cecilia Johnston seconded the motion.

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

#### **Roll Call**

Cecilia Johnston Aye

Dominic Aguirre Aye

Tricia McClain Aye

Liz Smiley Aye

Tom Mc Nerney Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:59 PM.

Respectfully Submitted,

Cecilia Johnston