

APPROVED

ventura charter school  
*of arts and global education*

## Ventura Charter School of Arts and Global Education

### Minutes

#### Regular Board Meeting - February

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**Date and Time**

Thursday February 23, 2023 at 6:30 PM

**Location**

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

Topic: Board Meeting Llnk

Time: Mar 16, 2023 06:00 PM Pacific Time (US and Canada)

Every month on the Third Thu, until Apr 20, 2023, 2 occurrence(s)

Mar 16, 2023 06:00 PM

Apr 20, 2023 06:00 PM

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

Monthly: [https://us02web.zoom.us/meeting/tZMRcuuvrzlpEtXWHVvk2BCFeNEqeJCLIsVR/ics?icsToken=98tyKuGvqD4oHdWcsxGGRpwEBI\\_4a-3zmFhej7dlqzTFsSBQCDQM8xnI7dVM\\_T5](https://us02web.zoom.us/meeting/tZMRcuuvrzlpEtXWHVvk2BCFeNEqeJCLIsVR/ics?icsToken=98tyKuGvqD4oHdWcsxGGRpwEBI_4a-3zmFhej7dlqzTFsSBQCDQM8xnI7dVM_T5)

Join Zoom Meeting

<https://us02web.zoom.us/j/87652719381?pwd=N24xaTJJUXo2QmlyS1J3dnppNDR1UT09>

Meeting ID: 876 5271 9381

Passcode: TMq0gn

One tap mobile

+16699006833,,87652719381#,,,,\*754310# US (San Jose)

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Dial by your location

+1 669 900 6833 US (San Jose)

+1 669 444 9171 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

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+1 386 347 5053 US  
+1 507 473 4847 US  
+1 564 217 2000 US  
+1 646 931 3860 US  
+1 689 278 1000 US  
+1 929 205 6099 US (New York)  
+1 301 715 8592 US (Washington DC)  
+1 305 224 1968 US  
+1 309 205 3325 US  
+1 312 626 6799 US (Chicago)

Meeting ID: 876 5271 9381

Passcode: 754310

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

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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 agendized 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*

### **Directors who arrived after the meeting opened**

Tom Mc Nerney

### **Ex Officio Members Present**

Christi Sandbach (remote), Lisa Hildebrand (remote)

### **Non Voting Members Present**

Christi Sandbach (remote), Lisa Hildebrand (remote)

### **Guests Present**

Isabelle Rhodes (remote), Rudy Calasin (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 Feb 23, 2023 at 6:30 PM.

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

Tom McNerney arrived at 6:51 PM.

### **C.**

### Virtual VCS Board Meeting

Board approval was requested to conduct the February 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.***

Cecilia Johnston made a motion to conduct the February board meeting virtually in compliance with AB 361.

Tricia McClain seconded the motion.

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

#### Roll Call

Cecilia Johnston Aye

Liz Smiley Aye

Tricia McClain Aye

Tom Mc Nerney Absent

Dominic Aguirre Aye

#### D. Mission Statement

Tricia McClain 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 January 19, 2023.

Liz Smiley made a motion to approve the minutes from Regular Board Meeting - January on 01-19-23.

Tom Mc Nerney seconded the motion.

The minutes were amended to say that Cecilia Johnston attended the January 19th meeting remotely; therefore, she did not vote at this meeting.

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

#### Roll Call

Cecilia Johnston Aye

Dominic Aguirre Aye

Tricia McClain Aye

Tom Mc Nerney Absent

Liz Smiley Aye

#### F. Approval of the Agenda

Cecilia Johnston made a motion to approve the agenda for the February 23, 2023 Board meeting.

Dominic Aguirre seconded the motion.

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

**Roll Call**

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

**G. Consent Agenda**

The consent agenda was requested for approval:

*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 January 2023

--**Gifts to School:** None

--**Credit Cards:** December:

LHildebrand: \$7,598.01

CSandbach: \$1,209.73

January:

LHildebrand: \$4,283.89

**-Personnel:**

-- Ratification of the resignation of Amanda Munoz, Bailey Donahue, and Kiah Camacho

--Ratification of the hiring of Signe Harvout and Sara Martinez, as .70 FTE paraeducators

--Ratification of the hiring of Tina Williams and Kristal Orrantia as paraeducator substitutes.

--Ratification of the hiring of Cloud Hamilton as a substitute  
Dominic Aguirre made a motion to approve the Consent Agenda.

Liz Smiley seconded the motion.

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

**Roll Call**

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

**H. Upcoming Events**

--February 24, 9:45am: VCS Enrollment Lottery

- March 13-16: CCSA Conference
- March 16, 17, 20, 21: Parent/Teacher/Student Conferences
- April 3-7: Spring Break
- 700 Forms due!

## **II. Communications**

### **A. Public Comments**

There were no Public Comments.

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

Tricia agreed to attend the February enrollment lottery.

Tricia and Cecilia reported on attending the 2022 EL Education National Conference in Chicago.

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

The Finance Committee met to discuss the 2nd Interim Budget.

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

No report was made as the PAC committee did not meet in December.

### **E. Teacher Report**

No report was made.

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

Christi Sandbach, Assistant Director, reported on:

- \* January Western Leadership Cohort Meeting in San Diego for EL Education with a visit to Conway Elementary School.
- \* Mid-Year Implementation Review is in process for our partnership with EL Education.
- \* K-2 teachers are working on ELA skills and Lakesha Anderson, Curriculum Coach from EL Education, visited to support this work.
- \* We have kicked off the new 5D Instructional Growth and Teacher Evaluation System with teachers being introduced to the process.

Lisa Hildebrand, Executive Director, reported on:

- \* We are searching for a Speech Teacher after the untimely and tragic death of Jami Beck, our current Speech Teacher.
- \* We continue to work with our School Designer, Sarah Purdy, in person each month. Each visit includes strategic planning and professional development.
- \* We were pleased to welcome Dominic Aguirre to our in-service CREW time!
- \* Classified evaluations are in process.

\* Mid-Year Family Survey answers are being collected and analyzed.

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

No report was given.

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

**A. VCS Comprehensive School Safety Plan**

In compliance with California *Education Code (EC)* sections 32280–32289, the VCS School Safety Plan is reviewed annually by staff, parents, and the Board and must be approved by March 1st. Board approval for the attached was requested.

Liz Smiley made a motion to approve the VCS Comprehensive Safety Plan.

Dominic Aguirre seconded the motion.

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

**Roll Call**

Tricia McClain Aye

Tom Mc Nerney Aye

Dominic Aguirre Aye

Cecilia Johnston Aye

Liz Smiley Aye

Tom Mc Nerney arrived at 6:51 PM.

**B. VCS School Calendar for 2023/2024**

Board approval was requested for the school calendar for the 23/24 school year. The draft matches the VUSD calendar for vacation breaks.

Cecilia Johnston made a motion to approve the 23/24 school calendar.

Tom Mc Nerney seconded the motion.

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

**Roll Call**

Cecilia Johnston Aye

Dominic Aguirre Aye

Tricia McClain Aye

Liz Smiley Aye

Tom Mc Nerney Aye

**C. 2nd Interim Budget**

The board heard a presentation regarding the 2nd Interim Budget. Board approval of the budget was requested. A discussion regarding the possibility of an off-schedule bonus of 3% for all staff was held. Additionally, there was discussion regarding the possibility or an additional on-schedule raise for the 23/24 school year. This would be dependent on enrollment projections being healthy and stable.

Tricia McClain made a motion to approve the 2nd Interim Budget.

Dominic Aguirre seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**D. Local Teacher Assignment Option Policy Approval (Ed. Code § 44258.3)**

Board approval of the School's use of a local assignment option under Education Code section 44258.3 was requested.

Tricia McClain made a motion to approve the use of a local assignment option under Education Code section 44258.3.

Cecilia Johnston seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**E. Employee Retention Credit Contract**

The Employee Retention Credit (ERC) is a refundable tax credit for businesses that continued to pay employees while shut down due to the COVID-19 pandemic or had significant declines in gross receipts from March 13, 2020 to Dec. 31, 2021. Eligible employers can claim the ERC on an original or adjusted employment tax return for a period within those dates.

Board ratification of the Employee Retention Credit Contract was requested.  
Cecilia Johnston made a motion to approve the Employee Retention Credit Contract.  
Liz Smiley seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**IV. Other Business**

**A.**



### **Future Topics**

- AB 361 Resolution for the March Board Meeting.
- 700 Forms
- Audit Report
- ConApp
- PGonzalez

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

A check-in of the Board Goals was conducted:

#### **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)

The March Board Meeting was moved to March 23, 2023 at 6:30 PM.

### **V. Closing Items**

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

Liz Smiley made a motion to adjourn the meeting at 8:07 PM.

Dominic Aguirre seconded the motion.

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

#### **Roll Call**

Dominic Aguirre Aye

Tricia McClain Aye

Tom Mc Nerney Aye

Cecilia Johnston Aye

Liz Smiley Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:07 PM.

Respectfully Submitted,

Cecilia Johnston