

## Ventura Charter School of Arts and Global Education

### Minutes

#### Regular Board Meeting - March

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**Date and Time**

Thursday March 23, 2023 at 6:30 PM

**Location**

Ventura Charter School  
2060 Cameron Street  
Ventura, CA 93001  
Room 20

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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, Liz Smiley, Tom Mc Nerney, Tricia McClain

#### **Directors Absent**

Dominic Aguirre

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

Christi Sandbach, Lisa Hildebrand

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

Christi Sandbach, Lisa Hildebrand

#### **Guests Present**

[IRhode@vcoe.org](mailto:IRhode@vcoe.org), Liza Scheer, Rudy Calasin, 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 Mar 23, 2023 at 6:30 PM.

**B. Record Attendance and Guests**

**C. Mission Statement**

Cecilia Johnston read the VCS Mission Statement:

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

**D. Approval of Minutes for the Regular Board Meeting for February 23, 2023.**

Liz Smiley made a motion to approve the minutes from Regular Board Meeting - February on 02-23-23.

Tom Mc Nerney seconded the motion.

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

**E. Approval of the Agenda**

Cecilia Johnston made a motion to approve the agenda for the March 23, 2023 Board Meeting.

Liz Smiley seconded the motion.

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

**F. Consent Agenda**

Approval of the Consent Agenda was requested.

--**Ratification** of attached check register, purchase orders, summary of revenue and expenditures for the month of February 2023

--**Gifts to School:** None

--**Credit Cards:** February:

LHildebrand: \$1,933.40

CSandbach: \$557.93

--**Personnel:**

--Ratification of the hiring of Paula Gonzales as a .70 FTE paraeducator

--Ratification of the hiring of Erin Looker and Laura Bingham as substitutes.

Tom Mc Nerney made a motion to approve the Consent Agenda.

Liz Smiley seconded the motion.

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

**G. Upcoming Events**

- April 3-7: Spring Break
- April 16: EarthDay/EcoFest at VCS! 10:00 - 2:00
- MAP Testing
- CAASPP Testing Begins
- ELPAC Testing
- GATE Testing
- 700 Forms due!

## **II. Communications**

### **A. Public Comments**

There were no public comments.

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

Tricia McClain reported on attending the 2023 California Charter School Association's annual conference in Sacramento, CA.

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

Governance Committee: Cecilia Johnston reported that she is updating the board candidate packet.

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

The Parent Advisory Committee reviewed the Mid-Year Parent Survey results.

### **E. Teacher Report**

Liza Scheer reported on the Peter Pan expedition that third grade is culminating.

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

Christi Sandbach, Assistant Director, reported on:

- Pre-Inquiry Conferences and observations with teachers for their annual growth plans.
- MAP Growth training
- Learning Loss Intervention training
- EL Education staff to be on campus in March for professional development

Lisa Hildebrand, Executive Director, reported on:

- Two speech teachers have been hired to support IEP students and make-up minutes
- Visit to Patagonia's Child Care Center to research ideas for TK
- Conway Site Visit with staff in April to tour this EL Credentialed School
- Classified evaluations are complete

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

No report given

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

#### **A. VCS Mid-Year Family Survey**

The Board heard a presentation of the results from the 22/23 VCS Mid-Year Family Survey. Parents expressed concerns related to supporting struggling students as well as high-achieving students. Parents also expressed concerns regarding VCS facilities, most notably, the bathrooms.

#### **B. 2022 Audit Report**

Board approval was requested for the 2022 Audit Report. There were no findings found in the report.

Cecilia Johnston made a motion to approve the VCS 2022 Audit Report.

Tricia McClain seconded the motion.

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

#### **C. Ventura County Business Services Authority (BSA) 2023/2024 Contract**

Board approval was requested for the attached contract with BSA. VCS is charged a 6.75% fee on all revenues with the exception of local revenue (i.e. fundraising, donations, etc.). For this year, the projected BSA fee is \$402,820, and next year's projection is \$355,626. It's higher this year due to the one-time revenues VCS received.

Liz Smiley made a motion to approve the Ventura County Business Services Authority (BSA) 2023/2024 contract.

Tricia McClain seconded the motion.

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

#### **D. MOU with Western Governor's University**

Approval was requested for the ratification of the attached MOU with Western Governor's University in a partnership to engage with the university for student-teacher placements at VCS.

Cecilia Johnston made a motion to approve the MOU with Western Governor's University.

Liz Smiley seconded the motion.

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

#### **E. Resolution for a Local Teacher Assignment Option (Ed. Code § 44258.3)**

Board approval of a resolution for the School's use of a local assignment option under Education Code section 44258.3 was requested. This resolution allows Ashley Johnson (Multiple Subject Credentialed Teacher) to teach as a STEM Specialist teacher. STEM is offered to our K-4th grade students on a weekly basis.

Tom Mc Nerney made a motion to approve the Resolution for a Local TEacher Assignment Option (Ed. Code § 44258.3).

Cecilia Johnston seconded the motion.

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

#### **F. Resource Specialist Waiver**

Board approval was requested for a Resource Specialist Waiver. VCS is in need of a Resource Specialist Waiver to allow our Special Education teachers to have more than 28 students and up to 31 students on their caseload. Without the waiver, Special Education teachers' caseloads are capped at 28 students. VCS expects that this waiver is only needed for the remainder of the 22/23 school year with caseloads reverting to under 28 in the 23/24 school year.

Liz Smiley made a motion to approve the Resource Specialist Waiver.

Tricia McClain seconded the motion.

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

#### **G. Short Term Variable Waiver**

Board approval was requested for a Short Term Variable Waiver. Ventura County is experiencing a shortage of Speech-Language Pathologists. S. Melbardis is completing her Speech-Language Pathologist Credential in May of 2023. This waiver will allow S. Melbardis to work as a Speech-Language Pathologist at VCS through the remainder of the 22/23 school year.

Cecilia Johnston made a motion to approve a Short Term Variable Waiver.

Liz Smiley seconded the motion.

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

#### **H. Pioneer Healthcare Services Agreement**

Board ratification was requested for the Pioneer Healthcare Services Agreement for Jullian Griffith to work as a virtual Speech-Language Pathologist to assist in making up speech services lost due to the death of Jami Beck and assisting with Speech-Language assessments for the remainder of the 22/23 school year.

It was noted that the contract was drawn up between Ventura Unified School District and Pioneer. VCS will reach out to Pioneer to correct this to Ventura Charter School.

### **IV. Other Business**

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

--ConApp

--LCAP

--Off-Schedule Bonus

--Board Selection Committee Presentation of Interest

--CharterSafe Agreement

- Hiring of Sarah Melbardis, SLP
- Pioneer Healthcare Services Agreement

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

### **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**

Cecilia Johnston made a motion to adjourn the meeting at 7:40 PM.

Tom Mc Nerney 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,  
Cecilia Johnston