

## Ventura Charter School of Arts and Global Education

### Minutes

#### Regular Board Meeting - June

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**Date and Time**

Thursday June 15, 2023 at 6:30 PM

**Location**

Ventura Charter School of Arts and Global Education  
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
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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**

Dominic Aguirre, Liz Smiley, Tricia McClain

#### **Directors Absent**

Cecilia Johnston, Tom Mc Nerney

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

Christi Sandbach, Lisa Hildebrand

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

Christi Sandbach, Lisa Hildebrand

#### **Guests Present**

Isabelle Rhode, 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 Jun 15, 2023 at 6:38 AM.

**B. Record Attendance and Guests**

**C. 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.*

**D. Approval of Minutes for the Regular Board Meeting for April 20, 2023**

Liz Smiley made a motion to approve the minutes from Regular Board Meeting - May on 05-23-23.

Dominic Aguirre seconded the motion.

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

**E. Approval of the Agenda**

Dominic Aguirre made a motion to approve the agenda.

Liz Smiley seconded the motion.

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

**F. Consent Agenda**

*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 June 2023

--**Gifts to School:**

- Musical - \$350

- Middle School End of Year Party- \$350

- Family donations- \$410

Total: \$1,110

--**Credit Cards:** May:

LHildebrand: \$709.47

CSandbach: \$6,778.55

--**Personnel:**

\*\*Hiring of Heather Zueleger and Ellen Page as full-time teachers for the 2023/2024 school year.

**\*\*Resignation of Hector Rodriguez.** Hector's last day will be 06/16/2023

**\*\*Resignation of Ray Mini, Tameru Logbicho, and Chris Hearst.** Last day will be 06/14/2023

Liz Smiley made a motion to approve the Consent Agenda.

Tricia McClain seconded the motion.

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

## **G. Upcoming Events**

--July 3 - July 31 - Office Closed

--Board Retreat: TBD

--Regular Board Meeting: 8/17/23 6:30PM

--Board Governance Training: October 17 from 5:30 - 7:30PM

## **II. Communications**

### **A. Public Comments**

No Public Comments.

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

No President or Board Report.

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

The Finance Committee met to discuss the 2023/2024 Budget.

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

No report given.

### **E. Teacher Report**

No report given.

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

The Directors gave a report that summarized the ending of the year including:

- Data Walls and Professional Development for the teachers to support utilizing data to inform instruction and support students.
- End of Year activities including the 6th grade musical, Oliver, the 5th and 7/8 grade trips, and end of year culminations by grade level and Promotion.

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

No report given.

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

#### **A. Local Control and Accountability Plan**

Liz Smiley made a motion to approve the 2023/2024 LCAP.

Dominic Aguirre seconded the motion.

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

#### **B. 2023-24 Adopted Budget**

Dominic Aguirre made a motion to approve the 2023/2024 budget.

Liz Smiley seconded the motion.

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

#### **C. 2023-24 Prop 30 Report**

Liz Smiley made a motion to approve the 2023/2024 Prop 30 Report.

Dominic Aguirre seconded the motion.

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

#### **D. Year-End Resolutions**

Dominic Aguirre made a motion to approve the Year-End Resolutions #22-23-01 and #22-23-02.

Liz Smiley seconded the motion.

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

#### **E. 2023-24 Salary Schedule**

The Board approved an off-schedule salary adjustment of 4% for the 2022/2023 school year based off of actual positional pay for employees that worked through June 9, 2023.

Liz Smiley made a motion to approve the 2023/2024 salary schedule with an off-schedule salary adjustment of 4% for the 2022/2023 school year.

Dominic Aguirre seconded the motion.

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

#### **F. Local Agency Executive Compensation Report**

The Board reviewed, discussed and considered approving the Local Agency Executive Compensation. In accordance with SB 1436, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken.

Lisa Hildebrand, Executive Director, will be paid an annual salary of \$128,651 for the 2023/2024 school year. In addition, a \$100 cell phone stipend shall be paid monthly.

**G. 2022-23 CARS Winter Release**

Dominic Aguirre made a motion to approve the 2022/2023 CARS Winter Release.

Liz Smiley seconded the motion.

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

**H. MOU with Ventura County Indian Education Consortium**

Liz Smiley made a motion to approve the 2023/2024 MOU with Ventura County Indian Education Consortium.

Dominic Aguirre seconded the motion.

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

**I. Charter Safe Contract Renewal**

Dominic Aguirre made a motion to approve the 2023/2024 Charter Safe Contract Renewal.

Liz Smiley seconded the motion.

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

**J. Agreement for CA-ERP Financial and Payroll Personnel System**

Liz Smiley made a motion to approve the 2022/2023 CA-ERP Financial and Payroll Personnel System.

Dominic Aguirre seconded the motion.

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

**K. Lease Agreement with Saint Paul's Episcopal Church**

Dominic Aguirre made a motion to approve the 2022/2023 Lease Agreement with Saint Paul's Episcopal Church.

Liz Smiley seconded the motion.

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

**L. Nomination for a New Board Member**

Tricia McClain formally nominated Skye Stifel for VCS Board Member. This nomination is open for 28 days to receive public comments. The Board will vote on Ms. Stifel's nomination at an August public Board Meeting.

**IV. Other Business**

**A. Future Topics**

There are no future topics.

**B.**

## **Board Meeting Check In**

The Board considered their 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. Closed Session**

### **A. Motion to go to Closed Session**

Dominic Aguirre made a motion to enter Closed Session at 7:50 PM.

Liz Smiley seconded the motion.

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

### **B. Return to Regular Session**

Liz Smiley made a motion to return to regular session at 8:17 PM.

Dominic Aguirre seconded the motion.

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

### **C. Report of Action Taken in Closed Session**

There was no action taken in Closed Session.

## **VI. Closing Items**

### **A. Adjourn Meeting**

Dominic Aguirre 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 8:18 PM.

Respectfully Submitted,  
Tricia McClain