

## Ventura Charter School of Arts and Global Education

### Minutes

#### Regular Board Meeting - September

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**Date and Time**

Thursday September 28, 2023 at 6:30 PM

**Location**

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**

Dominic Aguirre, Liz Smiley, Skye Stifel, Tom Mc Nerney, Tricia McClain

#### **Directors Absent**

Cecilia Johnston

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

Christi Sandbach, Lisa Hildebrand

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

Christi Sandbach, Lisa Hildebrand

#### **Guests Present**

Mahika Morin, Tony Biasotti

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Liz Smiley called a meeting of the board of directors of Ventura Charter School of Arts and Global Education to order on Thursday Sep 28, 2023 at 6:30 PM.

**B. Record Attendance and Guests**

**C. 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.*

**D. Approval of Minutes for the Regular Board Meeting for August 17, 2023**

Tricia McClain made a motion to approve the minutes from Annual Retreat and Regular Board Meeting on 08-17-23.

Skye Stifel seconded the motion.

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

**E. Approval of the Agenda**

Tricia McClain made a motion to approve the Agenda for the September 28, 2023 Board Meeting.

Dominic Aguirre 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 August 2023.

--**Gifts to School:** \$7,500 - Schwab

--**Credit Cards:**

July:

LHildebrand: \$7,154.71

CSandbach: \$3,108.96

--**Personnel:**

\*\*Resignation of Tricia Purcell effective 9/8/23

Dominic Aguirre made a motion to approve the Consent Agenda.

Tom Mc Nerney seconded the motion.

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

## **G. Upcoming Events**

--September 25th - No School

--October 4th - 6th - VCS Annual Campout

--October 12th - PAC Meeting

--October 17th - 5:30 - 7:30PM - Board Governance Training - See Flyer [here](#) to register

--October 19th - Board Meeting

--October 20th - Teacher In-Service

--October 23rd - 27th - Fall Break

--October 31st - Halloween Parade

## **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 Governance Committee has been forwarded two names of parents who are interested in joining the Board.

No other committee reports were made.

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

### **E. Staff/Teacher Report**

[This Slide Show](#) was shared from the Middle School Team.

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

The Assistant Director reported on two of our Work Plan goals: the continued refinement of our Multi-Tiered Support System, and our work with teachers and students with Non Violent Communication.

The Executive Director reported that we have one vacancy and are searching for a Math teacher and STEM teacher. Also, we have implemented two new student programs. Journeys are a family group consisting of staff members and two students per grade.

They meet once a month and work on the VCS Habits of Character. Student Ambassador Crew is a crew of 4th - 8th graders who work on public speaking, lead Whole School Crew, and will begin to lead tours of VCS.

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

No report was given.

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

#### **A. Executive Director Goals**

Lisa Hildebrand presented her 23/24 Executive Director goals.

Tricia McClain made a motion to approve the Executive Director Goals for the 23/24 school year.

Dominic Aguirre seconded the motion.

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

#### **B. Adopting a 457(b) Plan - Resolution #23-24-01**

Skye Stifel made a motion to approve the adoption of a 457(b) Plan - Resolution #23-24-01.

Tricia McClain seconded the motion.

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

### **IV. Other Business**

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

--Data Report

--Calendar for 24/25

--Discussion regarding an on-schedule pay increase

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

##### **VCS Board Goals for the 2023/2024 School Year**

Goal 1: Develop a well-governed organization- Governance Committee (Recruit diverse board members from the community, Develop Short & Long Term Executive Director Succession Plan. CEO Evaluation Committee: Redo CEO Evaluation Survey.)

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

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

### **V. Closing Items**

#### **A.**

### **Adjourn Meeting**

Dominic Aguirre made a motion to adjourn the meeting.

Tricia McClain 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 7:29 PM.

Respectfully Submitted,

Liz Smiley