

APPROVED

ventura charter school  
*of arts and global education*

## Ventura Charter School of Arts and Global Education

### Minutes

#### Regular Board Meeting - September

---

**Date and Time**

Thursday September 19, 2024 at 6:30 PM

**Location**

Ventura Charter School of Arts and Global Education  
2060 Cameron Street  
Ventura, CA 93001

Room 20

---

#### **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.

---

#### **Directors Present**

Dominic Aguirre, Liz Smiley, Sam Estes, Skye Stifel, Tom Mc Nerney

#### **Directors Absent**

Erika Dowd, Tricia McClain

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

Christi Sandbach, Lisa Hildebrand

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

Christi Sandbach, Lisa Hildebrand

#### **Guests Present**

Isabelle Rhode, Jenny Barley, Marlo Hartsuyker

---

### **I. Opening Items**

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

#### **B.**

## Record Attendance and Guests

### C. Mission Statement

Liz Smiley 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 15, 2024

Tom Mc Nerney made a motion to approve the minutes from Regular Board Meeting - August on 08-15-24.

Dominic Aguirre seconded the motion.

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

#### Roll Call

Liz Smiley	Aye
Skye Stifel	Aye
Sam Estes	Abstain
Dominic Aguirre	Aye
Tricia McClain	Absent
Tom Mc Nerney	Aye
Erika Dowd	Absent

### E. Approval of the Agenda

Sam Estes made a motion to approve the agenda.

Liz Smiley seconded the motion.

The board **VOTED** 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, 2024.

--**Gifts to School:** Aki and Scott Freshman through Schwab Charitable sent \$5,000 to VCS on behalf of Visionary Solutions Inc.

--**Credit Cards:** August:

LHildebrand: \$6,363.20

CSandbach: \$1,587.83

-**Personnel:**

\*\*Hiring of Karina Gamez. 2nd grade long-term substitute.

\*\*Hiring of Willow Buck as a Yard Duty person, Signe Harvout as a Paraeducator sub

Dominic Aguirre made a motion to Approve the Consent Agenda.

Skye Stifel seconded the motion.

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

## **G. Upcoming Events**

--September 3-20 - Beginning of Year Academic Screening

--October 3 - No School

--October 9 - 11 Annual VCS Campout at Steckel Park

--October 15th - 5:30 - 7:30PM - Board Governance Training

--October 17, 18, 21, 22 - Parent/Teacher Conferences

--October 25 - Teacher In-Service

--October 28 - November 1 - Fall Break

## **II. Communications**

### **A. Public Comments**

None

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

None

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

The Governance Committee met and will make a recommendation at the next regularly scheduled board meeting in October.

### **D. Teacher Report**

Jenny Barley presented on what is happening in classrooms this month.

### **E. Directors' Report**

Lisa Hildebrand and Christi Sandbach reported on

\* Back to School Night

\* The new VCS Website hosted by Smart Sites

\* Teacher PDs

\* Fieldtrip opportunities

\* New Response to Behavior plan

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

VCOE is hosting a Charter Board Governance Workshop via Zoom on October 17th from 5:30 - 7:30. Please let Lisa know if you cannot attend.

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

#### **A. Presentation on Board Governance**

Marlo Hartsuyker provided a presentation to the VCS Board on Board Governance.

#### **B. Approval of the 2023-24 Unaudited Actuals Financial Report**

Approval of the 2023-24 Unaudited Actuals Financial Report was requested.

Sam Estes made a motion to Approve the 2023-24 Unaudited Actuals Financial Report.

Liz Smiley seconded the motion.

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

#### **C. Approval of the Final 2023-24 Prop 30 Report**

Approval of the Final 2023-24 Prop 30 Report was requested.

Sam Estes made a motion to Approve the Final 2023-24 Prop 30 Report.

Tom Mc Nerney seconded the motion.

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

#### **D. Certification of Signatures**

Approval of the Certification of Signatures was requested.

Liz Smiley made a motion to approve the Certification of Signatures.

Sam Estes seconded the motion.

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

#### **E. Approval of the 24/25 Independent Study Policy**

Approval of the 24/25 Independent Study Policy was requested. The Board approved with the following changes:

\* Students must be made available for Local assessments in September, January, and April.

\* Students in grades 6-8 can participate in long term independent study with administrative approval.

Tom Mc Nerney made a motion to approve the 24/25 Independent Study Policy.

Liz Smiley seconded the motion.

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

#### **F. Approval of the Independent Study Master Agreement**

The Independent Study Master Agreement will be brought back at the October Board Meeting with the removal of the word Skype and the addition of the requirement for students to be made available for Local Assessments three times a year.

#### **G.**

### **Approval of the VCS Attendance Policy**

Approval of the VCS Attendance Policy was requested.

Tom Mc Nerney made a motion to approve the VCS Attendance Policy.

Dominic Aguirre seconded the motion.

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

### **H. VCS Workplace Violence Prevention Plan**

Approval of the VCS Workplace Violence Prevention Plan was requested.

Liz Smiley made a motion to approve the VCS Workplace Violence Prevention Plan.

Skye Stifel seconded the motion.

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

## **IV. Other Business**

### **A. Future Topics**

\*Independent Study Master Agreement

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

The Board discussed their 24/25 VCS Board Goals.

#### **VCS Board Goals for the 2024/2025 School Year:**

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

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, promote VCS as a leader in education in Ventura County)

## **V. Closing Items**

### **A. Adjourn Meeting**

Tom Mc Nerney made a motion to adjourn the meeting.

Skye Stifel seconded the motion.

The board **VOTED** 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 9:03 PM.

Respectfully Submitted,  
Skye Stifel