

APPROVED

ventura charter school  
*of arts and global education*

## Ventura Charter School of Arts and Global Education

### Minutes

#### Regular Board Meeting - September

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**Date and Time**

Thursday September 18, 2025 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 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**

Erika Dowd, Liz Smiley, Sam Estes, Tom Mc Nerney, Tricia McClain

#### **Directors Absent**

*None*

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

Christi Sandbach, Lisa Hildebrand

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

Christi Sandbach, Lisa Hildebrand

#### **Guests Present**

Elyse Martin, Leah Kahler, Rudy Calasin

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### **I. Opening Items**

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

Tom Mc Nerney called a meeting of the board of directors of Ventura Charter School of Arts and Global Education to order on Thursday Sep 18, 2025 at 6:32 PM.

**B. Record Attendance and Guests**

Erika Dowd arrived at 7:08 pm.

**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 Annual Retreat, August 11, 2025**

These minutes were approved at the August Board Meeting.

**E. Approval of Minutes from August 21, 2025**

Sam Estes made a motion to approve the minutes from Regular Board Meeting - August on 08-21-25.

Liz Smiley seconded the motion.

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

**F. Approval of the Agenda**

Tricia McClain made a motion to approve the agenda.

Tom Mc Nerney seconded the motion.

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

**G. Consent Agenda**

Liz Smiley made a motion to approve the Consent Agenda.

Tricia McClain seconded the motion.

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

**H. Upcoming Events**

The following upcoming events were discussed:

--September 2-29 - Beginning of Year Academic Screening

--October 2 - No School (Board Holiday)

--October 8-10 - VCS Campout

--October 16, 17, 20,21 - Parent/Teacher Conferences

--October 27 - 31 - Fall Break

## II. Communications

### A. Public Comments

None

### B. President and Board Report

None

### C. Board Committee Reports

The Finance Committee will meet soon to plan the stakeholder budget meetings that will happen this year to garner input for crucial budgetary decisions.

### D. Teacher Report

Elyse Martin provided a report on grade level instructional programming.

### E. Directors' Report

The Executive Director and Assistant Director presented their reports.

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

None

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

### A. VCS Workplan

The Board heard a presentation on the VCS Workplan for 2025/2026.

### B. Approval of VCS Participation in the Ventura County Schools Cross Country (VCSXC) League

The Board heard a presentation on the VCS Cross Country team.

Tricia McClain made a motion to approve the participation of VCS in the Ventura County Schools Cross Country League.

Sam Estes seconded the motion.

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

### C. Approval of 2024-25 Unaudited Actuals

Liz Smiley made a motion to approve the 2024/2025 Unaudited Actuals.

Tom Mc Nerney seconded the motion.

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

### D. Approval of Final 2024-25 Prop 30 Report

Erika Dowd made a motion to approve the final 2024/2025 Prop 30 Report.

Liz Smiley seconded the motion.

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

**E. Approval of the Clifton Larson Allen Agreement for the 2025/2026 school year.**

Liz Smiley made a motion to approve the Clifton Larson Allen Agreement for the 2025/2026 school year.

Sam Estes seconded the motion.

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

**F. Approval of the VCOE Nursing Contract for services in the 2025/2026 school year**

Erika Dowd made a motion to approve the 2025/2026 VCOE Nursing Contract.

Liz Smiley seconded the motion.

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

**G. Board discussion on board make-up.**

The Board discussed the pros and cons of having parents on the Board who have less than two years of experience at VCS. The Board agreed that it would be wise to proceed cautiously with parents who may have personal interests different from the role of Board Member. The Board is working to attract alumni parents.

**IV. Other Business**

**A. Future Topics**

--Marlo presents on Board Governance

--Coverly Pro presentation

**B. Board Meeting Check In**

**V. Closing Items**

**A. Adjourn Meeting**

Tricia McClain made a motion to adjourn the meeting at 8:23 pm.

Erika Dowd 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 8:23 PM.

Respectfully Submitted,

Liz Smiley