

Ventura Charter School of Arts and Global Education

Minutes

Board Meeting

Date and Time

Tuesday August 16, 2016 at 6:30 PM

Location

2060 Cameron Street Ventura, CA 93001 Room 17

Directors Present

Cecilia Johnston, Eva Oxelson, Tracey Reineke, Tricia McClain

Directors Absent

Beckie Willhite, Jane Meyer

I. Opening Items**A. Call the Meeting to Order**

Tracey Reineke called a meeting of the board of directors of Ventura Charter School of Arts and Global Education to order on Tuesday Aug 16, 2016 at 6:46 PM.

B. Record Attendance and Guests**C. Mission Statement**

Read by Eva Oxelson

D. Approve the Agenda

Tricia McClain made a motion to Approve the Agenda.
Cecilia Johnston seconded the motion.

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

E. Approve Minutes

Cecilia Johnston made a motion to Approve the Minutes Board Meeting on 06-23-16.

Tricia McClain seconded the motion.

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

F. Approve board retreat minutes

Cecilia Johnston made a motion to approve minutes from the Annual Board Retreat on 08-06-16 Annual Board Retreat on 08-06-16.

Tracey Reineke seconded the motion.

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

G. Consent Agenda Items

Eva Oxelson made a motion to Approve the Consent Agenda Items 1-4.

Cecilia Johnston seconded the motion.

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

1. Ratification of attached check register, purchase orders, summary of revenue and expenditures for the month of June and July, 2016.

2. Gifts to School: SAGE Grant \$1,000; Escrip \$35.21

3. Credit Card: MGalvin: \$25.00; LHildebrand: \$543.11

4. Personnel:

---To accept the resignation of Casey Landry for the IT Coordinator position.

---To hire Jesus Palacios for IT Coordinator position at 1.0 FTE.

---To accept the resignation of Amanda Pribyl, paraeducator.

---To accept the resignation of Kate Danker, paraeducator

---To accept the resignation of Josiah Fernandez, paraeducator

---To accept the resignation of Melody Alvarez, paraeducator

---To hire Erin Looker, Laura Bingham, Ivy Brown, and Hector Rodriguez for Kickstart/Intervention Teachers.

II. Communications

A. Public Comments

None

B. Board Correspondence

Eva will report on Exit Interviews next month.

C. President and Board Report

Tracey Reineke reported that Beckie Willhite will be stepping down from the board.

Annual Board Retreat at Marriott Beach Hotel was best he's ever had at VCS; most

amount of work in shortest amount of time. BOT workshop with Cece, Lisa and Mary in Los Angeles. There are many resources and webinars regarding Governance topics;

D. Board Committee Reports

None

E. Parent Liaison Report

None

F. Teacher Report

None

G. Homeschool Coordinator Report

Beth Tappin reported on the Homeschool orientation and enrollment update. 27 returning students; 8 spaces left; 2-3 in process. Testing went well, technology went well. Enrichment class schedule same as last year looking for a Spanish teacher.

H. Directors' Reports

Lisa Hildebrand reported that Kickstart 8 day program served 19 students; and they all made gains. Getting ELD specialist from the County for staff development; Armando Zunika will do 3 workshops for teachers on supporting ELD students and how to interpret CELDT scores; Just Communities representative, Ana Becerra, will be working with staff as well this year on anti-bias. Just hired Spanish Teacher, Julio Nejera, two highly qualified music teachers will be interviewing. Teachers back on Thursday. Mary Galvin reported that the K yard got more green turf; two new portable classrooms should be ready by 8/17; looking for a big turnout for campus clean up day Sunday 8/21.

I. VCOE Director of Charter School Support and Oversight Report

Richard Urias said ELD standards is good teaching; more verbal; better techniques; nice that Mary and Lisa go to County offerings/trainings good resource. Charter School news ILead Charter closed in Simi Valey; he is following up. He is monitoring Academy of Arts and Sciences, (a virtual school), for fiscal irregularities.

J. Local Control Action Plan (LCAP) Update

None

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

A. 2016-17 Board Goals-Work Plan

Tracey Reineke led a conversation on the proposed four goals; there was discussion about how they were developed. Committees were discussed as follows:

Eva and Tricia interested in Academic Excellence
Tricia and Jane interested in Finance
Cece and Jane interested in Governance--Board Governance
Tracey and Cece interested in Facilities
Cece and Beckie Tracey interested in CEO Evaluation:

Cecilia Johnston made a motion to Approve the four Board Goals as presetned in Work Plan from 8-6-16.

Eva Oxelson seconded the motion.

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

B. Board Membership-Terms

There was discussion regarding which members, if any were interested in staying on the board past their current terms. All stated they would be willing. There is a need to stagger the terms.

C. Board Meeting Dates for 2016-17

The board set the following dates for 2016-17 board meetings.

August 16th, September 20th, October 18th, November 15th, December 13th, January 17th, February 21st, March 14th, April 18th, May 16th, June 20th.

Tricia McClain made a motion to Approve the board meeting dates as presented.

Eva Oxelson seconded the motion.

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

D. Contracts Policy

There was discussion regarding Section VIII C and the addition of language to match the MOU: "all purchases in excess of \$25,000 must have dual signatures by a board member and an officer of the corporation. There was also discussion regarding Section XIII and Conflict of Interest. Suggested language presented: *No Board member or Charter School employee shall have a material financial interest directly or indirectly in any contract made by the Board or in any contract made in their capacity as a Board member or Charter School employee.*

E. Per Diem Travel Meal Allowance

Tracey Reineke made a motion to raise the daily travel per diem from \$20 to \$50 per day.

Eva Oxelson seconded the motion.

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

F. St. Paul's MOU

Tricia McClain made a motion to Approve the St. Paul's MOU as presented.

Cecilia Johnston seconded the motion.

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

G. Homeschool Grade Span

Lisa explained that with the difficulty of Common Core math standards and lack of aligned curriculum makes it hard for Homeschool parents to teach the standards. Focusing on grades K-5 would be easier than trying to teach 6th-8th grade math. Current 6th-8th grade students would matriculate.

Tricia McClain made a motion to Limit Homeschool enrollment to K-5.

Eva Oxelson seconded the motion.

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

H. Final 2015-16 Prop 30 Education Protection Account Expenditure of Funds

Tracey Reineke made a motion to approve the final 2015-16 Proposition 30 Education Protection Account Expenditure of Funds as presented.

Cecilia Johnston seconded the motion.

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

I. Approval of 2013-14 Unaudited Actuals

Benny Martinez reviewed the Unaudited Actuals Report.

Tricia McClain made a motion to approve the Unaudited Actuals Report as presented.

Eva Oxelson seconded the motion.

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

J. Board Meeting Check-in

Tracey requested that board members review Board on Track online resources/webinars on board structures and Board/CEO partnership as homework.

IV. Closing Items

A. Adjourn Meeting

Tracey Reineke made a motion to adjourn the meeting at 9:00 p.m.

Cecilia Johnston 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 9:00 PM.

Respectfully Submitted,

Mary Galvin