

APPROVED

ventura charter school  
*of arts and global education*

Ventura Charter School of Arts and Global Education

**Minutes**

Board Meeting

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**Date and Time**

Tuesday August 16, 2016 at 6:30 PM

**Location**

2060 Cameron Street Ventura, CA 93001 Room 17

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**Directors Present**

Cecilia Johnston, Eva Oxelson, Tracey Reineke, Tricia McClain

**Directors Absent**

Beckie Willhite, Jane Meyer

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**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