Board of Directors' Meeting Minutes
Regular Meeting
Tuesday, October 29, 2019
Room 305 at 5:30 P.M.

OPEN SESSION

1) **CALL TO ORDER** by Board President
Meeting called to order at 5:34pm.

2) **ROLL CALL:**

Robert Feinberg (RF), Board President (2022)	x
Elizabeth Dowhower (BD), Secretary (2020)	*arrived 6:47*
Meg Rydman (MR), Member at Large (2021)	x
Kevin Donnelly (KD), Member at Large (2021)	x
Debbie Trujillo (DT), Middle School Teacher Rep. (2019)	x
Eugenia Pappas (EP), Elementary Teacher Rep (2019)	x
Byranie Thomas (BT), Member at Large (2021)	x
Kelly Kay (KK), Member at Large (2021)	x
Maurene Donner (MD), Superintendent College School District	x
OTHER ATTENDEES:	
John Dewey (JD), Executive Director	x

3) **APPROVAL OF AGENDA** for October 29, 2019
Motion to approve agenda: BT
Second: KD
Discussion: None
Vote: Approved 8-0-0

OPEN SESSION

4) **Public Comment**
RF read welcome/guidelines

Name: Calisse Courtney
Topic: Improvements
Comments sent via email. Processes need fixing. Parents don't know what processes are. Discipline procedure needs revamping. Teacher support needs improvement. Admin communication - not getting enough, not satisfying - need framework to help him, help parents. Board has to take action, need to get answers. Test results should be highlighted. We are doing better than other schools & we should be proud and market that.

Name: Elizabeth Newnham
Topic: 4th grade
Sad & shocked, shocked that things got that bad so quickly. Would like to know what happened, spent time in that classroom with the teacher.

Name: Ingemar Axelsson
Topic: 4th grade
Heard rumors want to know if what heard is truth. Want to know what's being done and what could be done. If nothing gets done, more students will leave the school. It's serious & he feels for the kids in that class, even though his kids aren't in that class. Parents of all students should be able to find out when things happen.

RF reiterated that the Board can't respond, but he's happy to speak individually after the meeting.

Name: Heather Wood
Topic: Discipline policy
Want to discuss the discipline policy.

MR clarified procedure that Board may not engage in open forum-type discussion over agenda items.

Name: Sally McNamara
Topic: 4th grade
Wanted option to speak, but don't have anything to say at this moment.

Name: Ian Morse
Topic: Recent 4th grade issue-support for Board
Thanks to Board members. Re-read RF's letter in context. Understand parental concerns, Parents have right to speak and share concerns. Everybody has rights, including students. Willing to help work on developing discipline policies and procedures. It's easy to come & complain. Encourages parents to not only share concerns but also to do the hard work of figuring out what to do to fix things. Encourages parents not to remove children from the school. Don't underestimate what happens when kids are moved. Happy to help out, can use legal background.

5) **Consent Agenda**

a. Approval of Minutes for Meeting September 24, 2019
Motion to approve minutes: KD
Second: DT
Discussion: None
Vote: Approved 8-0-0

b. Approval of Minutes for Special Meeting October 23, 2019
Motion to approve minutes: KD
Second: DT
Discussion: None
Vote: Approved 6-0-2

6) **Standing Reports**

a. Treasurer's Report
Report included in packet. No questions, comments, or discussion.

b. Director's Report
Report included in packet. JD highlighted the following: Busy last few weeks; Annual appeal - 25% participation; Field trip donations 6-8 - commitments from 90% of families; RFP for legal services - no responses received yet, deadline is Thursday; 3rd grade collecting shoes - received good media coverage; 4th grade teacher - efforts to support, opening is posted - options include long term sub or permanent replacement - currently day-by-day -plan to have consistent substitute by Monday - have met with many parents, met with RF, met with MD - put a lot of energy into the situation - 4th grade staffing is a separate agenda item; Local indicators - separate agenda item; 7th & 8th grades are at Astro Camp - all reports are good; Training in new science curriculum and Lexia core 5, participated in valleywide PD on mental first aid training - KK asked who determines topics. MD said superintendents decide together. KD asked if Board could get a summary? EP gave a summary. KD asked to bring back for a bit more info at a future board meeting; MS conferences; Gardening projects - planting irises, renovating the kinder garden area; Two tours to Ballard

school parents - KK asked for which grade level? JD replied 7th grade next year; working on 20th anniversary fundraising event.

c. PTSO Report

Meeting minutes dated 10-1-19 included in packet. MR asked if car raffle tickets went home. Not yet.

d. Teachers' Report Tri 1

Written reports from teachers included in packet. BT expressed disappointment that there were missing reports. The 4th grade report is attached. JD will follow up with missing grade levels (2nd, ⅞ Math/Sci) for December agenda.

7) **Informational/Discussion**

a. Discipline Policy review

Potential to create committee in agenda item 9b.

Public comment on agenda item 7)a.

Name: Mercedes Valencia
Policy is in place, don't follow it. Don't understand why have policy if not going to follow it. Have a stack of discipline notices that enter in system, no consequences. That comes from administration. She can't discipline the kids, but spend a lot of time entering the information.

Name: Sarah Ollenburger
There is a culture of not following discipline policy, parents not respecting it, going back a couple of years.

Name: Clarisse Courtney
In regards to students accused - RF and her conversation - relayed information based on conversations with parents of kids it happened to, but RF said it was wrong. Operating on a completely different understanding of what had happened. What info is board getting? Where are they getting the info? Are they making sure they are getting the correct information? Trying to see where there are differences in understanding.

Name: Sally McNamara
2nd year here at charter. Wonderful group of parents in the 4th grade class. Went on lots of field trips last year and those moms stepped up. Our concerns are valid. Seven kids have left. Big red flag. Want those moms and dads to know that they're doing a great job. Respect reasons they've left. It's important that is heard, that these parents are wonderful.

RF - Discipline policy needs re-work.
KD- Committee - can it include parents?
MD - Suggests JD starts by talking to staff. Discuss what is happening in classrooms, reinforcing positive behaviors. Have staff draft something up, then involve parents to get insight and feedback. School has some good things in place, but needs tweaking. Some elements are very punitive.
KD - How would that look?
JD - Will bring up at next available teacher meeting. Teachers could have their own subcommittee.
MD mentioned grade level spans - will look different at different grade levels, what happens. MD emphasized communication is important. Can't specify names but it's ok to send out messaging to everyone potentially involved what transpired. Tell them there was an incident and what was done or that appropriate action was taken. Parents have to trust school, that if the school has policies in place that they were followed. Sometimes teacher sends message, sometimes principal

if it's more severe. Just send to those with children involved or within the classroom, not schoolwide.
RF - Is that codified in discipline policy?
JD It can be.
KK asked about restorative circles.
MD described, mentioned good training at county.
RF - Changes in policy to give Director the tools to be able to function but don't want to see it be so rigid that certain actions have to be taken. Give ability to make decisions based on infractions.
MD - Try to make it as equitable and fair as possible. May have different consequences depending on student's situation/circumstances.
BT - Policy outlines steps so teachers know what options are available and parents know what kinds of things would/could happen.

b. 4th Grade Support/Staffing

JD - Initially put on agenda to suggest hire aide for 4th grade, have put aide in place temporarily.

Public comment on agenda item 7)b.
Name: Mercedes Valencia
When learned of resignation, reached out to a couple of people. One long term sub was interested but not available until after December . Another person is willing to come in and assist with planning and consulting. School only has access to 3 subs right now, none of which are available.

Name: Clarisse Courtney
Also reached out to the same person and was told same thing.

Name: Sarah Ollenburger
These kids had a rough end of 3rd grade. Positive outlook for 4th grade. Wasn't the start we thought it would be. These kids really deserve a good hire. It's an important hire for the future of the school and more importantly for these kids.

MR - Asked to clarify what purpose of agenda item is.
JD - Now have different issues, need to fill position.
With 6 students less in 4th grade, 1 left in another class, this amounts to approximately $65,000-$70,000 in lost income. Already deficit spending approximately $30,000.
KK clarified idea of extra consultant, plus new teacher/long term sub, plus an aide - hard to crunch numbers on the spot.
MR suggested filling position from within.
JD - Goal would be to hire from outside and ask for internal person to fill position until hire can be made.
KD - Could adjustments be made to budget to accommodate filling position with loss of students?
JD - Not really, would dip into reserve.
KD - Need to continue to pursue all avenues.
KK - Significant budget problem. Reduced deficit quite a bit, but have a situation that needs attention. It's worth it to take the hit.
MD - Advertised to hire teacher or long term sub?
JD - Teacher
MD - Could cast a wider net if look for long term sub. Also reduces employment costs.
BT - A known quantity may be available in January, could fill in until that time.
JD - Exploring every avenue.
RF - No action necessary. JD has direction where to go.

c. Smarter Balanced Test scores

Scores for ELA and math grades 3-8 included in packet.

JD highlighted increases since 2017. Increases can be attributed to various factors, including dedicated teaching.
Discussion followed regarding curricular adoptions and standards implementation, in terms of impact on students' in various grade levels and their performance on the tests.

8) **Board Business**

a.

None.

9) **Action Items**

a. Approve Local Indicators (State Accountability)

Motion to approve Local Indicators: KD
Second: BD
Discussion: JD explained that the local indicators require Board approval for submission to Dashboard by 11/1 deadline. JD briefly described the priorities. The responses based on student and teacher surveys. JD pointed out that professional development in the area of social studies needs attention, and students indicated their lowest responses to the question about having input.
Vote: Approved 9-0-0

b. Approve committee to review and make recommendations on Discipline Policy

Motion to table action in lieu of giving direction to Executive Director: BD
Second: EP
Discussion: Board directed JD to reach out to staff and bring back a draft version of discipline policy to the Board in January. JD will gather parent and student input, too.
Vote: Approved 9-0-0

10) **Future Agenda Items**

a. Board Meeting December 10, 2019

11) Public Comment on Closed Session Items

Name: Clarisse Courtney
I think JD does a great job, sorry for all the grief he's gotten recently. Thinks there should be some feedback given publicly, happy to help with that process.

JD - Clarified that this evaluation is an annual evaluation.

Open session ended at 7:13pm. Board took a 5-minute break.

CLOSED SESSION

Closed session was called to order at 7:18pm.

12) Personnel as authorized by Government code 54957: Executive Director Evaluation

Closed session adjourned and open session resumed at 8:49pm.

OPEN SESSION

13) Report out from Closed Session

The Board discussed the Executive Director's evaluation processes and timelines. The Board approved the establishment of personnel sub-committee including members KK, BT, and BD.

ADJOURNMENT

Meeting adjourned at 8:50pm.