

Board of Directors' Meeting Minutes
Regular Meeting
Tuesday, February 13, 2018
Room 305 at 5:30 P.M.

OPEN SESSION

- 1) **CALL TO ORDER** by Board President
Meeting called to order at 5:38pm.

- 2) **ROLL CALL:**

Robert Feinberg (RF), Board President (2019)	x
Meg Rydman (MR), Secretary (2018)	x
Vacant,, Treasurer (2018)	_____
Mark Swanitz (MS), Member at Large (2019)	_____
Melanie Sutton Hodgdon (MSH), Member at Large (2018)	_____
Elizabeth Dowhower(BD), Member at Large (2020)	x
Linda Mayer (LM), Elementary Teacher Rep (2018)	X <i>(left at 6:45pm when closed session was called to order)</i>
Debbie Trujillo , Middle School Teacher Rep. (2018)	X <i>(left at 6:45pm when closed session was called to order)</i>
Jim Brown (JB), Superintendent College School District	_____

OTHER ATTENDEES:

Mark Palmerston (MP), Executive Director	x
--	---

- 3) **APPROVAL OF AGENDA** for February 13, 2018
Motion to approve agenda: MR
Second: BD
Discussion: None
Vote: Approved 5-0-0

OPEN SESSION

- 4) **Public Comment**
None.

- 5) **Consent Agenda**
 - a. Approval of Minutes for Meeting December 12, 2017
 - b. Approval of Minutes for Meeting January 23, 2018
 - c. Approval of Minutes for Meeting February 3, 2018

BD asked to remove "a. Approval of Minutes for Meeting December 12, 2017" from Consent Agenda for a separate vote.

Motion to approve Consent Agenda: BD
Second: DT
Discussion: None
Vote: Approved 5-0-0

Motion to approve Minutes for Meeting December 12, 2017: DT
Second: LM
Discussion: None
Vote: Approved 4-0-1

- 6) **Standing Reports**
 - a. Teachers' Report
Kindergarten
Kindergartners are working on rhyming, word families and sight words. They are developing their counting skills and practicing addition, number sequence, and pattern skills. They created self-portraits during Arts Outreach, and they made created A Tree of Love with their 8th grade buddies.

 - First Grade
No report.

 - Second Grade

Second graders participated in 100s day “stations” in class and the 100s Day Olympics. They completed a unit on geometry and measurement. They used Typing Club and are reading chapter books. They finished a unit on rocks. Second graders are enjoying their Arts Outreach ceramics class.

Third Grade

Third graders held a successful Chumash Pow Wow, and they are studying the solar system. In math they are learning how to write and solve two-step words problems. Their writing during Genius Hour is focused on evidence-based persuasive essays. The third graders are preparing for their spring performance, which will be a play called “Go Fish”.

Fourth Grade

Fourth graders integrated their writing and social studies units while working on their mission reports. They are looking at different structures of informational writing pieces and have been reading biographies that highlight positive character traits. In math they wrapped up a unit on division.

Middle School

Language Arts

Fifth graders are working on plot charts, mapping out the novel they just completed and looking at various conflicts that drive the story and lead to the climax.

Sixth graders are in the process of peer revising and editing their free verse narratives, inspired by the novel Out of the Dust.

Seventh graders are reading “The Giver” and analyzing the idea of a utopian society, while doing extensive vocabulary and grammar work.

Eighth graders are finishing their Huckleberry Finn thematic Powerpoint presentations.

Mathematics

Fifth graders took a computer-based test, offering them practice in the skills necessary for taking the Smarter Balanced assessments. They are continuing their work with multiplying unit fractions and non-unit fractions by whole numbers, as well as fractions.

Sixth graders will work with variables and equations to find unknown lengths. They will use ratios to describe the relationship between shapes of different sizes.

Seventh graders will be looking at proportional relationships through similar shapes and tables, graphs, and equations of real life situations.

Eighth graders will continue to make connections between tables, equations, and graphs leading them to the understanding of the rule, $y=mx+b$, and what each of the parts of the equation represent in a graph.

They will also practice constructing graphs without the use of a table.

Social Studies

Fifth graders are studying the Colonial Era and presenting their Country Reports.

Sixth graders concluded their study of Ancient Mesopotamia. They wrote stories modeled after the “Epic of Gilgamesh”. They began their study of Ancient Egypt.

Seventh graders finished their unit on the roots of Islam and they are beginning a study of the medieval time period. They are working on research projects.

Eighth graders presented research projects from “The Critical Period” just following the American Revolution and including the Louisiana Purchase, The Barbary Pirate War, and the Monroe Doctrine.

They have also been enjoying their time with their Kindergarten buddies.

Science

Fifth graders are finished their unit on vascular plants, human body systems, nutrition, and how they’re all connected. They collected leaves from the garden and made an impression of the leaf cells with stomata to observe under their microscopes. They finished their holiday projects, a periodic table elemental paper chain & Chemis-Tree, which was a collaborative effort between grades 5-6.

Sixth graders finished a unit on environmental hazards, including faults & folds, earthquakes, and volcanoes. They created edible models illustrating plate interactions and fault systems, engineering a structure to withstand a simulated earthquake. They finished their holiday projects, a Chemis-Tree, which was a collaborative effort between grades 5-6, and Borax crystal snowflakes for their reading buddies and themselves.

Seventh graders finished their unit on genetics and heredity. They made DNA models, extracting DNA from strawberries, and charting the heredity of their paper pets using Punnett Squares before presenting their projects in class. The seventh graders returned from their week-long ocean adventure on Catalina Island and will be completing a slideshow to share what they saw, learned, and enjoyed. They finished their holiday projects, a string of colorful chromatography lights.

Eighth graders finished a unit on chemical reactions, acids, and bases. They learned how tricky it is to balance chemical equations. They proved that both open and closed systems adhere to the law of conservation of matter, using indicators to identify the pH of various solutions before neutralizing a solution. They finished their holiday projects, a presentation on an element group with Christmas tree ornament Bohr model atoms.

b. PTSO Report

MP mentioned efforts to bring back the carnival, which is scheduled for March 23.

c. Treasurer's Report

None.

d. Director's Report

MP reported that he enjoys this time of year when he has the opportunity to share our school. He is proud that the students can so clearly articulate what they're doing at school, including details about what they're doing, and why they're doing it.

MP mentioned the policy committee. The plan is to bring policies for a first reading, with an opportunity for additional input provided after first reading or in between meetings. Policies will then be brought back for approval at another meeting. MP proposes purchasing the policy binder from CSDC.

MP noted that the 12:00pm dismissal during middle school conference week worked really well.

MP shared the 2018-19 school calendar recently adopted by the high school.

7) Discussion Items

a. Budget Presentation-Expenditures (Books and Supplies)

No presentation at this time.

b. Succession Planning-Key Positions and Current Info

MP presented a list of key positions compiled as a result of the presentation on succession planning at the Board retreat. Those key positions include the Executive Director, Office Manager, Music Teacher, and Founding Teachers. In terms of the founding teachers, the Board needs to consider how to carry on school culture and how this knowledge will be transferred. In terms of job descriptions, information, salary surveys, etc., we need to examine what we have and what is missing, as well as what needs to be changed or revised and what conversations are necessary in regards to timelines, to help with planning ahead.

c. 2018-2019 Staffing Plans

Most staff members are in year 1 of their 2-year contract. Before the next Board meeting, intents to return will go out asking if the teachers want to return. MP will bring full staffing plan to the next meeting. MP indicated it will include very few decisions for the Board, since most staff members are in the middle of their 2-year contract.

8) Action Items

a. Review and Approval of 2017-2018 2nd Interim Budget

MP presented details of the 2nd interim budget, pointing out an increase in revenue and a decrease in expenditure, resulting in less deficit spending than projected at 1st interim. The Board discussed and clarified differences and resulting amounts.

Motion to approve 2017-2018 2nd Interim Budget: BD

Second: LM

Discussion: None

Vote: Approved 5-0-0

b. Discuss and Select Auditor for Fiscal Year 2017-2018

Motion to table to March meeting: BD

Second: LM

Discussion: No supporting documents are available, so there is nothing to vote on at this time.

Vote: Approved 5-0-0

c. First Reading of Policies

i. Suicide Prevention Policy

MP presented a draft of this policy for a first reading. The Board discussed several elements of the policy and reviewed the process for policy adoption. This policy will be brought back for a second reading at the March meeting.

9) **Next Board Meeting Date**

a. Regular Board Meeting March 27, 2018

10) Public Comment on Closed Session Item

None.

CLOSED SESSION

Closed session was called to order at 6:45pm.

1) PERSONNEL MATTERS PURSUANT TO GOV CODE 54957

2) PUBLIC EMPLOYEE PERFORMANCE EVALUATION-Executive Director

Closed session adjourned and open session resumed at 7:15pm.

OPEN SESSION

11) Report out from Closed Session

MP provided the Board with an update on personnel matters. The Board discussed evaluation processes, timelines, and next steps for Executive Director's evaluation.

ADJOURNMENT

Meeting adjourned at 7:16pm.