

**Board of Directors' Meeting Minutes**  
**Regular Meeting**  
**Tuesday, September 27, 2016**  
**Room 304 at 5:30 P.M.**

OPEN SESSION

- 1) **CALL TO ORDER** by Board President

*Meeting called to order at 5:35.*

- 2) **ROLL CALL:**

Meg Rydman (MR), Board President (2018)	X
Mark Swanitz (MS), Secretary (2019)	X
Heather Fletcher (HF), Treasurer (2018)	X
Melanie Sutton Hodgdon (MSH), Member at Large (2018)	X (arrived 5:39 PM)
Robert Feinberg (RF), Incoming Member at Large (2019)	X
Elizabeth Dowhower (BD), Member at Large (2017)	X
Debbie Trujillo (DT), Middle School Teacher Rep. (2016)	_____
Linda Mayer (LM), Elementary Teacher Rep (2017)	_____
Jim Brown (JB), Superintendent College School District	_____
OTHER ATTENDEES:	
Mark Palmerston (MP), Executive Director	_____

- 3) **APPROVAL OF AGENDA** for September 27, 2016

*Motion to approve the agenda: BD*

*Second: RF*

*Discussion: none*

*Vote: Approved 5-0-0*

- 4) **Public Comment**, See page 1 for instructions

*MR read a letter from Jim Neary concerned about the culture of the school and the concern that we were straying from our mission was read as public comment. The board directed MP to place a discussion of school culture as related to mission and vision on a future agenda.*

- 5) **Public Comment on Closed Session Item**

*No public comment.*

CLOSED SESSION (5:30-6:00 PM)

- 6) **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**—Executive Director

*Closed session called to order at 5:39 PM.*

*Closed session adjourned at 5:59 PM.*

OPEN SESSION (6:00 PM)

- 7) **ROLL CALL:**

Meg Rydman (MR), Board President (2018)	X
Mark Swanitz (MS), Secretary (2019)	X
Heather Fletcher (HF), Treasurer (2018)	X
Melanie Sutton Hodgdon (MSH), Member at Large (2018)	X
Robert Feinberg (RF), Incoming Member at Large (2019)	X
Elizabeth Dowhower (BD), Member at Large (2017)	X
Debbie Trujillo (DT), Middle School Teacher Rep. (2016)	_____
Linda Mayer (LM), Elementary Teacher Rep (2017)	X
Jim Brown (JB), Superintendent College School District	X (arrived 6:05 PM)
OTHER ATTENDEES:	
Mark Palmerston (MP), Executive Director	X

8) Report out from Closed Session

*The board discussed and unanimously approved the terms of the contract for the Executive Director for the 2016-17 school year.*

9) **Consent Agenda**

- a. Approval of Minutes for Meeting June 14, 2016
- b. Approval of Minutes for Meeting August 26, 2016

*Motion to approve the items on the consent agenda: BD*

*Second: HF*

*Discussion: MR asked a question about the highlighted portion which MP addressed as being related to closed session.*

*Vote: Approved 6-0-2 (MSH and BD abstained due to their not being at one of the meetings.)*

10) **Standing Reports**

- a. Teachers' Report

**Primary Grades**

Kindergarten: *Students are focusing on letters (specifically S, B and A) and numbers in language arts. They are studying the numbers 1-10 in math. The class has been exploring the parts of an apple in science. A group of 7th grade girls helped with a science project on their lunch period.*

1st Grade: *Students are reviewing the alphabet in language arts. In math they are practicing how many objects are in a collection without counting from one and learning identify one more and one less than a given number. They have created number racks to help them see numbers in groups of two, five and ten rather than having to count from one.*

2nd Grade: *Students have been concentrating not on "learning to read" but on "reading to learn" in language arts. They have enjoyed their 1st and 6th grade reading buddies. In math, students have been using their number racks to show ways to make 20 without counting from one and using their understanding of number sense to solve problems.*

3rd Grade: *In language arts, students have been reading about traditions from various lands in preparation of writing about their own family traditions. They have also been using Quizlet to study vocabulary. They are also using Quizlet in science where they are working on their rainforest projects. 7th grade buddies are helping them learn to use Google Slides for their projects. They have an upcoming science field trip to Lotusland. In math, they are exploring multiplication and how it is related to addition.*

4th Grade: *Students have just finished studying their first novel and are learning about realistic fiction, focusing on character analysis, setting and plot. They will soon be writing their realistic fiction. They have recently finished their first social studies unit. In science they are exploring electricity and magnetism. In math they have been learning multiplication strategies.*

Genius Hour: *Students have been doing STEM projects, working together to complete group challenges where they are given the same materials and are used to build something or solve a problem.*

**Middle School**

Language Arts: *5th graders just finished their first novel and are now presenting personal narratives about a close family member. 6th graders just completed reading Charlie and the Chocolate Factory and are now starting a short unit on folktales which will culminate with them writing a folktale of their own. 7th and 8th graders have both finished their first novels and are now working on first drafts of thematic essays as their summative assessment*

Social Studies: *5th graders have started working on the annual state reports. They are starting a unit on Native American tribes with cross-collaboration with language arts. 6th graders are studying ancient man and learning the Homo habilis song. 7th grade is studying ancient Rome and are working on research projects. 8th grade is studying explorers and colonies and are looking forward to graduation having recently chosen "Black and White" as their graduation theme.*

Science: *5th graders are studying physical science. They recently completed discussions on solubility and are now learning how atoms combine to form molecules. The 6th grade is studying minerals and rocks. 7th grade is looking into the organelles of animal and plant cells, and 8th grade is studying the different forms of energy and how it can change the states of matter.*

Math: 5th graders are piloting the Bridges program and are exploring the book, Number Corner and Home Connections. Currently students are using the concept of volume to understand equivalent expressions and how to talk about them. 6th graders are transitioning into their first year of College Preparatory Math (CPM) initial focus on area and perimeter and various types of graphs. 7th graders are moving on in the CPM curriculum reviewing proportional relationships and problem-solving strategies. They will be studying probability next using the eTools from the online textbook. And 8th graders started off the year with sequences in tile patterns which will later be used to develop an understanding of equations. Students also participated in a graphing activity on a life-sized coordinate plane set up on the field. This activity will be referenced in developing an understanding of the relationships between graphs, equations, tables and stories.

Physical Education: Middle schools students are finishing their basketball unit and will be moving on to flag football. Three runs days have been completed and students are using Google Classroom to respond to questions about effort and setting goals for future runs. In life skills, students continue to work on study skills and techniques, while 8th graders will begin learning about how to apply for jobs.

b. PTSO Report

The new PTSO board has set a goal of \$14,000 for fundraising for the 2016-17 school year.

c. Treasurer's Report

HF delivered the treasurer's report. MP gave a status report of the closing of the 2015-16 school year books. Mary Stark is working through the process and preliminary rough estimates includes significantly higher LCFF revenues commensurate with higher spending. It is anticipated that our end balance will be in the positive including some additional restricted funds. There are some open questions which affect Charter's 2015-16 financials including the school's end-of-year bills for special education, utilities, oversight and business services. The school's auditors have taken a preliminary look at the 2015-16 books and will be returning in October to complete their review; the final audit report will be completed by December 15. HF requested that PayPal giving be included in future board reports.

d. Director's Report

MP gave a report updating the board about upcoming school activities and current enrollment. Upcoming events include middle school conference week (9/26-30), the book fair (10/3-7), the jog-a-thon (10/7), the Valley Schools Conference (10/10), and the Great California ShakeOut! (10/20). Current enrollment is 196 students, including TK.

MP informed the board that he and school counsel are discussing several potential revisions and modifications to our MOU with the district. These include a discussion of business services, utilities billing, and duplicate language regarding facilities.

MP also distributed a revised memo to the College School District explaining that SYVCS is no longer on the ACLU Charter Schools in Violation List. LM asked why SYVCS was audited by the ACLU. MP explained that the ACLU looked specifically at charter schools to publish a list of 137 charter schools in California who were in violation of civil rights.

11) **Board Business**

a. Recognition of Teacher Representative-Roxanne Usher (2017)

Motion to accept Roxanne Usher (RU) as a member of the board: BD

Second: LM

Vote: Approved 8-0-0

b. Discussion of Bylaws Changes—Terms of Service for Teacher Representatives

MR gave the background of our discussion of the merits of changing the bylaws for terms of service for teacher representatives. With a small staff, it can be difficult to find interested and available teachers to fill the slot without allowing the few interested teachers to violate term limits by effectively staying on the board indefinitely. With the addition of RU this month, we are compliant with the current bylaws. MP explained that the rationale for term limits for teachers to include more teacher voices on the board. The

board directed MP to draft language for two potential bylaws change for teacher representatives: 1) one-year terms, for a maximum of three consecutive terms and 2) two-year terms, for a maximum of three consecutive terms. The board further discussed some confusion about how vacancies on the board are filled. RF suggested that we might also want to look at any ambiguity regarding the filling of vacancies at the same time.

## 12) Information/Discussion

### a. Presentation of 2015-2016 Assessment Results

MP presented the 2015-16 assessment results. He began with a look at i-Ready data which showed growth at all grades in reading and math benchmarks. Following that he presented the Smarter Balanced Summative Assessments. He compared all schools in the Valley on a schoolwide basis which showed SYVCS about in the middle of the pack. The disaggregated results on a grade-by-grade comparison despite the fact that these results do not track cohorts show us as doing better than the middle of the pack when compared to other Valley schools. The cohort comparison shows good growth year-over-year in English, but a notable decline in math. This may be due to the mid-year change in curriculum. MP then shared the placement data of 8th graders in HS math and English which showed good results. Tardies were discussed next. Tardy data shows more on-time attendance. P2 attendance results showed a slight increase from 2012-13 and a decrease in the number of students with greater than 10 absences. MP concluded by summarizing key instructional changes which led to the results and highlighting the next steps to continue growing.

### b. Discussion of Lunch Program

MP opened the discussion by reiterating concerns over the board's concerns over the quality of the SYVCS school lunch program. He showed two actual lunches from Solvang School and one from the Charter kitchen. Although the Charter lunch today looked healthier and more appetizing, MSH stated that the nutritional quality of the lunch program needs to be improved. She asked for more administrative oversight of the program. MP stated the goals of the program were quality food that kids will eat. MR stated that it was the school's responsibility to provide fresh, healthy food. JB suggested that a committee be formed to serve as advisors to the caterer. MP will follow up with the formation of a stakeholder committee.

### c. Discussion of Annual Appeal

MP stated that he is having challenges getting the Annual Appeal program started. The concern is that now that the year has started, the annual ask would now conflict with existing fundraising efforts. The idea is to have a PayPal account and to ask all parents to contribute in four ways: 1) eScrip, 2) jog-a-thon, 3) auction and 4) annual ask for a combined total of \$500 per student. HF suggested sending a letter to all families and to give options such as varying amounts, a single payment, and monthly payments. The board further discussed requesting that Charter families ask grandparents and extended family to participate as well.

### d. Discussion of Business Services

MP presented that the MOU with the College School District (CSD) has been mutually beneficial in the past. With the advent of Santa Barbara County Education Office's (SBCEO) rollout of the Escape accounting system, there is an opportunity to consider other back office providers—perhaps with charter school background and experience. MP and JB will be meeting with SBCEO officials to consider options, JB iterated that CSD has no objection to SYVCS making other arrangements provided that the solution is legal and maintains good internal controls.

## 13) Action Items

### a. Approval of 2016-2017 MOU with Explore Ecology for Garden Education Services

Motion to approve the MOU with Explore Ecology for Garden Education Services: BD  
Second: MSH  
Discussion: none  
Vote: Approved 9-0-0

### b. Approval of 2016-2017 Overnight Field Trips

*Motion to approve the 2016-17 Overnight Field Trips: MSH*

*Second: BD*

*Discussion: HF asked if it was all in the budget. MP assured that it was.*

*Vote: Approved 9-0-0*

14) **Board Advanced Agenda**

*The board discussed the Board Advanced Agenda. The advanced agenda shows upcoming meeting dates and agendas and gives board members the opportunity to add agenda items to future agenda. MP requested that we find a time as a board to meet with the teachers. He is going to send around a Doodle to check availability. Also added to the agenda at the request of the board is a discussion of school culture related to mission and vision.*

15) **ADJOURNMENT** by Board President

*Meeting adjourned at 8:00 PM.*