

***Journey School***  
***A California Public Charter School***

***August 22, 2017***

***REGULAR MEETING AGENDA***

***6:30 p.m.***

*At Journey School*  
*27102 Foxborough*  
*Aliso Viejo, CA 92656*  
***In the Journey School Office***  
*(949) 448-7232*  
[www.journeyschool.net](http://www.journeyschool.net)

*Anna Brown, Council President*  
*Julie Chiaverini, Council Vice President*  
*Jessica Monroe, Council Treasurer elect*  
*Lisa O'Neill, Parent Cabinet Member and Secretary*  
*Judy Levinsohn, Council Member*  
*Jeanne Lee, Educational Trustee Member elect*  
*John Holland, Council Member elect*

***INSTRUCTIONS FOR PRESENTATIONS TO THE COUNCIL BY PARENTS AND CITIZENS***

*Journey School welcomes your participation at the school's Council meetings. The purpose of a public meeting of the Council is to conduct the affairs of Journey School in public. We are pleased that you are in attendance. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:*

- 1. Agendas are available to all audience members at the door during the meeting.***
- 2. "Request to Speak" forms are available for all audience members who wish to speak on any agenda items or under the general category of "Public Comment." "Public Comment" time is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Council can only listen to your issue, not discuss your issue, respond in substance or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Council may give direction to staff to respond to your concern.***
- 3. With regard to items that are on the agenda, you may specify that agenda item on your "Request to Speak" form. Following the presentation on that agenda item by staff, school committees or the public, the President will recognize members of the public who have submitted a "Request to Speak" form. This period precedes Council discussion and deliberation. You will be given an opportunity to speak for up to three (3) minutes.***

4. When addressing the Council, speakers are requested to state their name from the podium and adhere to the time limits set forth.

**Notices:** Journey does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Please notify the office at (949) 448-7232 seventy-two (72) hours prior to the date of the meeting for disability accommodations necessary in order to participate. Per California Government Code section 54957.5(b), Journey shall make materials that are part of the regular agenda packet available in the office and/or on the school's web site [www.journeyschool.net](http://www.journeyschool.net) without delay and at the same time they are distributed to the Council.

	<b>AGENDA ITEM</b>	<b>SPONSOR</b>	<b>EST. TIME</b>
1	<b>Call to Order, Roll Call and Review of Norms/Roles</b>  <b>And Oath of Office for new Council members</b>	Anna Brown	6:30
2	<b>Inspirational Passage</b>	Anna Brown	6:35
3	<b>Approval of Agenda*</b>  <b>NOTE: The order of the agenda may be changed without prior notice to the public.</b>	Anna Brown	6:40
4	<b>PUBLIC COMMENT:</b> Reminder: Please fill-out a speaker card; see policy above for guidelines	Anna Brown	6:45
5	<b>CONSENT AGENDA ITEMS: Items on Consent Agenda may be approved with one motion and vote for all but without discussion. If an item is to be discussed, it is removed from the Consent Agenda and moved to an Action Item immediately following the Consent Items.</b>  <b>A. Approval of Minutes*:</b> Minutes from meetings of June 22, 2017.  <b>B. Staffing Update*:</b> Approval of staff hires for 2017-18, filling vacant positions on approved staffing plan and any changes since June to the staffing plan.  <b>C. Approval of Update to Education Protection Account Spending Plan*:</b> Annual update to verify funds spent from state's Education Protection Account and plan for 17-18 for these funds.  <b>D. Annual update to Uniform Complaint Policy and Annual Notice*:</b> Updates for Annual Notice and changes to policy to add additional required items that fall under UCP.  <b>E. Recurring Expenses for 2017-18*:</b> Approval of list of recurring, regular expenses that can be paid with one signature, per fiscal	Gavin Keller	7:00

	<p>policies.</p> <p><b>F. 2016-17 Year End Financial Statements and Unaudited Actuals*:</b> Approval of June financial statements and 2016-17 Unaudited Actuals for fiscal year ending June 30, 2017, in state's alternative form, to be submitted by Sept. 15 to CUSD.</p> <p><b>G. Updated Job Descriptions*:</b> Approve updated job descriptions for various positions.</p>		
6	<p><b>INFORMATION ITEMS: Reports</b></p> <p>A. <b>Faculty Update:</b> Update on Faculty activities.</p> <p>B. <b>Parent Cabinet Update:</b> Update on Parent Cabinet activities</p> <p>C. <b>Administrative Update*:</b> Report from School Director, including beginning of year activities, update on campus projects, IS program, Prop 39 update, etc.</p> <p>D. <b>Financial Report*:</b> Review of June financials, and year end financial position and unaudited actuals. Update on audit process.</p>	<p>Jeannie Lee</p> <p>Lisa O'Neill</p> <p>Gavin Keller</p> <p>Larry Tamayo</p>	7:05
7	<p><b>DISCUSSION/ACTION ITEMS: School Operations</b></p> <p>A. <b>Updates on CUSD Oversight process*:</b> Review of report received from CUSD with results of new oversight process.</p> <p>B. <b>Facility Update:</b> Update on repairs/projects on school facility.</p> <p>C. <b>Approval of 403 B Plan Upgrade*:</b> Review and approval of Plan Data Form to offer additional 403B offerings for supplemental retirement for employees.</p>	Gavin Keller	7:30
8	<p><b>BOARD DISCUSSION/ACTION ITEMS: Board Development and Accountability</b></p> <p>A. <b>Review of Journey Mission, Vision:</b> Brief review of the Mission and Vision of the school with some historical information.</p> <p>B. <b>Board Meeting Schedule for 2017-18*:</b> Finalize inspirational passage assignments for the meeting schedule for the 2017-18 school year and discuss the start time of regular meetings.</p> <p>C. <b>Board Composition*:</b> Review of the total numbers of board members and discussion to alter via resolution or continue recruiting.</p>	<p>Gavin Keller/ Franci Sassin</p> <p>Franci Sassin</p> <p>Anna Brown</p>	7:50

	<b>D. Board Training and Retreat*</b> : Discussion of board retreat, training topics, and board support options.	Anna Brown/Franci Sassin	
9	<b>Adjournment</b>	Anna Brown	8:30

*Agenda publicly posted at Journey School on August 18, 2017 by Shoon Ortiz*

*And on the school website at [www.journeyschool.net](http://www.journeyschool.net)*

*\*Items that are expected to have back up materials provided prior to or at the meeting are indicate with an asterisk. Other items may also have back up materials provided.*