

*Journey School*  
*A California Public Charter School*

*March 24, 2011*

**REGULAR MEETING FINAL MINUTES**  
**APPROVED ON 4/28/2011**

*6:30 p.m.*

*At Journey School*  
*27102 Foxborough*

*Aliso Viejo, Ca 92656*

*Journey School Office: (949) 448-7232*

[www.journeyschool.net](http://www.journeyschool.net)

*Marc Damikolas, Council President: Present*

*Dr. Kris Powell, Council Vice President: Present*

*John Kaplan, Council Treasurer: NOT PRESENT*

*Jan Geisendorfer, Council Secretary: Present*

*Kimberly Brown, Council Member: Present Arrived at: 6:37p.m.*

*Diana Graber, Council Member: Present*

*Cheryl Moe, Council Member: Present: Arrived at: 6:40 p.m. Left at: 7:42 p.m.*

*Bettina Spretke, Parent Cabinet Member: NOT PRESENT*

*Bonnie River, Educational Trustee Member: Present*

*Staff present at meeting: Shaheer Faltas, Larry Tamayo*

*Others present at meeting: Kathy Bari, CUSD representative (left at 8:15 pm), Marie Kenney, Lisa Crow, Lisa O'Neill, Lisa Fry*

	<b>AGENDA ITEM</b>	<b>SPONSOR</b>	<b>TIME</b>
<b>1</b>	<b>Call to Order, Roll Call and Review of Norms/Roles</b> Meeting called to order at: 6:35 p.m.	Marc Damikolas	6:35
<b>2</b>	<b>Inspirational Passage</b> – “ The things we fear most in organizations- fluctuations, disturbances, imbalances- are the primary sources of	Shaheer Faltas	

	creativity. –Margaret J. Wheatley		
3	<p><b>Approval of Agenda*</b></p> <p>Motion by: Marc</p> <p>Seconded by: Jan</p> <p>Approval: Unanimous</p>	Marc Damikolas	
4	<p><b>PUBLIC COMMENT:</b> <i>Reminder: Please fill-out a speaker card; see policy above for guidelines</i></p> <p>Name of person: Lisa O’Neill</p> <p>Brief description of comment: Lisa read a letter (submitted for the Council record) written to the council addressing her concerns about the teacher’s union. She is opposed to unionization based on past history w/ this union and prior lawsuit believing Journey School and teachers will not benefit for the cost involved either to themselves or the school.</p> <p>Name of person: Lisa Crow</p> <p>Brief description of comment: Lisa asked whether the Council has had dialogue with teachers about the legal fees incurred by the school and whether participation in the union impacts their involvement in Council. Lisa was informed that for legal reasons there has not been a lot of dialogue regarding the union.</p>	Marc Damikolas	6:35
5	<p><b>Consent Agenda Items:</b></p> <p><b>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.</b></p> <p><b>A. Approval of Minutes:*</b></p> <p>i. February 22, 2011</p> <p>ii. March 6, 2011 (Special Meeting)</p> <p><b>B. Ratification of Second Interim Financial Report*through January 31, 2011, as submitted to CUSD by March 15 deadline</b></p>	<p>Presenter if item is removed from consent:</p> <p>Jan Geisendorfer</p> <p>Larry Tamayo</p>	6:45

	<p><b>C.</b> <i>Approval of Memorandum of Understanding with Rudolph Steiner College* for provision of Hybrid Waldorf teacher training program for Journey School.</i></p> <p><b>D.</b> <i>Approval of Memorandum of Understanding between Journey School and Journey School teachers participating in Rudolph Steiner College training*.</i></p> <p><b>ANY ITEMS PULLED FOR DISCUSSION OR CHANGES: Item A-- Minutes to be placed on the agenda for the next meeting.</b></p> <p>MOTION TO APPROVE ALL REMAINING CONSENT ITEMS AS WRITTEN:</p> <p>BY: Marc</p> <p>SECOND BY: Kris</p> <p>Vote: Item B- Unanimous. Bonnie recused herself from Items C &amp; D. All others approved.</p> <p>DISCUSSION ON CONSENT ITEM(s) PULLED:</p> <p>ITEM #: A</p> <p>DISCUSSION: Cheryl does not believe minutes reflect concern she expressed at 2/24/11 council meeting (and the date was incorrectly listed on agenda as being minutes from 2/22/11) regarding enrollment/lottery process. Language was discussed that might read: "Cheryl raised a concern about enrollment/ lottery policy. Shaheer commented he would put policy in writing for the next meeting." Cheryl and Jan will discuss changes she requests to 3/6/11 minutes prior to next meeting.</p> <p>MOTION: To review amended minutes at next meeting</p> <p>By: Cheryl</p> <p>Second by: Marc</p> <p>Vote: Unanimous</p>	<p><i>Shaheer Faltas</i></p> <p><i>Shaheer Faltas</i></p>	
6	<p><b>INFORMATION ITEMS:</b></p> <p><b>A.</b> <i>Financial Report*: Report from ExED on February financials.</i></p> <p>Brief description of discussion: Overall, we are doing well.</p>	<p><i>Larry Tamayo</i></p>	7:00

Projected to end month at + \$ 41K. ADA between 9/2010 and 12/2010 averaged 95%. 2/2012 attendance was 89% due to severe illness. Monitoring daily and attendance is back up. The latest news from the governor's office is not good for our budget. There is a big push to hold special election in 6/2011 to extend tax measures for a couple of years but not likely to pass. If it doesn't pass our ADA will be cut \$ 60-80K next year. Additionally we will not have federal stimulus funds and will have deferrals. Close the Gap has 60% participation but we are behind \$8,700. Larry was asked about cash flow and legal fees. Legal fees are higher than expected due to Prop 39 and Governance Training. He stated our cash flow is good but stressed setting priorities to make best decisions. Typical reserve in the past has been 5% but Larry would now increase that to 7-10% or 6 months of payroll. Discussed possible scenario if state doesn't pass budget. Shaheer wants us to understand financial picture since he asking us to make decisions tonight (ie educational director) that impact our budget. Shaheer asks when you have reserves and school needs when do you dip into reserves? Larry comments that the school has to advance and it would be prudent to raise classroom sizes to balance out ADA reduction and no stimulus money.

*B. Development Report\*--final binders from Development work*

Brief description of discussion: 2 binders are available with development project info. A goal for Shaheer is to upload the monthly council agenda on Wiki.

*C. Administrative Update\**

Brief description of discussion: Item 7A – Kim asked if Shaheer had a cap in mind for class capacity. Shaheer stated it is subject to negotiation but wouldn't want to exceed 30 in the grades. His clear intent is to raise teacher salaries with guidance from Larry to make this financially sound.

Item 7B – Cheryl asked about class size increase for Kindy. He could not recommend above 22 and run program as we do but he will take direction. He maintains it is prudent to run 4 kindy classes since it allow most flexibility re: space, given we

*Shaheer Faltas*

can have AM/PM classes. We made decision in the fall 2010 to expand into two 1<sup>st</sup> grades but at this point it seems wiser to have 4 kindy classes. However, Shaheer does not want to rule out two 1<sup>st</sup> grades for fall 2011. Kim comments we haven't been able to get numbers for two 1<sup>st</sup> grades with only 3 kindy classes. Bonnie remarks kindy parents need more orientation re: how to live w/ media culture.

Item 7D – Shaheer read teacher placements for fall 2011. If we approve his recommendation these will be the teacher placements. Changes include Jill and Laura becoming kindy teachers. Richard Martin to replace Laura for 4<sup>th</sup> grade; Kerry Townley-Smith to replace Jill for 6<sup>th</sup> grade. All others to move forward with current class. Single subject and support staff recommendations to be discussed in April 2011.

Shaheer is expecting a pending announcement regarding Prop 39 any day. Shaheer expressed gratitude for the way the district and Ron Lebs in particular have worked with him. There are still points of contention but that's part of the process.

*D. Faculty Update*

Brief description of discussion: The faculty would like the Council to know that they request a second voting member. The reason cited is 2 people can present a more balanced report and representation is better. Cheryl believes this is a good idea but addressed concern that charter specifies one faculty; Bonnie says charter says one or more.

*Bonnie River*

*E. Parent Cabinet Update*

Brief description of discussion: PC Minutes were provided in advance by Bettina since she was absent tonight.

*F. Report on Follow-up for Previous Board Items\*: What commitments were made and did we follow through?*

Board members noted that this item is important and needs to be discussed, but it was tabled until next meeting due to

	<p>time constraints.</p> <p><i>Lottery and Enrollment results</i></p> <p>Tabled for next meeting</p> <p><i>Revised Chaperone Guidelines and Protocols*</i></p> <p>Tabled for next meeting</p> <p><i>Board follow up list from Jan*:</i></p> <p>Tabled for next meeting</p>	<p><i>Jan Geisendorfer/</i></p> <p><i>Shaheer Faltas</i></p>	
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7	<p><b>DISCUSSION &amp; ACTION ITEMS</b></p> <p>A. <i>Class Capacity for 2011-12*: Update and possible approval of increased class size for 2011-12, pending mutual agreement by Journey Teachers' Association</i></p> <p>Discussion: See administrative update section for summary of discussion</p> <p>Motion to: Grant Shaheer ability to negotiate salaries for teachers as class size is negotiated.</p> <p>By: Marc</p> <p>Second by: Kris</p> <p>Vote: Bonnie abstains; all other approve</p> <p>B. <i>Grade/Class Configuration for 2011-12*</i></p> <p>Discussion: See administrative update section for summary of discussion</p> <p>Motion to: Move to support 4 kindergarten classes based on the current numbers on the waiting list</p> <p>By: Marc</p> <p>Second by: Kris</p> <p>Vote: Bonnie- abstain; all others approve</p> <p>C. <i>"Sunshine" of Initial Contract Proposal from Journey School Teachers' Association*: Initial Proposal is made public and will be brought back for public input to the Council following a comment period of one month</i></p> <p>Discussion: Lisa O'Neill asked how we talk about this so parents understand. Marc responded the contract will be available for review in office and will be on the agenda at the next board meeting for public comment, prior to any negotiations occurring. Lisa stated her</p>	Shaheer Faltas	7:30
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belief that it is a contradiction for teachers to be asking for a second council seat if they are proceeding with unionization.

The Council made it known where to find the contract and how to submit comments, and that the item would be on the next agenda for discussion by the Council.

*D. Certificated Staff Hiring\*: Approval of administrative recommendation for certificated positions*

Discussion: The Council discussed how necessary it is to have an Educational Director to shift some of administrative burden from Shaheer, and why Bonnie is the right person for the position.

Motion to: Approve staffing recommendations made by Shaheer

By: Marc

Second by: Kris

Motion: Hire Bonnie River as Ed Director for 2011-12

Second: Kim

Vote: Unanimous

*E. Facilities and Proposition 39: Update on discussions with CUSD regarding final Prop 39 offer, due April 1, or alternatives*

Discussion: Shaheer stated that he expects a final offer from CUSD anytime.

No action was taken.

*F. Council Development and Training:*

- 1. Update from attendees at CCSA conference Governance Summit on March 8*

Discussion: Jon, Kris and Jan shared learning moments from



<p>conference. Their experience was very educational and helpful.</p> <p style="text-align: center;"><i>2. Form 700s*—April 1 deadline—questions or comments</i></p> <p>Discussion: Kim, Bonnie, Diana, Kim and Marc still need to do. Bonnie is meeting w/ Franci Sassin on Tuesday for assistance with filing. Others will join them or call Franci if needed.</p> <p style="text-align: center;"><i>3. Review of Charter Section IV (Governance) and Council Ethics Policy*</i></p> <p>Discussion: It is important to remember that council members have the appearance of power of authority.</p> <p style="text-align: center;"><i>4. Expiration of Board terms and filling upcoming vacancies*</i></p> <p>Discussion: Discussed possible candidates for the board. Shaheer has some people in mind to bring forward to the nomination process.</p> <p><b><i>G. Council Policies: Enrollment Board-level Policy*</i></b></p> <p>Discussion: Kim left the meeting at 7:42 pm when Cheryl left and returned with a comment that Cheryl wished to share on this subject. Cheryl expressed that this policy should be vetted by our attorney. The general consensus of the remaining members was that the attorney had already reviewed this issue. Council also discussed that 28 is a better class size than 30.</p> <p>Motion to: Approve the enrollment board level policy as presented</p> <p>By: Kris</p> <p>Second by: Diana</p> <p>Vote: Unanimous</p>	<p><i>Marc Damikolas</i></p>	<p><i>7:45 pm</i></p>
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8	<p><b>CLOSED SESSION:</b> <i>The meeting will now convene to closed session to discuss the matters described below:</i></p> <p><i>Pursuant to Government Code §54957: Public Employee Performance Evaluation, Title: Teacher</i></p> <p><i>Pursuant to Government Code §54957: Public Employee Performance Evaluation, Title: Administrator</i></p> <p><i>Pursuant to Government Code §54957: Public Employment, Title: Administrator</i></p> <p>MOTION to adjourn into Closed Session made at 8:23 pm</p> <p>BY: Marc</p> <p>SECOND BY: Jan</p> <p>Guest invited into closed session: Shaheer Faltas</p> <p>Shaheer and Bonnie left closed session at 8:32 pm prior to discussion about administrator evaluation.</p>	Marc Damikolas	8:23
9	<p><b>RECONVENE TO OPEN SESSION:</b> <i>The meeting was reconvened to open session at: 8:58 p.m.</i></p>	Marc Damikolas	
10	<p><b>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION</b> <i>(includes the vote or abstention of every member present).</i></p> <p><i>Action was not taken, but the Council reported that Marc is to scan new evaluation forms for administrator evaluation to all Council members. Council members to return to Kris by Friday, April 1, 2011.</i></p>	Marc Damikolas	
11	<p><b>INFORMATION ITEM:</b> <i>JSC meeting self-assessment</i></p> <p>1. <i>What best practices did we implement in relation to Section IV of the school's charter, Governance?</i></p> <p>Not discussed.</p> <p>2. <i>What needs to get better? How will this get done?</i></p> <p>Not discussed.</p>	Marc Damikolas	

	<p><b>3. Council Communications: <i>COUNCIL MEMBERS ANNOUNCEMENTS</i></b></p> <p>Announcements made: None</p> <p><b>4. Pending/upcoming/continued agenda items:</b></p> <ul style="list-style-type: none"> <li>A. <i>Bylaw updates (ASAP)</i></li> <li>B. <i>Gift Receipt portion of IRS 990 policies</i></li> <li>C. <i>Student free speech policies as per new law</i></li> <li>D. <i>Update to LEA Plan for Title funds</i></li> </ul>		
12	<b><i>Adjournment at 9:00 pm</i></b>	<i>Marc Damikolas</i>	<i>9:00</i>

***\*Refers to agenda items which had supporting documentation in Council packet***