

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

April 27, 2017

REGULAR MEETING MINUTES

Approved June 1, 2017

6:00 p.m.

At Journey School

27102 Foxborough

Aliso Viejo, CA 92656

In the Journey School Office

(949) 448-7232

www.journeyschool.net

*Michael Corbo, Council President: Present
Susan Toma-Berge, Council Vice President; Present
Anna Brown, Council Treasurer: Present
Kara McCann, Council Secretary: Present
Judy Levinsohn, Council Member: Absent
Lisa O'Neill, Parent Cabinet Member: Present
Jill Murphy, Educational Trustee Member: Present
Julie Chiaverini, Council Member: Present*

School administrators Gavin Keller and Shelley Kelley were present as well as consultant Franci Sassin. Larry Tamayo was present for his portion of the agenda.

AGENDA ITEM	
1	<i>Call to Order, Roll Call and Review of Norms/Roles</i> The meeting was called to order at 6:05 pm.
2	<i>Inspirational Passage</i> Anna Brown asked the board to bring their inspiration and intention to the meeting through the lighting of a candle.
3	<i>Approval of Agenda*</i>

	<p>NOTE: The order of the agenda may be changed without prior notice to the public.</p> <p>There was a motion to approve the agenda, which was seconded and approved unanimously.</p>
4	<p>PUBLIC COMMENT: <i>Reminder: Please fill-out a speaker card; see policy above for guidelines</i></p> <p>There were no members of the public present and no comments submitted.</p>
5	<p>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.</p> <p style="padding-left: 40px;">A. Approval of Minutes*: <i>Minutes from meeting of March 23, 2017.</i></p> <p style="padding-left: 40px;">B. Ratification of Contract for Prop 39 planning*: <i>Ratify contract with Alliance for work to submit Prop 39 energy grant projects to the state</i></p> <p>Item B was pulled from the consent agenda for discussion.</p> <p>There was a motion to approve the remainder of the Consent Agenda (Item A) which was seconded and approved unanimously.</p> <p>Item B: The Board reviewed the contract language and noted that the vendor would be charging \$25,000 for the initial audit and project plans.</p> <p>There was a motion to enter into Alliance contract, delegating Gavin Keller to finalize the terms, and subject to final agreement on the price and duration of the contract. The motion was seconded and approved unanimously.</p>
6	<p>INFORMATION ITEMS: Reports</p> <p style="padding-left: 40px;">A. Faculty Update: <i>Update on Faculty activities.</i></p> <p>CAASPP Testing has been started. 8th grade projects have been scheduled. Third grade is going to attend Rawhide Ranch in Bonsall this year for their end of year trip. Kindergarten held a school work day on Earth Day, and there was a good turn out and repairs to play yard structures were done. The 5th grade Pentathlon will be held in Coronado. The May Fair will be next week on May 3.</p> <p>8th grade graduation will be held at Aliso Viejo High School on June 17.</p> <p style="padding-left: 40px;">B. Parent Cabinet Update: <i>Update on Parent Cabinet activities, including report on Annual Auction fundraiser.</i></p> <p>The annual Auction was held last month and was successful. Fewer tickets were sold but the funds raised were still comparable to the last few years. Parent Cabinet is soliciting new parent to join the Executive Leadership team as others retire from their duties. The group is working closely with the school</p>

administration on planning for projects and partnerships for next year.

C. *Educational Director Update: Report from Ed. Director on school literacy program**

Shelley Glaze-Kelley gave a presentation on changes to the Language Arts curriculum being proposed for next year. She reported to the board that the autonomy that Journey teachers have has many positive benefits, but it can be challenging when it comes to curriculum development. She reviewed the curriculum development process and the way it was presented to the faculty. The Writer's Workshop is one core piece of the new literacy approach, and Step Up to Writing would be used as a supplement. For reading, the curriculum selected is All About Reading for grades 1-3. It has great vocabulary and illustrations that align well with Waldorf. It also works well for students with dyslexia. These stories would be used as supplement during the practice periods. In grades 4-5 they would be reading to learn and so the students would be in novel groups, using leveled reading groupings. For grades 6-8 the Book Whisperer model will be used. There are several books the classes read together, and in addition, each grade must read a certain number of books over the year, chosen by the students. None of these curriculum choices require digital media use by students, which is uncommon now.

Classroom libraries, using funds from Parent Cabinet donations, will be purchased and developed further. Parent book donations may be solicited. In addition, a strong professional development will be provided, from both in house and outside sources. The Educational Director will be following the roll out closely to make sure teachers are well supported and are able to effectively use resources such as pacing guides, assessments, timelines, etc.

The total cost for both programs for materials is approximately \$20,000. One of the programs will give a year guarantee. While there will be some replacement costs several years from now, and the companies will do updated editions periodically, most of the cost will be incurred up front. There are digital editions available, but for teachers only, not for students.

The recommendation is for the board to formally adopt the curriculum next month, but the expenditures are already in this year's budget so the purchases can proceed immediately.

D. *Administrative Update: Report from School Director, including budget committee update, Aliso Viejo Community Association agreement update, Independent study program enrollment update, etc.**

Gavin Keller reported that he met with Larry to work on the draft budget and will work with the budget committee this month and then in June as well. Hopefully the union negotiations will be completed by then and so the final budget can then be adopted in conjunction with the LCAP in June.

There has been a big focus on literacy recently, with the auction fundraising for the new literacy program, plus a Read-A-Thon and a schoolwide book swap.

There is a music concert coming up, as well as May Fair.

The AVCA approved the limited use agreement at their meeting, however, they now need to approve a waiver because their policy states that the majority of students need to be AV residents, and that is not the case with the Journey population. Gavin is continuing to work on a positive outcome so that Journey may be able to use the nearby parks that are owned by the AVCA next school year.

Gavin reported on the independent study program. The total attendance this first year was 17. 25 ADA, which translates to about \$130K. The projected expenses, including teacher and material costs, have been approximately \$90K. Moving forward, there is increased interest, including for the hybrid Kindergarten, which has 13 new applicants plus 3 who are moving over. From the exclusively home based program. There are 11 continuing students from the original group plus 5 new students have applied. Info sessions are still taking place, and so continued enrollment may take place, but for now the budget will be written at 35 ADA. With this fairly conservative assumption, the school should still see a net financial benefit. However, the program would be financially vulnerable to declining enrollment without waiting lists. There may be some creative solutions for staffing if two full time teachers are not needed based on enrollment.

E. *Financial Report: Review of March financials**

Larry Tamayo presented the financial information. It includes the final P2 funded ADA which drives the revenue for this year and the cash flow for next year. The P2 was slightly above budgeted. Attendance rates were higher this year. There are funds available for one time purchases, such as curriculum. The cash reserve is good, and would cover about 90 days of expenses.

There is a budget committee meeting in early May and a draft budget is being worked on. The May revise will be available before the next board meeting and will be incorporated into the draft budget. Larry reminded the board that the funding is expected to be pretty flat next year. He also reminded the board that the facility grant will be expiring next year and the school will re-apply but may not receive it for future.

7 *SCHOOL OPERATIONS (Discussion/Action):*

A. *Re-openers for JTA-JS employment contract for teachers: Presentation of re-openers to begin 2017 negotiations for possible changes for the 2017-18 contract.**

Gavin presented the re-openers that the school would like to address during the upcoming negotiations. Several negotiation sessions are scheduled for May.

Gavin has not heard back from JTA about which two of the three they will be presenting.

B. *LCAP update*: Update on progress of LCAP for 2017-18 including stakeholder engagement.

There is a new state template to use, which is supposed to be easier to read and which moves more important items to the beginning. Stakeholder input so far has been good regarding the future goals of

the school. Regular meetings of different types with teachers, staff, administration and parents have all taken place. The district has the ability to provide feedback during the oversight process and through other contacts. Alumni surveys will be taken into consideration, as well as outreach to local high school counselors to check in about preparation of Journey students for high school. Student input is received regularly, including during weekly Civics classes where there are student forums to discuss school issues. Board input is received during board meetings.

C. *School Calendar and Bell Schedule: Review and discussion of draft calendar for 2017-18 and Calendar Committee update, and including first day of school for students.**

Gavin discussed the calendar review process. The next Committee meeting is tomorrow. Student days will be at 175. Teacher days are subject to union negotiation. School is planned to start after Labor Day , but it should be noted that CUSD will be starting in August again. Otherwise, the major school breaks are aligned with CUSD. Conference week is being moved back to the fall to give teachers an opportunity to check in with parents and also have more time to work on student goals before progress reports come out. The final calendar and bell schedule will be presented to the board at the next meeting for approval.

D. *Specialty Program Review*: Review of current specialty program, including costs.

Mike Corbo elected to leave the room for this item and recuse himself from any discussion because his spouse is a Specialty teacher. Gavin reviewed the fiscal information provided to the board. Most of the cost is for staff costs, the materials costs are very low. The board commented on the enrichment that specialty classes bring, but also to the discretionary aspects to the program which must be considered in light of potential future funding issues. Having this information is beneficial when future decisions have to be made. It is important for the board to be aware of these implications and also good for faculty to be aware of this as well. There was additional discussion about the ways to use this information for fundraising purposes. The board discussed the topic of how it might be possible to evaluate and determine the relative value of the various specialty programs. It is difficult to measure the value to students from the programs but this is an important thing to try to determine because that could also inform decisions during difficult fiscal times.

8 **CLOSED SESSION:** *The meeting will now convene to closed session to discuss the matters described below:*

There was a motion to move into closed session, which was seconded and approved unanimously. The board moved into closed session at 8:30 pm.

Gavin Keller and Franci Sassin were invited into closed session based on their work in these matters. Gavin Keller left the meeting at 9:08 for Item 2.

1. Pursuant to Government Code §54957.6: CONFERENCE WITH LABOR NEGOTIATORS:

Update on the start of negotiations for 2017-18

Employee organization: *Journey Teachers' Association/CTA/NEA*

Agency designated representative: *Gavin Keller*

2. **Pursuant to Government Code §54957: Public Employment, Title: School Executive Director**

RECONVENE TO OPEN SESSION: *The meeting was reconvened to open session at: 9:13 p.m.*

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION *(includes the vote or abstention of every member present)*

No action was taken during closed session.

9 **Adjournment**

The meeting was adjourned at 9:15 pm.

****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.***