

*Journey School
A California Public Charter School*

October 22, 2015
REGULAR MEETING MINUTES
Approved December 10, 2015

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
Sue Vaughn, Council Vice-President: Absent
Susan Toma-Berge, Council Secretary: Absent
Jon Kaplan, Council Member, Treasurer: Absent
Judy Levinsohn, Council Member: Present
Kara McCann, Council Member: Absent
Lisa O'Neill, Parent Cabinet Member: Absent
Jill Murphy, Educational Trustee Member: Present*

Administrative staff members/consultants present were: Gavin Keller, Franci Sassin, and for a portion of the meeting, Kris Reynolds and Larry Tamayo.

THERE WAS NOT A QUORUM PRESENT SO NO ACTION WAS TAKEN AT THIS MEETING.

	AGENDA ITEM
1	<i>Call to Order, Roll Call and Review of Norms/Roles</i> There was no quorum present, the Council decided to listen to reports and updates and action items would be postponed to the next meeting. The meeting started at 6:15 pm.
2	<i>Inspirational Passage</i> Mike Corbo shared a recent article about Digital Media Literacy with a quote about Journey School.
3	<i>Approval of Agenda*</i>

	<p>NOTE: The order of the agenda may be changed without prior notice to the public.</p> <p>School Director</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.</p>
5	<p>CONSENT AGENDA ITEMS:</p> <p>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 Sept 24, 2015.</i></p> <p style="padding-left: 40px;">B. Staffing Plan*: <i>Approval of update to 2015-16 staffing plan.</i></p> <p>These items were tabled until the next meeting due to lack of quorum.</p>
6	<p>INFORMATION ITEMS: Reports</p> <p style="padding-left: 40px;">A. Administrative Update*: <i>Report from School Director regarding school operations and accountability.</i></p> <p>Gavin Keller reported on both Item A and C. Written reports had been provided. Gavin highlighted professional development and training opportunities that have taken place recently and also upcoming opportunities.</p> <p>Gavin reported that teacher Amanda Simmons has been working on the development of the Independent Study program, and will be attending the California Consortium on Independent Study soon.</p> <p>Gavin reported on the work on the Journey version of the curriculum co-alignment, modifying it from the version produced by the Alliance for Public Waldorf Charter Schools. This was done last week during a fall recess for students, when staff had several days for team building and projects.</p> <p style="padding-left: 40px;">B. Faculty Update: <i>Update on Faculty activities.</i></p> <p>Jill Murphy, along with other colleagues, attended a digital media seminar at UCI recently. A lot of the discussion was regarding the effects of increased ‘screen-time’ on children. Many scientific studies were presented, but social-emotional impacts were not really addressed.</p> <p>PedCo is doing a book study on “Thanks for the Feedback”, and also setting up peer observations across the school for teachers.</p> <p>Next week the Halloween Parade and the Kindergarten Enchanted Walk will take place.</p>

C. Education Director Update*: Update on educational activities and plans

Gavin reported that the Digital Media Literacy room is being updated with more modern equipment, including AV equipment. The equipment was purchased with technology grant funds from both the state and private grants.

D. Parent Cabinet Update*: Update on Parent Cabinet activities and 2015-16 PC approved budget

No report was given.

E. Report on Follow-up for Previous Board Items

No report was given.

F. Financial Report*: Review of September financial statements

Larry Tamayo reported on his update about Close the Gap pledges. The pledges are way below what is budgeted. The pledges are at about \$127,000 and the budget shows \$190,000, so there is a significant discrepancy. In addition, the collection is way down from this year last time. Last year at this time \$60,000 was collected, but this year only \$20,000 has been collected to date. There is only 50% participation vs. the usual of 75-80%. There are several potential reasons for this, including the new online enrollment system and a late “push” last year which led to families donating late in the year and so they are not ready to donate again.

Gavin and Larry recommend having the budget committee meet again to address the potential deficit. As of the first month of school, ADA was at over 97%, and there was ADA reported above budget. Gavin will arrange an administrative budget committee meeting prior to the next Council meeting.

7 BOARD DISCUSSION/ACTION ITEMS: Development and Journey School Foundation

A. Update on Development and Foundation Activities*: Report on Journey School Foundation activities and plans, including Harvest Faire initiative and update on meeting with JSF President at a future Council meeting

Journey School Foundation President TJ Coveyou will try to attend the December Council meeting. The JSF will be hosting a tour for potential donors prior to the Harvest Faire. The “Light our Journey” campaign will be started after the winter break, possibly using a crowd funding mechanism. The JSF has a CPA working with the school store on their accounting.

8 BOARD DISCUSSION/ACTION ITEMS: School Operations

A. Enrollment and Wait List Procedures*: Update on admissions software implementation, lottery process, and discussion of possible updates to policies and procedures.

Kris Reynolds reported that the software has improved the organizational aspect of enrollment,

	<p>and there is less concern about paperwork being tracked. Last year a significant investment in the set up was made, especially to tailor the software to fit the Journey model. There have been some additional costs involved in making custom changes to the software. The software allows online scheduling of the school tours. Gavin commented that the new online enrollment process has made the process more professional and structured.</p> <p>Gavin Keller reported on the pros and cons of changing the wait list procedures, the most compelling of which is that old wait lists result in a long time lag to fill empty seats, and when a seat comes open the wait list may end up exhausted because families are no longer interested.</p> <p>Mike Corbo recommended that legal counsel review the change because of how longstanding the current policy is and that some families could be negatively affected.</p> <p>B. Enrollment and Capacity Policy*: Discussion of past policies and recommendations for updated policies.</p> <p>Franci Sassin outlined the history of the two different policies, and that the intention now is to merge the two so that there is only one overall enrollment policy in place. Gavin reported on the clarification that the employee preference has been further defined to only include full time employees.</p>
9	<p>BOARD DISCUSSION/ACTION ITEMS: Board Development and Accountability</p> <p>A. Board Composition: Discussion regarding change to the total number of Council members, possible adoption of a Resolution to do so</p> <p>Mike Corbo will deliberate on a recommendation to bring to the next Council meeting regarding the number of Council members.</p>
10	<p>CLOSED SESSION: The meeting will now convene to closed session to discuss the matters described below:</p> <p>A. Pursuant to Government Code §54957.6: CONFERENCE WITH LABOR NEGOTIATORS: Update on negotiations, specifically MOU regarding minor change to duty free lunch language and timetable for 15-16 negotiations.</p> <p>Employee organization: Journey Teachers' Association/CTA/NEA</p> <p>Agency designated representative: Gavin Keller</p> <p>This item was tabled.</p>
11	<p>Adjournment</p> <p>The meeting was adjourned at 8 pm.</p>

**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.*