

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

**REGULAR MEETING MINUTES**

*Approved February 27, 2025*

**Thursday, January 25, 2024**

**6:00 p.m.**

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

**NOTE: Board members conducted the meeting in person at the Journey School campus and also live streamed the meeting via Zoom.**

	<b>AGENDA ITEM</b>
1	<p><b>Call to Order and Roll Call</b> - Amy called the meeting to order at 6:11 p.m. via Zoom. Amy submitted a request on January 22nd to attend the meeting via Zoom due to an illness. Amy stated that there are no adults in the room with her. Melissa made a motion to approve Amy's request. Margaret seconded the motion and it was unanimously approved.</p> <p>Amy Capelle, Council President - Present, participating via Zoom            Melissa Dahlin, Board Vice President - Present            Margaret Moodian, Council Secretary - Present            Jeannie Lee, Board Member - Present            Michael Allbee, Board Treasurer - Present</p>
2	<p><b>Inspirational Passage</b> Shelley shared the following passage by Johann Wolfgang Von Goethe : "I have come to the frightening conclusion that I am the decisive element. It is my personal approach that creates the climate. It is my daily mood that makes the weather. I possess tremendous power to make life miserable or joyous. I can be a tool of torture or an instrument of inspiration, I can humiliate or humor, hurt or heal. In all situations, it is my response that decides whether a crisis is escalated or de-escalated, and a person is humanized or de-humanized. If we treat people as they are, we make them worse. If we treat people as they ought to be, we help them become what they are capable of becoming."</p>
3	<p><b>Approval of Agenda*</b> Gavin noted the following change: There is no backup material for item 8A. Margaret made a motion to approve the agenda without backup documents for 8A. Jeannie seconded the motion and it was unanimously approved.</p>
4	<p><b>PUBLIC COMMENT:</b> Alicia Cordova attended the meeting via Zoom and submitted the following comments: Alicia thanked the members of the board for their work. She offered her support as a public voice and ear for the school. She asked for clarification of when the appropriate time to comment will be. Gavin asked if there</p>

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	<p>is a particular item that she would wish to address. She stated that there was not an item in particular at this time.</p>
<p>5</p>	<p><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></p> <p><b>A. Approval of Minutes*:</b> Minutes from the meeting held on December 18, 2023.</p> <p><b>B. School Accountability Report Card (SARC)*:</b> Ratify annual SARC, reporting on 2022-2023 school year, to be submitted to CDE and posted on the school website by February 1, 2024.</p> <p><b>C. Updates to 2023-24 Staffing Plan*:</b> Ratification of changes to the Staffing Plan to meet current needs.</p> <p>Margaret made a motion to approve the consent agenda items. Mike seconded the motion and it was approved by all.</p>
<p>6.</p>	<p><b>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</b></p> <p><b>A. Recap of Alliance for Public Waldorf Conference:</b> Shelley shared that teacher Kristi Kilcollins attended the conference, and Miss Hellene was a presenter on one of the Alliance panels. The theme of the conference was "Getting Back to Our Roots," with a focus on keeping the Waldorf flame alive in the public sector. Both teachers felt refreshed and renewed by the experience, and also felt proud of Journey's accomplishments. Amy Capelle attended part of the virtual conference. Next year's conference will be held in Los Angeles.</p> <p><b>B. Board Development and Strategic Planning*:</b> Shelley reviewed the working draft of our self-study completed by Journey staff in preparation for the Alliance for Public Waldorf Education accreditation review process. Faculty members studied each core principal in depth and provided input. Our 8th grade teachers will be working on gathering student feedback. PEDCO will be setting goals based on the study which they will then bring back to faculty. Three to five action goals will be set for the next seven years. Once accreditation is achieved, the Alliance will check in with the school every seven years.</p> <p>Mike asked how many public Waldorf accredited schools there are. Shelley stated only two or three, as this is a relatively new process. She shared that this process will help the board by clearly defining the school's needs and goals. <b>Board members are reminded to complete the survey shared by Shelley.</b> The survey will be used for Journey's internal process of completing the accreditation. Amy asked how the alumni survey data from 2023 can play a role in the process. Shelley and board members agreed that the data would be very helpful. Melissa suggested adapting alumni survey questions to fit the survey for the Alliance process. Jeannie noted that faculty needs to be reminded about the reason and purpose of questions they are being asked as part of the accreditation process.</p> <p><b>C. Calendar of Annual Board Topics*:</b> The board reviewed the content and timing of this guiding document to ensure the board visits required and necessary topics on an annual or regular basis. Amy proposed that we put a spotlight on a selected topic each month. Topics might include Charter</p>

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outcomes, achievement, social-emotional wellbeing, parent partnership, school safety, etc. This would help the board to ensure that at least one time per year they are discussing how we can support our students, faculty, and families better. Time would be dedicated at each meeting to discuss the monthly topic. Gavin considered that we may need to scale back some other updates to make sure that this doesn't increase the length of the council meetings, and that many topics are already covered by existing monthly updates. Amy suggested that Gavin and Shelley review the existing document to see which month be the logical time for each topic. Margaret asked if there might be an alternative way to approach this. Mike suggested selecting topics that are not already featured in other presentations throughout the year. Jeannie and Melissa suggested cross checking to make sure that all important topics are covered, every year. Melissa offered to assist Amy in working on this project. Gavin will also be involved in the process.

7 **INFORMATION ITEMS: Reports**

A. **Financial Update\***: Larry Tamayo from ExED shared a report on November and December financials and January Governor's Budget Proposal. Revenue is a little higher than expected which includes mental health funds coming directly to Journey. The interest in the school's investments is a little higher than expected, including funds in the County treasury and other investments. ADA has been slightly higher than budgeted, as well as unduplicated pupils, resulting in additional funds. We will have approximately 125 days of cash on hand by year end. Amy asked if funds invested are counted as cash. Larry stated that yes, those investments are considered cash since they are accessible.

The state is continuing to support TK and ELOP programs, although funding might be reduced. Next year there will be less revenue throughout the state, and higher expenses. Universal meals will continue indefinitely with increased funding. Prop 28 Arts and Music Grant will be implemented this year and will continue into the future.

From Larry's Budget Presentation: Journey School's deferred revenue includes ESSER III, ESSER III Learning Loss, and Expanded Learning Opportunity Grants expire 9/30/24; Educator Effectiveness, TK Planning Grants, and Arts, Music & Instructional Materials Discretionary Block Grant funds expire 6/30/26. Learning Recovery Block Grant funds expire 6/30/28 and more restrictions may be placed on these funds, such as requiring them to be used for students most impacted by learning loss. The Governor has stated that he does not predict a recession and that he expects revenue to increase.

Fortunately Journey has not spent the one-time funds and is not facing the fiscal cliff that other schools who have spent those funds are facing. Mike asked, what was the amount of the state's rainy day fund? Larry will research that.

**LCFF**: The Governor's Budget includes an estimated and fully funded cost-of-living adjustment (COLA) of 0.76% [originally 3.9%] for the Local Control Funding Formula (LCFF). However, to fully fund the LCFF, the Budget proposes withdrawing approximately \$2.8 billion from the Public School System Stabilization Account (PSSSA) in 2023-24, approximately \$2.2 billion in 2024-25, and using available reappropriation and reversion funding totaling \$38.6 million to support ongoing LCFF costs in 2024-25.

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B. **Faculty Update:** Jeannie shared an update on Faculty activities. Regarding illnesses in December, it hit our second grades particularly hard with many absences, as well as other classes. Now teachers are finishing up the first semester and finalizing grades. New student clubs will be starting for the second semester. 8th grade performed Alice in Wonderland as their class play. Both 7th grade classes are performing a "Living Renaissance" as their performance. 7th and 8th grade students are excited about the theater elective led by Erin O'Neil. They will be performing the musical *Matilda*. Capistrano Valley High School has invited our theater group to visit their theater workshop on February 15th. There was a discussion about the positive aspects of clubs including building relationships between grade levels in middle school. Gavin stated that we have funds to support club activities if needed.

C. **Parent Cabinet Update:** Cassie Kauwling shared an update on Parent Cabinet activities. At a recent PC meeting, Gavin reviewed the LCAP. Parents provided feedback about the LCAP, which Gavin noted. They shared ideas for improvement and also shared their gratitude to Journey's administration. Another topic discussed was how to manage lunch times to ensure that students eat their lunches. Gavin pointed out that supervision is provided so that students can take as much time as is needed to eat their lunches. Read-a-Thon happens in February which typically raises over \$20k. Discussion was had about Journey socks and how to make Journey School socks available for teachers and staff. PC's auction is scheduled for April and they have a great volunteer who is organizing the event. PC is purchasing plates, glasses, silverware and napkins to have on hand for events such as teacher appreciation. PC is also donating and selling white garments that parents can use for May Faire.

D. **Administrative Update:** Gavin shared a report as follows:

**Facilities:** Admin is working with CUSD to repair leaks after recent rains. The key fob entry gate will be activated soon. The gate will be unlocked during drop off and pick up.

**School Events:** January has seen class plays and overnight trips. Medieval Games will take place soon on campus in February for our 6th graders, as well as those from other Waldorf schools in the area.

**Student Achievement:** There was a productive discussion with faculty about ways to improve achievement on assessments. Data was shared with teachers to show detailed data for their students that can be used to help them to assist their students with specific needs. The data was generated using Multiple Measures.

**Mental Health:** Gavin expressed gratitude to our counseling team, Rachel and Cadence, who work tirelessly to support our students. Staff members who oversee the Hearth also support our students on a daily basis. Mental health needs are becoming apparent more than in previous years. The nature of the Waldorf inspired education also builds a strong relationship between teachers and students that supports students' mental health. Our program allows students to shine in a variety of areas, even if they struggle in some areas. Amy asked if parents are aware of how much support students are receiving. Gavin stated that our Care Streams and counselors are doing a very good job of communicating with parents and our team often collaborates with parents in determining how best to help students; Parent partnership plays a key role. Jeannie suggested sharing this insight through social media to help the community understand the depth of help that is given at Journey. The support of counselors and our Director of Student Services has reduced the amount of time that Gavin and Shelley spend attending IEP meetings. Margaret shared that she would love to see some of Journey's social emotional programs be implemented at district schools.

**Art of Teaching Plans for the Summer:** PEDCO has been developing a summer program for Journey School teachers, and teachers from other Waldorf schools. Gavin explained that Journey typically pays for our teachers to travel to other schools for summer training. This will be a cost savings for the school.

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8	<p><b>SCHOOL OPERATIONS: Discussion/Action</b></p> <p><b>A. Union Negotiations</b> - Journey Teacher Association shared that they do not wish to open any articles from the Collective Bargaining Agreement that they wish to renegotiate. This is why there were no backup materials for this item on the agenda.</p> <p><b>B. Renewal MOU and Charter Assurances Agreement with Capistrano Unified*</b> - Gavin reviewed the agreement with our authorizing agency regarding various requirements for Journey School. He noted that starting in February we will be required to submit an audio recording of our council meetings within 10 days of the meeting. The MOU refers to a list of assurances. Our revisions were accepted by CUSD as noted by the backup materials shared with board members.</p> <p>Mike made a motion to approve the Renewal MOU and Charter Assurances Agreement with Capistrano Unified School District. Melissa seconded the motion and it was unanimously approved.</p> <p><b>C. Comprehensive School Safety Plan*</b> - The board reviewed and discussed Journey School’s Comprehensive School Safety Plan, including updates to the plan as it relates to gun safety. Council discussed how often to message parents regarding the way to properly store firearms, and where would be the best place to obtain the verbiage for this type of message. There was a suggestion of sending the message out along with other safety messages, such as a pool safety message prior to summer. Amy suggested changing the word "proposes" to "strives" in the highlighted changes.</p> <p>Margaret made a motion to approve the changes as noted above to the Comprehensive School Safety Plan. Melissa seconded the motion and it was unanimously approved.</p> <p><b>D. Overnight Camping Trips*</b> - The board discussed overnight class trips including the financial implications of these trips for the school and parents, and reviewed the proposed plan for overnight field trips. Costs have been increasing around 10% per year, and scholarship requests have been increasing as well. Journey utilizes part of Parent Cabinet's annual donation for scholarships for overnight trips. The list of trips created by PEDCO will be a firm guiding document to provide classes with an understanding of which trip should be anticipated each year.</p> <p>Jeannie Lee left at the conclusion of open session. Margaret made a motion to move into closed session. Melissa seconded the motion and it was approved by all. The board entered closed session at 9:03 p.m.</p>
10	<p><b>Closed Session</b></p> <p><b>A. Pursuant to Government Code § 54957.6: Public Employee Compensation</b></p> <p><b>B. Pursuant to Government Code §54957.6: CONFERENCE WITH LABOR NEGOTIATORS: Update on the negotiations for 2023-24 CBA</b></p> <p><b>Employee organization:</b> Journey Teachers’ Association/CTA <b>Agency designated representative:</b> Gavin Keller</p>

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	<p style="text-align: center;"><b><i>RECONVENE TO OPEN SESSION:</i></b> <i>The meeting was reconvened to open session at 9:28 p.m.</i></p> <p><b><i>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION:</i></b> <i>The board did not take action in closed session.</i></p>
11	<b><i>Adjournment</i></b>

*Agenda publicly posted at Journey School on January 22, 2024.*

*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 indicated with an asterisk. Other items may also have back up materials provided.*