

*Journey School
A California Public Charter School*

October 30, 2014
REGULAR MEETING MINUTES
Approved December 4, 2014

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: Present
Warren Whiteaker, Council Treasurer: Present
Susan Toma-Berge, Council Secretary: Present
Jon Kaplan, Council Member: Absent
Kara McCann, Council Member: Absent
Lisa O'Neill: Parent Cabinet Member: Absent
Jill Murphy: Educational Trustee Member: Present, left at 8 pm.*

Administrative staff members present were Shaheer Faltas, Gavin Keller, Franci Sassin. Teacher Robin Davis was present.

AGENDA ITEM	
1	Call to Order, Roll Call and Review of Norms/Roles The meeting was called to order at 6:05 pm.
2	Inspirational Passage Sue Vaughn led an activity where the group read sections of an inspirational passage about the crucial role of teachers in education.
3	Approval of Agenda* NOTE: The order of the agenda may be changed without prior notice to the public. There was a request to move Item 10 B and C to follow Item 5, and move Item 11 A after Item 10 C. Also, there was a request to move Item 6F and 7A after Item 11A and after Larry Tamayo arrives. The remainder of the agenda could be in the order as stated. There was a motion to approve the agenda as amended, which was seconded and approved unanimously.

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. Staff member Robin Davis read a letter regarding a perceived disparity of proposing to fund new teachers' Waldorf training but the refusal to fund Hellene Brodsky-Blake's BTSA training. She is requesting the Council reconsider the decision regarding funding Hellene's training, whether for her Waldorf training or for her public school clear teaching credential.</p>
5	<p>CONSENT AGENDA ITEMS:</p> <p><i>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.</i></p> <ul style="list-style-type: none"> A. <i>Approval of Minutes*</i>: <i>Minutes from meetings of September 18, 2014.</i> B. <i>Updates to Staffing Plan*</i>: <i>Approval of changes to the staffing plan for 2014-15.</i> C. <i>Ratification of Agreement with Earthroots *</i>: <i>Approval of contract for Earthroots instructional services for EcoLiteracy program.</i> D. <i>Recurring Expenses for 14-15*</i>: <i>Approval of list of recurring, regular expenses that can be paid with one signature per fiscal policies.</i> E. <i>Updated Education Protection Account expenditures*</i>: <i>Approval of revised EPA expenditure plan for public posting.</i> F. <i>Updated Uniform Complaint Policy Annual Notice*</i>: <i>Approval of Annual UCP notice with year updated to 2014-15.</i> <p>Items B, C and D were moved to action items later in the agenda. There was a motion to approve Items A, E and F, as presented, which was seconded and approved unanimously.</p>
6	<p>INFORMATION ITEMS: Reports</p> <ul style="list-style-type: none"> A. <i>Administrative Update*</i>: <i>Report from School Director regarding: Update on charter renewal timeline and CUSD site visit(s), CELDT testing, "Educating the Whole Child" seminar,</i> <p>Gavin Keller presented highlights from his written report. He commented on the positive experience parents reported from having JS staff administer the CELDT tests this year as the testing is better aligned with the school's pedagogy. He reviewed the CUSD timeline recommended for charter renewal, and reported that the goal is to submit the charter renewal by the first week of January, starting the official legal timeline at the CUSD January meeting and anticipating a vote for renewal by March. He went over the input</p>

received from Assistant Superintendent Julie Hatchel from CUSD as to possible changes to the charter during renewal. She will also be returning in February for a follow up oversight/monitoring visit. The new CUSD Superintendent will be visiting the JS campus on Dec 8. Gavin reported on the very successful “Whole Child” seminar a few weeks ago, including positive feedback from both the attendees and presenters.

B. Education Director Update: Report from Education Director(s)

On behalf of the Connollys, Gavin Keller reported on the focused areas they are currently working on:

1. How does each teacher work with the guiding principles of Waldorf Education
2. How do teachers set high expectations for all students?
3. How are teachers monitoring student progress and adjusting their plans according to student needs?
4. How are teachers working on creating their own PD plans?

C. Faculty Update: Update on Faculty activities

Jill Murphy reported on the school work day, the upcoming Enchanted Walk for Kindergarteners and Halloween parade and assembly for grades 1-8.

D. Parent Cabinet Update*: Update on Parent Cabinet activities and incorporation efforts.

The Harvest Faire is coming up on Nov 8. Council members are encouraged to attend. Franci Sassin reported that the intention is for Parent Cabinet to begin the shift to using their own corporation for their fundraising efforts and that they are in the process of applying for their 501 c 3 with the IRS and the state. They are working with Administration regarding the transition of the current PC funds.

E. Report on Follow-up for Previous Board Items

There were no follow up items to report on.

F. Financial Report*: Review of August and Sept financials

Larry Tamayo projects currently a net positive income of about 10K for the year. The revenue and enrollment and ADA have been adjusted to match actuals. There are some Common Core funds left over to be spent, but the revenue was received last fiscal year. He does not anticipate any issues this year with the cash balance. Additional legal fees have been included in the forecast due to the current legal needs of the school. He noted that the facility grant funding will not be for a full 12 months because the 3 year grant does not formally start until the first payment has been received, and as of Oct 30 that has not yet been received.

7	<p>DISCUSSION/ACTION ITEMS:</p> <p>A. Revised Budget*: <i>Review and approval of revised budget for 2014-15 school year for first interim financial report, to include additional revenue sources.</i></p> <p>The administrative budget committee met once in early October but did not formulate a final recommendation for a revised budget. The current forecast as of September has changed significantly since June, but if the preliminary budget that was approved in June is submitted to CUSD in the first interim, that should not present a problem, per Larry Tamayo, for CUSD. The Council discussed the budgetary impact of several of the consent items that have fiscal implications if approved. At this time the budget is essentially “break even” so any additional expense with increased fiscal impact must be considered very carefully.</p> <p>The current forecast and the budget committee input was put together into a draft by Larry, which is closer to the expected 14-15 fiscal situation and has been presented to the Council as part of the financial packet. The “forecast” column now represents the best current estimate for a revised budget.</p> <p>There was a motion to approve the draft budget as presented, which was seconded and approved unanimously.</p> <p>The Council then considered the remaining CONSENT ITEMS that had been pulled for action:</p> <p>ITEM 5B:</p> <p>There was a discussion regarding the desired format of the staffing plan changes. The board treasurer requested that only items with NO budgetary impact be on consent this year, so if an item does appear there will be an assumption by the Council that there is NOT ANY budgetary impact.</p> <p>There was a motion to approve the changes to the staffing plan. There was a second. Mike Corbo abstained from the vote due to a possible financial conflict. The motion was approved unanimously.</p> <p>ITEMS C&D:</p> <p>There was a brief discussion of fiscal impact of these items and whether these items were already in the budget. Larry Tamayo confirmed that these items were in the budget already. There was a motion to approve Items 5 C & D, which was seconded and approved unanimously.</p>
8	<p>BOARD DISCUSSION/ACTION ITEMS: Board Development and Accountability</p> <p>A. Board Recruitment timeline*: <i>Discussion of board composition policy and timeline to recruit new board members to replace those who are not renewing their terms.</i></p> <p>There was a discussion regarding possible vacancies that may take place effective June, 2015,</p>

as well as the composition policy which should guide the recruitment process. Board President Mike Corbo will review the bylaws and work on forming the Nominating Committee to prepare for board recruitment. Board members have some possible candidates that they can bring forward. The Board agreed that having a transparent and wide spread recruiting effort would be healthy for the community and the perceptions of the Council and its processes.

B. Board Training opportunities*: Report on board training opportunities for 14-15

Various upcoming training opportunities for Council members were reviewed and Council members will consider their availability to attend. It is strongly recommended that all Council members who have not already done so take the online ethics training through FPPC.

C. Board background checks as part of Volunteer Policy: Consideration of approval of Tier 2 check on all board members to align with Volunteer Policy.

Council members agreed that they should follow the Volunteer Policy as Tier 2 volunteers for their Board positions. Gavin Keller will email the application to all Council members and Council members will fill out the forms and bring them back to the next meeting or send them back to Gavin.

9 **BOARD DISCUSSION/ACTION ITEMS: Development and Journey School Foundation**

A. Update on Development and Foundation Activities*: Report on Journey School Foundation activities, including grants, the JSF budget and JSF bylaws.

Shaheer Faltas will be sending a written update to the Council with details on current efforts.

B. Close the Gap update*: Update from Development on CTG progress and parameters.

Shaheer Faltas reported on the current pledges, collections and forecasts for this year's CTG. Janet Gates has been working with Cindy Barry on the CTG project and data analysis.

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

The Board convened into closed session at 6:15 pm to consider items B and C. Administrators Shaheer Faltas, Gavin Keller and Franci Sassin were invited into closed session based on their work in these matters. Larry Tamayo arrived at 6:40 pm and participated in Item C based on the need for his expertise in the matter. The board adjourned out of closed session at 6:55 pm.

The board adjourned back into closed session for Item A at 9:00 pm. Council member Jill Murphy had already left the meeting. Administrators Gavin Keller, Shaheer Faltas and Franci Sassin were invited into closed session based on their work in these matters.

	<p>A. Pursuant to Government Code §54957.6: CONFERENCE WITH LABOR NEGOTIATORS: <i>Update on negotiations</i></p> <p>Employee organization: <i>Journey Teachers’ Association/CTA/NEA</i></p> <p>Agency designated representative: <i>Colleen Patterson/Shahaer Faltas</i></p> <p>B. Pursuant to Government Code §54956.9: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION: <i>One unspecified case—disclosure of specific information would jeopardize pending negotiations.</i></p> <p>C. Pursuant to Government Code §54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS:</p> <p>Property address: <i>27102 Foxborough, Aliso Viejo, CA 92656</i></p> <p>Agency negotiators: <i>Shahaer Faltas and Franci Sassin</i></p> <p>Negotiating parties: <i>Capistrano Unified School District and Journey School</i></p> <p>Under negotiation: <i>Lease amendment for school campus for price and term of lease</i></p> <p>C. RECONVENE TO OPEN SESSION: <i>The meeting was reconvened to open session at: 6:55 p.m. and then again at 9:20 pm.</i></p> <p>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION <i>(includes the vote or abstention of every member present)</i></p> <p>There was no action taken in closed session.</p>
11	<p>DISCUSSION/ACTION ITEMS:</p> <p>A. Lease Amendment*: <i>Review and approval of proposed lease amendment from CUSD to extend lease for 5 additional years.</i></p> <p>The Council discussed the proposed amendment from CUSD to extend the lease for 5 years and legal counsel’s comments. There was a motion to authorize Administration to proceed with negotiations with CUSD in an expedited fashion to allow approval of a lease extension at the CUSD November board meeting, and to be sure to guarantee all Prop 39 rights in writing, and to address the proposed amendment language to be sure the facilities grant funding is not at risk, and to request inclusion of a 12 month “without cause” termination for JS. There was a second and the motion was unanimously approved.</p>
12	<p>Adjournment</p> <p>The meeting was adjourned at 9:25 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.*