

*Journey School
A California Public Charter School*

Thursday, May 26, 2022

REGULAR MEETING MINUTES

Approved June 15, 2022

6:00 p.m.

*At Journey School
27102 Foxborough
Aliso Viejo, CA 92656*

(949) 448-7232

www.journeyschool.net

***NOTE: This meeting was held in person on the Journey School campus.
Members of the public were able to attend in person.***

BOARD MEMBERS:

*Amy Capelle, Council President: Present
Melissa Dahlin, Council Vice President: Present
Margaret Moodian, Council Secretary: Present
Jeannie Lee, Board Member: Absent
VACANT, Board Treasurer*

ADVISORY POSITIONS:

*Alanna Hayde, Faculty Advisor: Present
Vivienne Benjamin, Parent Cabinet Advisor: Absent
Warren Whiteaker, Financial Advisor: Absent*

	AGENDA ITEM
1	<i>Call to Order and Roll Call</i> <i>The meeting was called to order at 6:07 pm.</i>

2	<p><i>Inspirational Passage</i></p> <p>Amy Capelle read a statement released by AWSNA regarding the school shooting in Texas that happened this week, as well as other similar incidents taking place in other places in the country, including a call to continue to work on solutions to reduce violence.</p>
3	<p><i>Approval of Agenda*</i></p> <p><i>NOTE: The order of the agenda may be changed without prior notice to the public.</i></p> <p>There was a motion to approve the agenda, which was seconded and approved unanimously.</p>
4	<p><i>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</i></p> <p>A. <i>Board Strategic Planning: Topics: Consideration of use of a facilitator.</i></p> <p>Amy Capelle reported that she was able to speak to Lisa Perrine about facilitating the Strategic Development process. She commented that it may be necessary to put a hold on the process or slow it down until there is more energy from staff and the community to engage in the process. The feedback from the facilitator was that the process can be lengthy, as much as two years. She is putting together a proposal to support the school and to prioritize certain areas. That proposal will be coming and can be reviewed at the next board meeting. Board members expressed appreciation that the process has been started, it will help for next steps, and that fall or winter would be a better time to be fully engaged, but that there can be some work done over the summer. There was a discussion about using collaborative technology tools and making sure there would not be any issues regarding the Brown Act if the board uses those (for example, Google Docs).</p> <p>B. <i>Board Member Recruitment: Update on potential board candidates and recruitment strategies.</i></p> <p>Amy Capelle has a potential board member, a parent, Mike Albee. He is the current JS Foundation Treasurer. He talked to Warren Whiteaker already about the board duties. He would be able to start at the August meeting. Melissa volunteered to represent the board for the Nominating Committee work. Alanna can represent faculty. Cassy Kawling will represent the parent community. The method will be for each to do a phone or video interview with the candidate, then the committee will meet to discuss the nomination. Amy Capelle will put together a set of interview questions. The candidate will provide some background or a resume for the Committee members. Lisa Murray is another Foundation member, who has a background in Marketing and may also be another candidate.</p> <p>C. <i>Board Meeting Location/Method of meeting*: Review of updated rules under AB 361 for meetings, including teleconference locations, and consideration of Resolution regarding the current State of Emergency per AB 361.</i></p> <p>Franci Sassin reviewed the options with the Board. The board wants to be sure the option to have teleconference meetings is available due to the recent increase in COVID cases.</p>

	<p>There was a motion to adopt Resolution 2021-22-5-1, which was seconded and approved unanimously .</p> <p>D. Executive Director evaluation cycle: Timing of next steps</p> <p>Amy Capelle reviewed the next steps in the process. Tonight there will be a closed session discussion and prior to the next meeting there will be a draft written evaluation prepared and the board will review that prior to meeting with Gavin.</p>
5	<p>PUBLIC COMMENT: Members of the public may contribute public comment. Reminder: See policy above for time guidelines.</p> <p>The board members received some written public comment prior to the meeting regarding parental requests to have a policy of optional masking.</p> <p>The following members of the public addressed the board:</p> <p>Teresa Risch, parent—She commented that maybe the school could hire someone to provide additional security and that if the parent community can assist with fundraising they are willing. She would like the Board to propose a mask-optional resolution to be proactive for the fall. She then gave the Board some arguments regarding the lack of effectiveness of masks and the potential harmful effects of masks on students and that the students should have the right to choose whether to wear a mask or not. She cited various laws that could be applicable to these conditions.</p> <p>Katie Vanderveen, parent—She expressed gratitude for how the school handled the various COVID issues, but also would like to have the school be proactive about a policy to have choice in masking at the school. She referenced various recent studies regarding the lack of effectiveness of masking and the potential harmful effects on children.</p> <p>Lorena Arnosio and Belen Arnosio—parent and former parent—one of their students had left the school because of the mandatory mask requirements. They are concerned that the mask mandate might return and their students would need to go back to homeschooling again.</p>
6	<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> <ul style="list-style-type: none"> A. Approval of Minutes*: Minutes from regular meeting April 28, 2022. B. Suicide Prevention Policy*: Annual review of changes to the policy C. Annual Charter School Information Survey*: Ratification of annual update to charter information for CDE D. Contract with ExED*: Approval of renewal of contract with ExED for financial services. E. Contract with OCDE for STRS/PERS reporting*: Approval of renewal of contract with OCDE for retirement reporting services.

	<p>There was a motion to approve the consent agenda items, which was seconded and approved unanimously.</p>
<p>7</p>	<p><i>INFORMATION ITEMS: Reports</i></p> <p>A. <i>Financial Update*</i>: <i>Report on April financials and May Revise</i></p> <p>Larry Tamayo presented an update on the state’s May Revise. He also reported that the final P2 ADA is confirmed and so the final LCFF funding is now projected in the financials. The school is ending strong with the attendance rates.</p> <p>The “hold harmless” funding proposal in the state budget may still be passed, and this would assist Journey for the 2021-22 school year. The ADA was higher for 2020-21 and so the funding to make up for this could be over \$600K. The school has a projected loss this year of about \$250K without this. There are no proposals for future “hold harmless” however, at least this one year is likely to pass. This may not be known until late June or even summer.</p> <p>The cash position is still healthy.</p> <p>The May revise proposal is to increase the base LCFF funding with a higher COLA adjustment. There may also be “one time” discretionary funds which would be targeted for specific things such as staffing and learning loss. It could be as much as \$1300-1500 per ADA. This would mean an additional \$600K.</p> <p>The ELO-P program might also be expanded and would provide additional funding for “unduplicated” students, which could be as much as an additional \$200K in funding.</p> <p>There are some expenditures which will also be going up, such as the STRS and PERS pension costs.</p> <p>The 2022-23 budget will be adopted at the June board meeting and will incorporate the needed changes based on the May revise and recommendations by the fiscal experts.</p> <p>B. <i>Faculty Update</i>: <i>Update on Faculty activities.</i></p> <p>Alanna Hayde presented a report from the faculty. She interviewed teachers today about how they are feeling at the end of the year. One important topic was school safety, although generally staff believe this school is safer than most. There are some additional measures that could be taken to implement the safety policies. There will be safety training for staff this summer. Faculty members expressed appreciation for the board and the support provided. Because there are so many end of year activities, there were some comments about how to prioritize or reconsider some of those and which are most important to the students. Faculty also provided input on various ways that the school could provide more support. The year-end field trips are happening now. There were many class plays put on this spring and the students all enjoyed that. Staff is preparing for Pride Month in June. There is interest in having more consistency in the approach of the school. There was a</p>

discussion about various strategies for dealing with parents who are either disengaged and/or not respecting the community norms regarding respectful communication.

C. **Parent Cabinet Update:** *Update on Parent Cabinet activities*

Amy Capelle read a Parent Cabinet updated provided ahead of time from Vivienne Benjamin. Harvest Faire date is set for early November and will have a paid coordinator for the first time. There is a greenhouse being built by the 3rd grade class in the Kindergarten yard. The master gardeners were on site with parents over the weekend.

D. **Administrative Update:** *Report from School Director, including update on CAASPP testing, enrollment, end of year events, summer professional development plans, overview of new charter renewal rules, etc.*

Gavin Keller provided a verbal update. He noted that it has been a difficult week due to the Texas school shooting. The campus is quite “open” and so it is a challenge to limit access. The school did have a safety training with the staff a number of years ago, along with an assessment of the security of the campus. There will be an active shooter training this summer for staff. The school does have a lot of adults on campus at all times and a lot of activity outdoors so there is rapid awareness of potential threats. Gavin commented that the phone system is outdated and he is meeting with some vendors for proposals.

He reported that the school is considering changing to a different insurance broker for next fiscal year, but the benefits program itself would likely stay very similar to current. Proposals will be brought forward to the board in June.

Marketing will be done to help fill spaces in the upper grades. There will be about 60 new families next year, and a new family orientation just took place. This includes the new students visiting with their future classmates.

Gavin reported that there is some concerns within the community about how politicized various areas of education have become in recent years and the staff is working on how to approach these concerns and find common ground and balance.

Gavin reviewed the different end of year activities such as the Reverse Rose ceremony for the 8th grade, and the 8th grade graduation.

The school has a very low opt out rate for CAASPP and should be able to meet the 95% participation rate expectation.

There is a group of teachers going to Denver and another group going to the Bay Area for summer training in person. These programs usually cost about \$1500 to \$2000 per teacher. Some teachers have to do online trainings but these are not as valuable, but are still useful

when needed. The school is considering developing its own program for these summer grade level trainings.

Franci Sassin reported on the new laws regarding charter renewals and the ways that charter schools will be put into various performance tracks based on the California School Dashboard results, and then will also need to provide “verifiable data” from specific sources in order to show academic progress.

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SCHOOL OPERATIONS: Discussion/Action

A. Local Control and Accountability Plan*: Review of draft LCAP and additional community input

Gavin Keller reviewed the LCAP goals, which he not planning to change for the upcoming LCAP. The Actions and Services are very similar to the current year. Some differences are to reduce the classroom support from Strategic Kids. A new action is to add a middle school honors program with the purchase of additional curriculum and resources, and possibly some additional staffing. The expenditures for these actions and services have not been added yet but will be based on the draft budget. This is an opportunity for board and community input into the LCAP update. Gavin reported that there was a good response to the parent survey which was used to get community input on the actions and services.

There was a discussion regarding the areas where additional teacher support could be increased. There is interest in identifying the things that can be added if additional funding comes in and areas that could be reduced if needed. This might be adding additional funds to existing actions and services, or possibly other expenditures that are not captured in the LCAP.

B. COVID 19 Response: Discussion and any necessary Actions related to response to COVID 19 public health situation, including relevant updates and/or purchases.

Gavin Keller reported that there has been no change in the CDPH or Orange County guidance. There has been an increase in the COVID cased in May.

There was a discussion regarding the position the school is in related to mask mandates, and the risks to the school to not follow the public health mandates. The various ways to communicate to the school community were discussed. The Board would like to continue to be consistent in the approach by following state and local public health guidelines for schools.

C. ELO-P Grant Plan*: Review and approval of ELO-P Plan, using state template, including funding and required program elements for this COVID related grant.

Gavin Keller reviewed the draft plan he has prepared. He reviewed the requirements of the plan and that there is a recommendation that schools partner with community organizations to implement these extended day programs so there are opportunities on campus from 8 am to 5

	<p>pm. Free access would be given to summer programs, before and after school care for low income or other “unduplicated” student groups. There should be sufficient funding to cover the costs for any of these students who want to participate. There will also be evaluation and data collection built into the program and plan. Sample schedules are included in the plan. There is an expectation currently that this funding will be ongoing and not “one time”. There is a wait list for the summer program, but if the additional funding comes in those students will likely be able to access the program.</p> <p>There was a motion to approve the ELO-P Grant Plan as presented, which was seconded and approved unanimously.</p>
9	<p>CLOSED SESSION: <i>The meeting will now convene to closed session to discuss the matters described below:</i></p> <p>The board adjourned into closed session at 8:50 pm. Franci Sassin was invited into closed session based on her work in the matter.</p> <p>1. Pursuant to Government Code §54957: Public Employee Performance Evaluation, Title: School Executive Director</p> <p>RECONVENE TO OPEN SESSION: <i>The meeting was reconvened to open session at: 9:15 p.m.</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 during closed session.</p>
10	<p>Adjournment</p> <p>The meeting adjourned at 9:20 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.***