

Journey School
A California Public Charter School

February 23, 2017
REGULAR MEETING MINUTES
Approved March 23, 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: Absent
Judy Levinsohn, Council Member: Present
Lisa O'Neill, Parent Cabinet Member: Present
Jill Murphy, Educational Trustee Member: Present
Julie Chiaverini, Council Member: Absent

Administrative consultant Franci Sassin was present in person, School Director Gavin Keller participated via phone. Larry Tamayo was present for his financial report.

	AGENDA ITEM
1	Call to Order, Roll Call and Review of Norms/Roles and The meeting was called to order at 6:10 pm.
2	Inspirational Passage Mike Corbo read a former Journey student's creative story from 14 years ago when the school first opened. That student is now about to graduate from college.
3	Approval of Agenda*

	<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>No members of the public were present. No written comments were 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>A. Approval of Minutes*: <i>Minutes from meeting of Jan 26, 2017.</i></p> <p>B. Second Interim Financial Report*: <i>Approval of the Second Interim Financial Report with the financial position and budget through January, 2017, due March 15.</i></p> <p>C. Consolidated Application*: <i>Ratification of the mid-year (winter) submission and certification of the Consolidated Application, which reports on the use of federal Title funds.</i></p> <p>It was noted that the board was approving the revised minutes from December as part of item 5A. There was a motion to approve the consent agenda items, which was seconded and approved unanimously.</p>
6	<p>INFORMATION ITEMS: Reports</p> <p>A. Faculty Update: <i>Update on Faculty activities.</i></p> <p>Medieval Games was hosted for 6th grade here for the So. Cal Waldorf schools recently. The 6th grade knighting ceremony is taking place tomorrow, tonight is the ‘silent’ preparation and reflection. 4th grade plays are also being performed this week and next. The Calendar of school events is very full. Pedagogical Council is setting up peer observations for teachers to go to other schools on March 10, when students have a holiday.</p> <p>B. Parent Cabinet Update: <i>Update on Parent Cabinet activities</i></p> <p><i>(Jill Murphy left the meeting for a time to attend to a school matter)</i></p> <p>Lisa O’Neill reported on this item. Parent Cabinet is prepping for the annual fundraising auction. Tickets will go on sale soon. The dedicated fundraising targets this year are for STEM enhancement to the curriculum, and also for Professional Development for literacy as well as the purchase of additional library materials.</p> <p>C. Administrative Update*: <i>Report from School Director ,including updates on AVCA MOU, lottery and enrollment for next year, literacy program, teacher search, student conduct, report</i></p>

from community meeting , etc.

Gavin Keller reported on this item. In addition to the information in the written update, he reported on the literacy enhancements and that the school has been looking at additional curriculum for reading skills. The program under consideration includes Professional Development for teachers. He commented on discussions taking place within the community about the possibility of putting in a “maker space” on campus if funds can be raised.

The annual Gallery Walk was conducted, Gavin noted that it is a very impressive thing to be able to ‘walk’ from K through 8th grade, especially for parents in the younger grades. The Community Meeting was held in coordination with Gallery Walk. Attendance was lower than in past years and seems to be declining each year, so the arrangement will be revisited before next year’s event. He reported on how appreciative the school is that three additional Master Gardeners are now working with the school, so there is a Master Gardener on campus 4 days a week now, and they are also helping with teacher and parent training.

The Aliso Veijo Community Association has a meeting coming up and all forms have been submitted, however, they requested additional insurance information and so the decision regarding Journey School use of the adjacent parks won’t be placed on the AVCA agenda until their April meeting.

D. *Financial Report: Review of January financials**

Larry Tamayo presented the January financial information. At P1 the ADA was above budget even though enrollment was lower than budgeted. The forecast shows around the same ADA as was budgeted. The school should end slightly in the positive this year, and has good reserves. The cash balance is healthy, which will help because of the proposed two week cash deferral from the state which is slated to take place this year.

The current state budget proposal is for a COLA increase only, no other increases in school funding. When tax revenues come in those will be reflected in the May revise. The LCFF funding targets are approximately 96% funded but will be flat next year. There was a note that the school does plan to incur some expenses for planning for the Prop 39 Clean Energy funds by June 30 so that will be included in the next forecast, pending approval of a vendor contract.

Larry will be working with Gavin on the draft budgets for next year over the coming weeks.

E. *Report on State’s new Accountability System and relationship to LCAP**

Franci Sassin presented a summary of the new accountability system and there were some questions from the board. The board commented that this complicated new system will be a challenge to roll

out to teachers and parents.

7 **SCHOOL OPERATIONS (Discussion/Action):**

(Jill Murphy returned to the meeting)

A. Proposal to use Prop 39 Energy Planning Funds*: Consideration of contractor and proposal to prepare Energy Plan for state approval, using Prop 39 planning funds.

Gavin presented his follow up from last meeting. The company he is recommending came highly recommended from the charter community. This group is a “one stop shop” who can do the entire extent of the projects. They are a general contractor as well as a planning group. Gavin did follow up on references from schools with completed projects. All the charters he contacted were very pleased with the service they received. He is recommending Alliance for the planning phase.

The board commented that they appear to be primarily a HVAC focused company. It was noted that the state requires that energy conservation projects should be done prior to energy generation projects (such as solar).

Additional comments included that the last sentence on the agreement needs to be clarified and if possible, delete the procurement language that references Ed. Code if it does not apply to Journey School. The board also wants to be sure the company has adequate insurance certificates in place for any time they are on campus. The board is interested also in what the contract language looks like for the actual projects if the school moved forward with them.

Gavin also commented that he has not yet heard back from CUSD regarding their approval of any projects. He will continue to try to get their input but once the planning is done we will have more information about what projects are recommended and can seek approval from CUSD prior to any actual projects.

There was a motion to delegate Gavin to enter into the planning agreement with Alliance (ASB), which was seconded and approved unanimously.

8 **BOARD DEVELOPMENT:**

A. Conflict of Interest and Form 700: Review of filing requirements and deadline for annual Form 700 online filing for board and staff members.

Franci Sassin reviewed the deadline and asked if board members had any questions. The documents provided to the board have the information needed to complete the filing.

B. Board attendance at school events: Review of upcoming school events and scheduling of board participation.

	<p>Board members are encouraged to attend the auction. Gavin will send around the class play schedule in case board members want to attend an evening. May Faire is coming up later in the spring. The 8th grade play should be interesting as the students voted to change the play from what the teacher had chosen originally. There is a lot of student involvement in putting on the 8th grade play this year.</p>
9	<p>CLOSED SESSION: <i>The meeting will now convene to closed session to discuss the matters described below:</i></p> <p>There was a motion to enter closed session, which was seconded and approved unanimously.</p> <p>The board entered into closed session at 7:45 pm. Franci Sassin was invited into closed session based on her work in the matters. Gavin Keller attended Item 9B, based on his work in that matter, while Jill Murphy left for Item 9B based on her role as a member of the JTA.</p> <p>A. Pursuant to Government Code §54957: Public Employment, Title: School Executive Director</p> <p>B. Pursuant to Government Code §54957.6: CONFERENCE WITH LABOR NEGOTIATORS: <i>Update on the start of negotiations for 2017-18</i></p> <p>Employee organization: <i>Journey Teachers' Association/CTA/NEA</i></p> <p>Agency designated representative: <i>Gavin Keller</i></p> <p>The board adjourned out of closed session at: 8:35 pm</p> <p>There was no action taken in closed session.</p>
10	<p>Adjournment</p> <p>The meeting was adjourned at 8:38 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.***