

Journey School
A California Public Charter School

February 27, 2020

REGULAR MEETING MINUTES
Approved March 26, 2020

6:00 p.m.

At Journey School
27102 Foxborough
Aliso Viejo, CA 92656
In the Journey School Office
(949) 448-7232
www.journeyschool.net

BOARD MEMBERS:

Anna Brown, Council President: Present
Julie Chiaverini, Council Vice President: Present, left at 7:34 pm.
VACANT, Council Treasurer
Richard Martin, Council Secretary: Present
Jeannie Lee, Educational Trustee Member: Present
Meggan Bunce, Parent Cabinet Member: Present, arrived at 6:38 pm.

Administrator Gavin Keller was present
Administrative consultants Franci Sassin and Larry Tamayo (for his items) were present
Administrator Amanda Simmons was present.

Notices: *Journey does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Please notify the office at (949) 448-7232 seventy-two (72) hours prior to the date of the meeting for disability accommodations necessary in order to participate. Per California Government Code section 54957.5(b), Journey shall make materials that are part of the regular agenda packet available in the office and/or on the school's web site www.journeyschool.net without delay and at the same time they are distributed to the Council.*

AGENDA ITEM	
1	Call to Order and Roll Call The meeting was called to order at 6:02 pm.
2	Inspirational Passage

	Richard Martin read a passage on the importance of fostering responsibility and decision making from “What to Look for in a Classroom” by Alfie Kohn
3	<p>Approval of Agenda*</p> <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: Reminder: Please fill-out a speaker card; see policy above for guidelines</p> <p>There were no members of the public who requested to speak.</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> <ul style="list-style-type: none"> A. Approval of Minutes*: Minutes from meeting of January 23, 2020. B. School Safety Plan*: Annual approval of updates to School Safety Plan. C. Second Interim Financial Report*: Approval of second interim financial report stating fiscal position through January, due March 15. D. Amended Tax Returns for tax years 2017 and 2018*: Approval to file amended returns to request refund for taxes paid for staff parking due to changes in the law. E. Consolidated Application*: Review and approval of 2019-20 Winter ConApp submissions regarding federal Title funds. <p>Item A was removed from the consent agenda. There was a motion to approve the remainder of the items on the consent agenda, which was seconded and approved unanimously.</p> <p>Discussion for ITEM A:</p> <p>Jeannie Lee requested to remove item A from the consent items. She asked about reference to “staff input”. Gavin Keller clarified that this referred to CUSD staff, not Journey staff. No changes were recommended. There was a motion to approve Item A, which was seconded and approved unanimously.</p> <p>There was a motion to approve consent agenda item A, the minutes, which was seconded and approved unanimously.</p>

INFORMATION ITEMS: Reports**A. Faculty Update:** *Update on Faculty activities.*

Jeannie Lee provided the Faculty update. She shared that there is an overall positive feeling on campus. She shared her observation of the public hearing for the charter renewal on 2/5, it was an amazing night and wishes that more community and staff could have attended to experience a wonderful evening. She shared similar sentiments for the Kim John Payne evening. She expressed thanks to Parent Cabinet for purchasing new chairs for the MPR, and setting aside funding for the purchase of a new stage. Jeannie saw the school production of *Charlotte's Web* at Journey School 3 of 4 nights with her son Christian, and applauds Erin O'Neill and her theatre program on a job well done. Jeannie invited Amanda Simmons to speak about Independent Study (IS).

Amanda Simmons reported about the successful IS program and shared about an annual survey that will go out to parents in the coming days to gain feedback from parents and make adjustments to the program. Amanda shared about brainstorming that the IS team has had regarding support for seat based families that choose not to vaccinate, and will therefore need to leave the seat based program, and their vision to create something that would be more in demand than what other schools are able to offer. Finally, Amanda mentioned that the seat based program lottery is on March 11, and nearly all of the IS population is in the lottery and this could pull from enrollment from the IS program should they get seats through the lottery.

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

Meggan Bunce gave the update. The Read-A-Thon raised more than \$20,000 this year! March 28 is the fundraising auction and tickets are on sale. Parent Cabinet is working on helping with good hygiene practices due to the potential for the COVID 19 infection. Gavin Keller plans to keep the community updated. The Breakfast with Buddies is going well. The primary motivation behind it is to allow additional socialization activities and to help promote students getting to class on time. Parent Cabinet is recruiting new members and also discussing the representation on the board.

C. Administrative Update*: *Report from School Director, including update on facilities, air quality and remediation efforts, CAASPP testing, professional development, certification training program, etc.*

Enrollment lottery is taking place soon and applications seem to be lower than at this point in time in past years. Mold remediation taking place in any classroom in need, but it is important to note that the air quality is fine for occupancy. It will take about a month to get through the remaining 3 classrooms, each of which takes about a week. The air scrubbers are working in all classrooms.

CAASPP testing will start in mid-April and will go through mid-June. It usually takes 7-8 days per grade level. Testing will be all online, and computer adaptive, and will include ELA, Math and

Science for 5th and 8th grade. There is an opt out process but the school is planning to meet with each family to discuss the implications and how the school might help with the testing process.

Approximately 20% of families in 7th grade have opted out of the instruction being offered under the California Health Youth Act. Instruction in 6th and 8th grade has not started yet. Students who have been opted out are able to have an alternative activity during the instructional time.

Another middle school “coffee talk” will take place soon with Gavin Keller and Shelley Kelly, which are especially designed to prepare families who are going to enter middle school.

The school’s 20th anniversary celebration took place on Feb. 12.

The summer Art of Teaching will be taking place at Golden Valley charter school this summer, some teachers will be going to Denver and others will be going to the Chicago conference, which includes some training opportunities.

Kim John Payne was on campus in February. Shelley Kelley attended a restorative justice seminar and will be conducting staff training to bring additional practices to Journey. She was able to share best practices that Journey is doing as well.

The structure of the teacher certification program is continuing the develop. This first year would be only offered to Journey School teachers, funded through Parent Cabinet and supported by the Foundation. It is being planned for early August.

Gavin met with the director of The Ecology Center in San Juan Capistrano. They are hosting some homeschooled Waldorf students in grades K-8, using two experienced Waldorf teachers. There may also be opportunities to bring more organic produce to Journey’s meal program.

Staffing plans are being developed now so that any recruitment can start.

The CCSA conference is coming up March 17-19. If Board members are interested there are registrations available. From the Board, Richard is interested, as well as Jeannie. Julie may be able to go on Thursday. Anna is interested if there are spaces left over.

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

Larry Tamayo noted that any Journey school attendees at the CCSA conference are invited to a reception put on by ExED on April 17. He reviewed the January financials. ADA has decreased the past couple of months. There has been a drop in enrollment, but attendance is still relatively high. The projection is that P2 may be below the amount budgeted. This will result in lower LCFF revenue but the fundraising/donation funds are higher than budgeted. One area of savings is the food program, because the costs are lower in year one than what was originally budgeted. Cash flow has been helped by an increased portion of LCFF from local property tax this year. The budget for next

	<p>year will be planned based on the January proposal, but it is hoped that based on the strong state economy, that there may be additional revenue available by the time the budget is adopted.</p>
7	<p>AUDIT RELATED ITEMS for Discussion/Action</p> <p>A. Audit Engagement Proposal for 2019-20*: Review and approval of audit engagement and proposal for 2019-20 fiscal year from Clifton, Larson, Allen by the Audit Committee, a Committee of the entire board.</p> <p>The partner on the audit will continue to be Derrick DeBruyne, and the fees are only increasing modestly. There are reasons to consider proposals from other firms at some point, but the school has had a very positive and long standing relationship with this firm and the partner rotates every 6 years.</p> <p>There was a motion to approve the audit proposal, which was seconded and approved unanimously.</p>
8	<p>SCHOOL OPERATIONS (Discussion/Action):</p> <p>A. Charter Renewal Update*: Update on renewal timeline and steps, including CUSD action on admission preferences.</p> <p>Gavin Keller reported about the presentation given at the public hearing for charter renewal. On February 19 there was a public hearing regarding the admissions preferences, and the CUSD board approved the staff recommendation to modify the preferences that were submitted. The vote is scheduled to take place on March 18. The school expects to receive more information about the staff recommendations prior to the meeting.</p> <p>B. Facilities Use Agreement*: Review of CUSD offer for Foxborough location for long term lease and alternative agreement in lieu of Prop 39.</p> <p>This item was tabled.</p> <p>C. Measure I Update*: Information regarding CUSD Facility Bond measure and impact on Foxborough campus</p> <p>Gavin Keller reminded the board that the primary projects that Journey School would be able to do if the bond measure is successful would be roof repair and HVAC. It could be over a million dollars in facility repairs potentially. The Parent Cabinet hosted an informational presentation on the bond and CUSD provided some information material to Journey School.</p> <p>D. Re-openers for JS-CTA Collective Bargaining for 2020-21*: Sunshine of any re-openers for teachers' union contract.</p> <p>Gavin Keller presented the re-openers that Journey School is presenting and today Gavin</p>

	<p>received a document from JTA about their re-openers. Both sides are planning to open the same two Articles: Article 5- Work Year and Hours of Employment, and Article 21- Benefits. This is an informational item to begin the bargaining process.</p>
9	<p>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</p> <p>A. Council Officer: Consider nomination for Council Treasurer</p> <p>There was a discussion about the options of leaving the position open vs. trying to find a replacement. The council was interested in waiting until June if possible so that it will be more clear who will be continuing and if there will be any new Council members. There was no action taken.</p> <p>B. Council Positions: Discussion of Council positions and composition for 2020</p> <p>There are recent changes to the board, which now has 5 members. There is still a period where the old bylaws are in effect, which will last until after the charter renewal. As part of the charter renewal, when there will be a review and approval by CUSD of the changes to the bylaws, after which they can to in to effect.</p> <p>C. Conflict of Interest: Reminder about upcoming deadline to file annual Form 700s online</p> <p>The board reviewed the filing process and who still needs to file by the April 1 deadline.</p>
10	<p>Adjournment</p> <p>The meeting was adjourned at 7:50 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.*