

Journey School
A California Public Charter School

July 23, 2020

REGULAR MEETING MINUTES

Approved August 27, 2020

6:00 p.m.

Via Zoom (including call in to Zoom Teleconference)

This meeting is noticed and will be held in accordance with the guidelines and flexibility from the Governor's Executive Orders N-25-20 and N-29-20, due to a statewide public health emergency.

www.journeyschool.net

NOTE: Board members will be conducting the meeting via Zoom and Zoom teleconference. Members of the public wishing to participate were able to participate in the Zoom meeting by calling in to the Zoom teleconference number listed on the agenda, and in accordance with the guidelines for public comment opportunities.

MEETING ATTENDANCE:

BOARD MEMBERS:

Anna Brown, Council President: PRESENT
Julie Chiaverini, Council Vice President: PRESENT
Amy Capelle, Council Treasurer: PRESENT
Richard Martin, Council Secretary: PRESENT
Jeannie Lee, Board Member: PRESENT

Administrators Gavin Keller and Shelley Kelly were present. Administrative Consultant Franci Sassin was present.

AGENDA ITEM	
1	Call to Order and Roll Call

	<i>The meeting was called to order at 6:10 pm. Participants were able to hear each other.</i>
2	<p><i>Inspirational Passage</i></p> <p>Anna Brown told an inspirational story about choosing happiness and about “banking” great memories and seeking the will to find the good in each moment.</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 by roll call vote.</p>
4	<p><i>PUBLIC COMMENT: Members of the public may contribute public comment via Zoom teleconference. Reminder: See policy above for time guidelines</i></p> <p>There were no members of the public present and no public comment 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> <ul style="list-style-type: none"> A. Approval of Minutes*: Minutes from regular Meeting of June 24, 2020 and Special Meeting of June 30, 2020. B. Renewal of contract with School Mint*: Approval to renew contract for enrollment and lottery software; the current vendor School Choice was purchased by School Mint. C. COVID 19 School Closure Form*: Ratification of new state required form certifying days of school closure. D. Recurring regular expenses*: Approval of list of recurring vendors for payment in 2020-21 in accordance with fiscal policies. E. Eathroots Contract*: Approval of renewal of contract for 20-21 with Earthroots for EcoLiteracy program. F. School Staffing Plan 2020-21*: Updates for the Staffing Plan. G. Consolidated Application 2020-21*: Approval of ConApp for federal funding and reporting, including application for funding. <p>ITEM 5E was removed from the consent agenda by request.</p> <p>There was a motion to approve the remainder of the consent agenda items, which was seconded and approved unanimously by a roll call vote.</p> <p>For Item 5E: Amy Capelle asked if the contract only covers the curriculum or is there on site teaching if the school goes back to in person learning as some point. She also asked if anyl synchronous or recorded</p>

teaching would be provided. Gavin Keller responded that the contract is only for remote learning so if the school does come back in person, that aspect will need to be negotiated or added on as an additional services. However, he noted that it may be a while before outside vendors can come back to campus. The services will be similar to what was provided in distance learning from spring, including some recorded tutorials and virtual "tours". There will be no synchronous teaching because of scheduling, as well as the fact that it was not felt that there was interest from teachers, since so many students have a lot of synchronous screen time that they have to do already. The contract also includes materials as well. Lessons include new content and unique experiences, especially OUTDOOR activities with a guided video to get them going, but then the students must do real life outdoor experiences. In addition, the prepackaged lessons will be available since Journey will have a license for the curriculum. The curriculum will be sequential and will build on each lesson, so it being designed so that when next year comes up the students will not have as many gaps in this part of the program. Grades K-5 is being developed, but the materials can be used/adapted to different grade levels if desired. There was a discussion about whether lessons will meet state standards. It is not designed for that now, although it may be later, so it is intended to be elective content, but often the content is integrated or used as a basis for lessons in other core subjects. The recommendation is that the lessons are assigned this year, rather than just made available for students.

There was a motion to approve Item 5E, which is seconded and approved unanimously by roll call vote.

6 INFORMATION ITEMS: Reports

A. Faculty Update: Update on Faculty activities.

Jeannie Lee reported that faculty has experienced some family losses and other personal issues over the summer. There were some socially distanced celebrations to honor this, as well as other events. Teachers seem to be continuing to have a positive attitude but are experiencing stress, as is everyone.

B. Parent Cabinet Update: Update on Parent Cabinet activities

Amy Capelle reported. She talked to Parent Cabinet President Cassie Kauwling recently and there is not anything to report at this time on the financial situation, but they do have funds in the bank that might be used when needed by the school. No new parent volunteers have come forward for the advisory position to the Council, but they do have additional volunteers for other open positions. PC has asked to have a representative from their executive team to participate on the Race and Culture Committee.

C. Administrative Update: Report from School Director, including update on PPE, COVID school closure form, sink installation update, school fogger disinfection system, enrollment update, Learning Loss Mitigation funding and budget update, etc

Gavin Keller reported it has been busy with hiring and planning. A custodial support position (Campus Steward) role has been filled and this is a great opportunity that the school has been trying to accomplish

for a long time and this new hire is an excellent fit for this position. The school nurse/receptionist position will also be a great benefit especially in the COVID era. They will be offering a position to someone next week. They are still looking for strings teacher who must have a music credential. Several assistant positions are also open. There may be resignations if in person operations resume, so the school will have to fill those if that happens. Larry Tamayo will prepare more info on the state funding deferrals at the next meeting, as well as presenting the year end financials. There is an application for Learning Loss Mitigation Funding coming up, but the amount is most likely going to be less than originally anticipated. The school received PPE from state via OCDE. Gavin explained the COVID school closure form. The order for the sinks was placed and they are backordered but still expected to arrive in mid-August. One fogger was purchased and is working well, so the rest have been ordered now. It is a very effective, green, safe method. Enrollment is steady at the moment but administration has closed classes except for siblings or internal transfer of students, if there are spaces. The school most likely won't be funded for growth and it is difficult to orient a new family during distance learning, but this decision will be revisited if there is attrition. There are about 20 new families entering through K. Applications are being taken on first come first serve basis to go on the end of the wait list. Journey's response to addressing systemic racism includes the Race & Culture committee, made up of a variety of stakeholders. The Committee is tasked with several different efforts. It will meet August 3 for an initial organizational meeting. The Alliance for Public Waldorf Schools also has initiatives starting on this issue. Gavin updated the group on the PPP loan.

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

A. ***School Re-opening****: *Update on school reopening plans for Fall 2020.*

Gavin Keller reported on the significant changes made since this was first approved. The state has dictated that all schools in OC open school with distance learning. There is a waiver available for a school to apply, but it is unlikely that Journey would be approved, because there has to be extenuating circumstances. Waivers are granted by the county health department. Gavin provided an overview of the remote learning plans and explained how this is differentiated from distance learning from the spring. Student accountability and consistency will be key elements, in addition to compliance with the state's requirements. The school must track participation and will have a plan to re-engage students when necessary. There will be additional work on providing access to the technology needed for remote learning. A Learning Continuity and Attendance Plan will be presented for public hearing in August. Gavin is still researching the instructional minutes and child care requirements.

Shelly Kelly provided an overview of the remote learning program and the expectations of students and teachers, including Learning Contracts.

There was a discussion on communicating and engaging parents.

Gavin reviewed the proposed changes to the reopening plan regarding return to campus, such as reducing the number of days and time on campus in the hybrid model. Parents will be surveyed again after these options are finalized.

The board expressed their satisfaction with the level of detail in the planning, as well as the level of communication with all stakeholders happening under Gavin's direction.

There was a motion to approve the modified reopening plan and to direct the school to follow the guidelines of the state and local health agencies regarding school reopening. The motion was seconded and approved unanimously by roll call.

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

Gavin Keller reviewed the recommended purchases to support both remote learning as well as school reopening plans. Regarding the Chromebook purchase, this number is probably conservative and based on survey results more may need to be purchased. The school would have enough devices for students in grades 5-8 while on campus. There was a discussion regarding access to internet and various options as well as the potential funding sources for these Chromebooks.

There was a motion to approve purchase of 60, Chromebooks, which was seconded and approved unanimously by roll call vote.

Gavin reviewed the proposed purchase of event tents to use for hybrid learning. They would be used to do creative outdoor classroom spaces. The Board discussed some aspects such as safety and insurance and FUA requirements.

No action was taken regarding the event tents, and the board directed Gavin to report back on this topic in August.

C. MOU for Waldorf Certification program*: *Review of Memorandum of Understanding for teachers to participate in school funded Waldorf training program*

This MOU was based on the previous MOU used in the past, but modified for Journey's new program. Because it is not a third party tuition payment, and due to the current Collective Bargaining Agreement, a lot of the language needed to be changed, but it does ask for a commitment to the program in exchange for the training. The proposal is as strong as legal counsel recommended. He noted that aside from materials, the cost of running the program is fixed, so increasing participation will benefit all parties. Specialty teachers are also participating.

There was a motion to approve the MOU which was seconded and approved unanimously by roll call vote.

8	<p>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</p> <p>A. Regular Meeting Schedule*: <i>Assignment of inspirational passage for the regular board meetings for 2020-21 school year.</i></p> <p>The Board engaged in a discussion of the annual board retreat, and decided to postpone it for now , but when things are more stable for the community, they would like to be able to have a legal presentation and a social event as well.</p> <p>The Board selected which month each board member would present the inspirational passage at the beginning of the meeting.</p> <p>Board expressed interest in creating shared Google drive folder(s) with board resources and to share articles, etc.</p> <p>B. Board Officers*: <i>Review of Officer positions, with changes to officers as needed.</i></p> <p>The Board decided to leave the officers as they are, and to revisit this topic in December when Julie is leaving the board.</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 adjourn into closed session at 8:35, which was seconded and approved unanimously by roll call vote. Gavin Keller and Franci Sassin were invited into closed session based on their work in the matter. All participants confirmed that they were in a private location and/or using headphones.</p> <p>1. Pursuant to Government Code §54956.9: Anticipated Litigation: <i>Number of cases: 1</i></p> <p>RECONVENE TO OPEN SESSION: <i>The meeting was reconvened to open session at: 9:40 p.m.</i></p> <p>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION <i>(includes the vote or abstention of every member present)</i> There was no action taken in closed session.</p>
10	<p>Adjournment</p> <p>The meeting was adjourned at 9:40 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.*