

*Journey School
A California Public Charter School*

March 27, 2014
REGULAR MEETING MINUTES
Approved April 24, 2014

6:00 p.m.

*At Journey School
27102 Foxborough
Aliso Viejo, CA 92656
In the **Journey School Office**
And by teleconference at posted locations
(949) 448-7232
www.journeyschool.net*

*Michael Corbo, Council President: Present
Sue Vaughn, Council Vice-President: Absent
Warren Whiteaker, Council Treasurer: Present
Susan Toma-Berge, Council Secretary: Absent
Jon Kaplan, Council Member: Present by phone at a location posted
Kara McCann, Council Member: Present, arrived at 6:20 pm
Lisa O'Neill: Parent Cabinet Member: Present
Jill Murphy: Educational Trustee Member: Present*

*Staff members present were Shaheer Faltas, Gavin Keller, Franci Sassin & Larry Tamayo
Community Members present: Robin Davis and Russell Skibsted*

	AGENDA ITEM
1	Call to Order, Roll Call and Review of Norms/Roles The meeting was called to order at 6:07 p.m.
2	Inspirational Passage Mike Corbo read several selected quotes about leadership.
3	Approval of Agenda* NOTE: The order of the agenda may be changed without prior notice to the public.

	<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 and no comments were submitted.</p>
5	<p>CONSENT AGENDA ITEMS:</p> <p>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 meetings of February 27, 2014.</i></p> <p>B. 2012-13 School Accountability Report Card*: <i>Ratify SARC posted to CDE website by Feb 1, 2014 deadline.</i></p> <p>C. Journey School-Journey Teachers' Association Joint Communique*: <i>Ratification of agreement on salary increase for 2013-14 for bargaining unit members.</i></p> <p>A motion was made to approve the consent agenda items, which was seconded and approved unanimously.</p>
6	<p>INFORMATION ITEMS: Reports</p> <p>A. Financial Report*: <i>Review of February financials, update on LCFF and LCAP</i></p> <p>Larry reviewed the financial report. He noted that the ADA is somewhat below budget, by about 5 to 6 ADA, which will impact the budget. He alerted the board that as of now, it looks like the school will end the red approximately 75K, and he feels that this is a very accurate forecast as he reviewed the expenses forecasted for the rest of the year with Administration very carefully, and there will not be much change in the revenue at this point in the year. The overall amount in LCFF funds is an estimate because this amount won't be known until July. The JSF may be able to send some additional revenue in the forms of grants or donations. In particular, the JSF may be able to assist with the lease payments this year and possibly in the next 1 or 2 years. The Close the Gap donations are looking better than in past months but it still won't make up the difference.</p> <p>B. Administrative Update*: <i>Summary of Leadership tasks to be accomplished prior to start of 2014-15, plus update on 2014-15 hiring decisions, and lottery held on March 13.</i></p> <p>Council members asked what caused the improvement in traffic flow, and Gavin responded that was mostly due to Sara Beebe's increased presence. The Council discussed the list of leadership tasks and the proposed timeline and the number of tasks. There was a brief discussion on the Smarter Balanced Field Test. The Council asked about the status of hiring for new teachers for 2014-15. Shaheer updated the Council on the enrollment status, with</p>

131 students on the waiting list for grades 1-8, and 195 on the waiting list for Kindergarten. There are 26 siblings entering Kindergarten. All classes are considered full at this time. There were 17 new students entering Junior Kindergarten from the lottery, and all other classes were only drawn for spaces on the waiting list. The Council asked about the possibility of adding additional students/classes from the waiting list and asked Administration to bring back additional information about the fiscal and programmatic impact of this at a future meeting.

C. Faculty Update: Update on Faculty and school activities

Jill Murphy reported on three exciting events this week at Journey:

1. The 6th grade class is participating in a “knighting” process, aligned with the curriculum, that has been unfolding over several months and which required community service, courtesy, courage, self-reflection, etc.
2. Gallery Walk took place last night. Everything was set up beautifully. One thing highlighted was the community service that the 6th grade has been doing. There was also an alumni panel. Students were able to walk through the Gallery today.
3. There was a school work day last weekend, with an excellent turn out, possibly as many as half the families, all ages helping. Many projects were worked on.

Shaheer reported that Shelly Kelly, the 6th grade teacher, was awarded an “Earth Month Hero” award by the Wyland Foundation. He also reported on comments from the alumni panel and that the school will continue to work with the community on the best way to talk about the school.

D. Parent Cabinet Update*: Update on Parent Cabinet activities and results of Auction, planning for needed transition of PC accounts.

Parent Cabinet meeting is next week, the auction results are still being calculated and Lisa can report back on the total at the next meeting, as well as what worked well what didn't.

E. Report on Follow-up for Previous Board Items

Shaheer reported that he will try to follow up with the Ladera Elementary School regarding their nut policy before the next board meeting.

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DISCUSSION/ACTION ITEMS:

A. Journey School Nut Policy*: Consideration of update to school Nut Policy to create a Nut free campus.

Russell Skibsted had submitted a letter via email and there was also a letter submitted by Kerry Townley-Smith via email.

Russell Skibsted addressed the Council. He noted that his son and another student are now

in a “nut free” classroom and it is not working well enough. He reported multiple incidents of exposure over just the last year and that the current policy is therefore risky.

The Council asked for the faculty input. Jill Murphy reported that faculty is divided and she is still collecting the anonymous results and will let the Council know prior to the next Council meeting. Shaheer will be adding the information to the Thursday “Know” newsletter as well as his “Coffee with the Administrator”. The Council expressed that the community needs very clear and specific information and also needs to know how to get their input to the Council through a specific channel. If there are questions from the community regarding how the implementation will be done, or the actual procedures, then those will be directed to Administration. Lisa O’Neill reported that Parent Cabinet discussed and debated the issue and most of the questions were regarding the implementation of such a policy. The Council had several follow up items given to Administration to be done prior to the April meeting.

B. 2014-15 Staffing Plan*: Review of draft staffing plan for 2014-15

Council reviewed the draft staffing plan with Administration which will be used to inform the 14-15 budget and hiring.

C. Charter Renewal Planning: Discussion of items needed for charter renewal in 2014-15, including CUSD’s renewal this year for 3 other charters.

Franci Sassin reported that CUSD is implementing policies that will incorporate some standard language for all their charters. The language has been arrived at for the charters currently in renewal, and was agreed upon after lengthy negotiations but ultimately in compromise with the charters.

D. Local Control Accountability Plan*: Update on LCAP process and timeline, with due date of June 30 for initial LCAP submission

Larry Tamayo reported on the LCAP process and timelines and alerted the Council about the importance of the plan as it relates to the school budget adoption. He reported that the accountability for the plan is raised now, related to the need to meet the goals in the plan. Shaheer reported that Administration is starting to work on it and hopes to have a draft in April. Shaheer asked the Council for suggestions on soliciting the community input. Several ideas for community engagement were discussed.

8 DISCUSSION/ACTION ITEMS: Board Development

A. Board Training Opportunity*: Upcoming free board training offered by Procopio with CCSA

Board members or staff members who are interested need to contact Mike and Franci to get signed up. It is highly recommended that any board or staff member who have not gone to this type of training should attend.

B. Board Succession Planning*: Review of board terms and discussion of

renewals and/or recruitment.

The board members who have terms expiring are all committed to returning for another term. The Parent Cabinet and Faculty will need to re-nominate their candidates for the 14-15 school year prior to the August board meeting. The board does not expect to have any vacancies based on this current information.

C. Board attendance at school events: *Invitation to Gallery Walk and dinner, plus review of upcoming events and board attendance or representation (if needed).*

April 30 is May Faire, June 4 week is 8th grade projects, and 8th grade graduation is scheduled for June 14, tentatively.

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

A. Update on Foundation Activities: *Report on Journey School Foundation activities*

Franci Sassin reviewed the document prepared by JSF for various facility funding options and the purpose of it. JSF will be distributing a version of this out to potential facilities partners in the coming weeks. The document distributed is a draft but Council should be aware of this initiative.

B. Transition of Parent Cabinet accounts: *Discussion of moving Parent Cabinet accounts under JSF corporation/501 (c) (3) and support from JSF for transition*

Lisa O'Neill reported on the history of this discussion and the various options over the past few years. Parent Cabinet has only had some initial discussions of this and has questions about the implementation. One important one is whether the autonomy of how to allocate the funds raised will remain. The next step would be to have a meeting of key stakeholders to discuss the logistics of the transition. One point to consider is the general mission of the JSF as an organization to do capital fundraising, while Parent Cabinet is a more of an organization for operational fundraising.

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

The Council adjourned into closed session at 8:45 pm. Based on their work in the matter, Gavin Keller, Shaheer Faltas and Franci Sassin were invited into the closed Session. Board member Jill Murphy left closed session for Item A based on her status as a member of the bargaining unit.

A. Pursuant to Government Code §54957.6: CONFERENCE WITH LABOR NEGOTIATORS: *Update on negotiations*

Employee organization: *Journey Teachers' Association/CTA/NEA*

	<p>Agency designated representative: Colleen Patterson</p> <p>B. Pursuant to Government Code §54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Property: 27102 Foxborough, Aliso Viejo, CA 92656</p> <p>Agency negotiators: Shaheer Faltas, Franci Sassin</p> <p>Negotiating parties: Capistrano Unified School District and Journey School</p> <p>Under negotiation: Lease terms for 2014-15</p> <p>C. RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at: 10:10 p.m.</p> <p>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present)</p> <p>No action was taken in closed session.</p>
11	<p>A. Journey School Lease Amendment: Consideration of proposed lease amendment for 2014-15 school year.</p> <p>The Board directed Administration to meet with District representatives in a face to face meeting so that the District has a full understanding of the school's growth plans and the full impact of the request for a lease amendment. Following that meeting, if a mutually agreeable amendment is brought forward, the board is willing to call a special meeting if needed to approve the amendment.</p>
12	<p>Adjournment</p> <p>The meeting was adjourned at 10:15 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.***