

Journey School
A California Public Charter School

March 28, 2019

REGULAR MEETING MINUTES

Approved April 25, 2019

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
Jessica Monroe, Council Treasurer – Present
John Holland, Council Secretary – Present
Judy Levinsohn, Council Member – Present
Jeannie Lee, Educational Trustee Member – Present
VACANT, Parent Cabinet Member – N/A
Lorraine Donovan, Council Member – Present
Richard Martin, Council Member (to be sworn in) – Present

Administrator Gavin Keller was present. Financial consultant Larry Tamayo was present for his items on the agenda. Teachers Laura Bujjoni, Amanda Simmons and Kelly Larson were present.

AGENDA ITEM	
1	Call to Order and Roll Call The meeting was called to order at 6:02 pm.
2	Inspirational Passage Council member Jessica Monroe shared 3 “Waldorf” quotes: A Goal of Waldorf Education The heart of the Waldorf method is that education is an art-it must speak to the child's experience. To educate the

	<p>whole child, his heart and his will must be reached, as well as the mind.</p> <p>A Challenge: Where is the book in which the teacher can read about what teaching is? The children themselves are this book. We should not learn to teach out of any book other than the one lying open before us and consisting of the children themselves.</p> <p>A Solution: Reverence, enthusiasm, and a sense of guardianship, these three are actually the panacea, the magical remedy, in the soul of the educator and teacher.</p>
3	<p><i>Oath of Office*</i> for new board member</p> <p>Richard Martin agreed to the Oath of signed it.</p>
4	<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>
5	<p><i>PUBLIC COMMENT: Reminder: Please fill-out a speaker card; see policy above for guidelines</i></p> <p>Applicant parent ERIN BRIGHT shared that she and her husband, Ken Brigh, feel that our lottery in kindergarten is discriminatory and biased, specifically Junior Kindergarten in that it allows only those children born in ½ the year to apply. The bias then continues further in that when children land a seat in JK, their older siblings move into a sibling waitlist for the grades that they are applying. Erin shared that she and her husband previously met with Gavin Keller and they love everything that they have seen and learned about Journey, except the enrollment guidelines.</p>
6	<p><i>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.</i></p> <p><i>A. Approval of Minutes*:</i> Minutes from meeting of February 28, 2019.</p> <p><i>B. Staffing Plan 2018-19*:</i> Approval of any changes and updates to staffing plan</p> <p>There was a motion to approve the items on the consent agenda which was seconded. The Board approved the consent agenda items unanimously.</p>
7	<p><i>INFORMATION ITEMS: Reports</i></p> <p><i>A. Faculty Update:</i> Update on Faculty activities.</p> <p>Jeannie Lee shared that in grades 3-8 teachers are preparing students for CAASPP testing which will start</p>

soon.

Kelly Larson shared information on behalf of teachers in grades 1-3 regarding rhythm and forming classes in 1st grade, class plays, student needs in our classes, and the Orton Gillingham approach to reading.

B. Parent Cabinet Update: Update on Parent Cabinet activities, including update on nomination of Parent Cabinet representative to Council

The annual auction is on April 13. PC member Brittney Cicon was voted by PC to be the PC representative to the Council. Next, she will meet with the Nomination Committee in mid April.

C. Administrative Update*: Report from School Director, including hiring committee update, CAASPP testing plan, QTF taxes, school attendance, school auction, etc.

Gavin Keller reviewed with the Board several aspects of his written admin update, including highlights of the new QTF taxes, the school plans for testing and staffing, and an update on school attendance.

D. Financial Report*: Review of February financials.

Larry Tamayo reviewed the financial dashboard including ADA, projected ADA through P2, unduplicated pupil count (coming in a bit higher than budgeted), governor's budget, reserves, and other items of interest to the Board.

E. Budget Committee Update: Update on activities of administrative budget committee.

A meeting for the Administrator's Budget Committee is set for mid-April with the goal to provide a draft budget to the board in April and an update in May. The budget is scheduled to be approved in June with the LCAP.

F. JS Foundation/Vision Committee Update: Report on Foundation items and vision committee work

The Vision Committee has developed a mission statement which was shared. The process for gathering input to develop the mission statement was reviewed.

8 SCHOOL OPERATIONS (Discussion/Action):

A. Independent Study Program: Report on IS program, including plans for upcoming school year.

IS teachers Laura Bujjoni and Amanda Simmons reviewed a presentation along with survey results that indicate high satisfaction rates with the program. The goal is to grow the program to 90 students for the 2019-2020 school year with four teachers.

B. Enrollment/Admissions Policies: Update on outcome of admissions lottery, and review of

enrollment policies, especially regarding Kindergarten admissions.

Gavin Keller reported to the Board regarding the enrollment and admission policies and procedures.

The current enrollment and admissions policy was reviewed along with the age guidelines for each grade, inclusive of our JK/TK program. The junior kindergarten which includes students born between June 1 – December 2nd, is inclusive of the TK population, who have birthdays between Sept 1– December 2nd.

This age span helps populate the two year kindergarten program which we is valuable to the school for a variety of reasons, including funding and as a foundation for Waldorf education.

Gavin reported that the school’s legal counsel had reviewed the current enrollment and admissions policy, and as the policy currently stands, it is not illegal or discriminatory to have a TK program or six month window for Junior Kindergarten, and there is not any legal reason to update the policy. Per legal counsel, children between the ages of four and six are not a protected class that need special treatment. However, because there have recently been claims that there are unfair advantages inherently created by our multi-year kindergarten program through the lottery process, Gavin believes that it is important to investigate the policy and guidelines to see if the claims regarding fairness are valid and if there is possible solution that could create more equity while also maintaining key aspects and intentions of the program. Therefore, Administrative team will look at possible solutions and any needed edits to the enrollment policy and will bring any recommendations back to the Board at a later date.

Council member Lorraine Donovan shared that the Governor’s budget is considering additional funding for Early Childhood Education which could include funding for four year olds to attend.

C. *Re-opens for Journey School-JTA Agreement: Each party may open Article 21 and one other article if desired**

The current collective bargaining agreement (CBA) between JTA and Journey School is in place for 2018-2021 and allows for a reopener if desired. Both parties agree to open Article 5 in addition to Article 21. Negotiations will take place next month.

9 **BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):**

A. *Evaluation process for School Director: Discussion of upcoming items for reporting related to the evaluation cycle for School Director, including “check in” on goals and support needed and confirmation of survey to go out prior to April board meeting.*

There was a discussion regarding the language of the current evaluation rubric scores. One concern raised was that the language forces the board into offering a pay raise based on high scores of 3 or 4. However, it was noted that the language in the tool regarding the compensation increase is “encouraged,” not mandated or forced.

Another suggestion was that in lieu of using evaluation criteria “met”, “exceeded”, etc., the Board should consider using a generic 1-4 scale instead, along with the detailed descriptors. The Board agrees that seems reasonable and asked for that change to the evaluation tool.

The Board requested that the Executive Director complete a self-reflection narrative on the two administrative goals, and an evaluation of the organizational contributions that the administration has made over the past year, aligned to evaluation tool. This will be presented at the next Board meeting, and then for the following meeting the Board will use the evaluation tool for the annual evaluation.

There was a motion to approve the evaluation tool, with the changes suggested, which was seconded and approved unanimously.

B. *Report on CCSA conference and Board training: Report to board from sessions at CCSA conference, advocacy issues, etc.*

Julie Chiaverini shared her experience at the CCSA conference. Key takeaways including steps and missteps of the reauthorization process and the general political/anti-charter climate right now. The most important factor for charter renewal is academic achievement. IT is a good idea to be sure to develop a relationship with the authorizer and share the wonderful things that the school is doing outside of renewal year.

Standupforallstudents.org is a great website to educate community members and friends about charter schools in general.

Notes and handouts from the conference will be shared with the Board next week.

Jeannie Lee requested that these notes be shared with the Vision Committee as well and will forward them on once received.

Anna Brown shared about her attendance at the CCSA conference and the evaluation tools for the executive director, as well as considerations for board composition, including the potential of having a conflict of interest in terms of having faculty members and parents on the board.

C. *Council Nominating Committee: Report from Nominating Committee on recruitment of board members.*

Board members were encouraged to participate in the Nominating Committee if they were interested and available.

A potential board member was ill this past month and was unable to attend a tour of the school and the preliminary meetings, so follow up will take place later.

The Nominating Committee plans to meet with the nominated PC representative, Brittney Cicon, on April 15.

The Nominating Committee will continue to focus on recruiting efforts in terms of diversity and specific skill sets for new Board members.

	<p><i>D. Board training: Discussion of a plan for additional board training, especially training on new governance laws</i></p> <p>A board retreat is proposed for April 25, to take place in conjunction with the regular board meeting, but start early at 5:00 pm. The training would include governance training with legal guidance. The board agreed and is available at this time. Gavin Keller is not available and so will arrive at 6 pm for the regularly scheduled board meeting.</p>
10	<p>Adjournment</p> <p>The meeting was adjourned at 8:45 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.*