

Journey School
A California Public Charter School

October 28, 2019

REGULAR MEETING MINUTES
Approved December 5, 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, arrived at 6:30 pm
Lorraine Donovan, Council Treasurer: Present
Richard Martin, Council Secretary: Present
Jeannie Lee, Educational Trustee Member: Present, arrived at 6:30 pm
Meggan Bunce, Parent Cabinet Member: Present

Administrator Gavin Keller was present. Consultants Franci Sassin and Larry Tamayo (for his items) were present. Teacher Kelly Larson was present.

	AGENDA ITEM
1	Call to Order and Roll Call The meeting was called to order at 6:06 pm.
2	Inspirational Passage
3	Approval of Agenda*

NOTE: The order of the agenda may be changed without prior notice to the public.

There was a motion to approve the agenda which was seconded and approved unanimously.

4 **PUBLIC COMMENT: Reminder: Please fill-out a speaker card; see policy above for guidelines**

The following individuals addressed the Council:

Steven Cogan: Has been raising concern with Gavin regarding air quality in all the classes, not just his own student's classrooms. He wants to know if there a mold prevention plan. He also shared that he has experienced a lack of transparency with administration with information not being shared with parents as quickly as it could be.

Dr. Angela Goldstein: She specializes in this type of medical problem and is concerned about the children's health due to possible mold on campus. She believes there is a lack of acknowledgement of expertise, particularly her expertise and the expertise of her husband, from other parents and from administration.

Jessica Monroe: She thanked the board for their service. She also shared that there are no regulatory restrictions for having parents on the board and there isn't an inherent conflict of interest with parents. She urges the board to keep the parent vote. She also is questioning why the board has decided to downsizing when there is no reason for that limitation.

Sara Beebe: She agreed with previous speaker and shared that it is important to maintain the parent vote and increase the size of the board. She believes parents need "weighted" input on board.

5 **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.**

A. Approval of Minutes*: Minutes from meeting of September 26, 2019.

B. Staffing Plan for 2019-20*: Approval of updates to staffing plan.

C. Limited Use Maintenance Agreement with Aliso Viejo Community Association for 2019-20*: Approval of updated agreement for use of the parking lots.

Item C was removed from Consent Agenda.

There was a motion to approve the remaining items, which was seconded. Lorraine Donovan abstained from the vote because she was not present at the last meeting. Of the four members present at the time of the vote, three were in favor and there was one absention, so the motion passed by majority.

Item C:

Gavin Keller explained that this agreement is only for the parking lots and not for the parks. The adjustment is to change the time of drop off to align with the school's schedule. There is a separate agreement for the parks which was adopted last month.

There was a motion to approve Item C which was seconded and approved unanimously.

6 **INFORMATION ITEMS: Reports**

A. **Faculty Update:** Update on Faculty activities.

Parent conference week is this week. The school has very high participation. It is a big effort by staff but important. The field trip program is more organized and consistent. Several grades participated in overnight field trips in the past month. The experiential activities are very important to the educational program. There are planned Waldorf based staff trainings taking place but the staff is also participating in several OCDE trainings, especially for literacy. OCDE also sent a math expert to Journey to work with the middle school math team, and that consultant might also be able to come out to provide support for some of the lower grades. The teachers are getting ready to start using the purchased test prep materials for this year's CAASPP testing. Some materials are paper based but there are also Chromebook based prep materials so students can learn how to use the computers during the test.

There was a fall social event with contra dancing. There was no fundraising involved which went over well.

Faculty member Kelly Larson is teaching 3rd grade. She commented on the 3rd grade curriculum and how well received it has been by this class, and the overnight experience the students had on campus recently. Some families in this grade have left due to the change in vaccination laws. She commented on the level of support and understanding from administration. There was some additional discussion about the way that faculty and the Special Education staff meet the needs of Special Education students.

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

There has been good attendance at the Parent Cabinet meetings. The 'parent square' has been helping. The Harvest Faire is coming up on Nov 9 and the Council is invited. The concerns being raised in PC regarding the Council composition are similar to the ones that were raised in public comment.

C. **Administrative Update*:** Report from School Director, including indoor air quality update, student meal program update, CUSD facility bond measure for Aliso Viejo, professional development for staff, etc.

Gavin Keller reported that the indoor air quality was tested by two different companies and both confirmed lower mold spore counts inside vs. outside in the classrooms that were tested. The rooms tested were the ones where concerns had been raised. The district had an industrial hygienist who identified some growth in three classrooms and there will be abatement efforts done by CUSD, each room

will be unavailable for a week during this, and so the classes will have to move during that time.

There will be a school bond measure for Aliso Viejo, which is included in SFID #3, if this bond measure passes Journey School could receive significant funds to improve the site. The district is using the previous "Kitchell Report" which inspected the facilities and prioritized the facility needs in 2017. The items that were prioritized as the highest priority could be funded. For the Journey campus, it would allow replacement of any remaining older HVAC units and roof repair as major items. Journey has approximately 40 or more percent of families who are eligible to vote on the bond.

The food service partnership with CUSD is going well. About 115 meals are served daily, approximately 65 of those are provided free based on family income eligibility. The overhead costs are coming down because the use of the program is higher for the paid lunches so that covers the overhead costs.

The school is putting in a Prop 39 facilities request by November 1. The district expects that an alternative arrangement will be reached but the data collection from the Prop 39 application is helpful and allows the school to have a facility claim for next year since the current lease is expiring.

*D. **Financial Report***: Report on September financials and other updates.*

Larry Tamayo presented the September financial information. The enrollment is a bit lower than budgeted but so far actual ADA based on student attendance is a bit higher than budgeted. While it is early in the year, the school has a good projected fund and cash balance and reserves.

7 SCHOOL OPERATIONS (Discussion/Action):

*A. **CAASP test results from 19-20***: Preliminary analysis of student results on the Spring 2019 state tests.*

Gavin Keller presented the information from last spring's testing and commented that the Dashboard results won't be available until December and the science test results are due next month. He reminded the board about the decrease that happened the year that the school implemented computer based testing for all grades. The scores went up 13% for English for students meeting or exceeding the standards, and 10% increase in math. He noted that there is an expectation that 3rd grade may perform lower than comparison schools due to multiple factors. He pointed out some highlights from the report, including scores that exceeded district, county and state averages for ELA in several grade levels. He commented on the subgroup performance, which seems to mirror the performance of all students combined. There was a discussion about the methods to support English Language Learners, where Waldorf education provides many strategies that help this group of students.

*B. **Local Priority Indicator Report***: Report of school progress on certain Local Priorities established by the state and reported on the School Dashboard.*

	<p>Gavin Keller updated the board on the changes to the way these local priorities are being reported this year for the Dashboard. There are several local priorities that are applicable to Journey. Board action is not required, just awareness, and so Administration will update the Dashboard with the responses to the self-evaluation tools.</p> <p><i>C. Charter Renewal Update: Review of potential timelines and requirements for charter renewal, plus summary of areas of revision.</i></p> <p>Based on the timeline requested by CUSD, the charter renewal will be formally submitted at a board meeting on Jan. 15, the public hearing will be in two parts, on Feb 5 and Feb 19. The admissions and remainder of the charter will be separately considered in the public hearing and voted on separately. The final vote would be scheduled on March 18.</p> <p>Gavin intends to have a draft of the redline charter by the Dec 5 board meeting, which may include the programmatic changes but may not include all legal considerations because the school's legal counsel will be reviewing concurrently. He is putting together the analysis of the school's performance. A bullet point list on major changes will be shared with faculty and PC and there will be opportunities for input from parents and staff. There was a discussion about the logistics of the process, including how the public hearing and staff review and the board vote will be held, and how best to prepare for this. There was a discussion about tentatively scheduling a special meeting in case additional board input is needed. There was a discussion about the role of the bylaws and the charter related to governance structure. The bylaws will be included as an exhibit for the charter and will be updated along with the charter at the next board meeting.</p>
8	<p>BOARD DEVELOPMENT (Discussion/Action):</p> <p><i>A. Board Self-Evaluation Cycle*: Review/discussion of Board's self-evaluation process and the timeline of the cycle.</i></p> <p>The board reviewed the draft of the various self-evaluation tasks. There was interest in assigning certain areas for different board members to focus on regarding the self-evaluation and board development. The board asked to have guidance on six different roles so that each person on the board could focus on one area.</p>
9	<p>Adjournment</p> <p>The meeting was adjourned at 8:35 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.*