

Orange County Educational Arts Academy
A California Public Charter School
825 N. BROADWAY, SANTA ANA, CA 92701
714/558-ARTS

BOARD OF DIRECTORS
MEETING MINUTES

General Meeting

October 12, 2016

6:00 p.m. – Closed Session

7:00 p.m. – Open Session

OCEAA Public Comment Policy

The OCEAA School Board of Directors (Board) welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board is to conduct the affairs of the school in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda item(s) or under the general category of "Oral Communications." Any person may address the Board on agenda or non-agenda items. To be recognized by the Board Chair, an individual must write their name and the agenda item(s) on the cards provided and submit this to the Board Chair or Secretary. The Board Chair will then announce the person's name at the appropriate time during the meeting. Each person will be granted up to three minutes to make his or her presentation. If requested, the Board Chair may grant additional time to individuals, circumstances permitting.
3. "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. These presentations are limited to three (3 minutes) each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Due to public meeting laws, the Board can only listen to your issue, not respond or take action. The Board, however, may give direction to staff to respond to your concern.
4. With regard to the items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to three (3 minutes) when the Board discusses that item. Following a presentation on an agenda item by staff, committees or the public to the Board, the Chairman will recognize members of the public who have submitted on that agenda item. This period precedes Board discussion and deliberation.
5. Formal presentations to the Board by members of the public may be scheduled in advance by notifying the President and/or Board Chair in writing two weeks prior to the next regularly scheduled Board meeting. The President and/or Board Chair shall determine whether the citizen request is or is not an item directly related to school business prior to it being placed on the agenda. No citizen-requested item shall be placed on the agenda if it is repetitive of a previous item placed on the agenda and considered by the Board. Scheduled formal presentations shall not exceed 15 minutes in duration.

In addition to the above, any Board member may ask a member of the public to answer brief questions or make comments on an agenda item under discussion in order to gather information before deliberating on a decision.

I. PRELIMINARY

A. CALL TO ORDER

The Board Chair called the meeting to order at 6:20 p.m.

B. ESTABLISH QUORUM

C. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

D. ADJOURN TO CLOSED SESSION – Items Scheduled for Closed Session:

Staffing appointments/terminations/contracts/resignations (Government Code section 54957)

E. CALL TO ORDER – REGULAR SESSION

F. ROLL CALL

	Present	Absent
Dr. Kimberly Barraza-Lyons, President	x	_____
Dr. Alfonso Bustamante, Vice President	_____	x
Valerie Sullivan, Chair	x	_____
Scott Overpeck, Vice Chair	x	_____
Boris Molina, Treasurer	x	_____
Bobbie Kraus, Secretary	x	_____
Kristin Collins, School Director	x	_____
Vanessa Besack, Dir. Of Operations	x	_____

G. REPORT OF CLOSED SESSION DECISIONS

On motion made by bk, seconded by so, the board unanimously approved the following staffing changes (kbl, vs, bm, so and bk voting in favor):

2016/17 Staffing Appointments

Lisa A. Crawford, Music Teacher

Effective Date

9/02/2016

2016/17 Staffing Resignations

Jannet Penaloza

Effective Date

9/30/2016

2016/17 Terminated Employees

ID# 602

Effective Date

9/30/2016 (End of Term Contract)

II. COMMUNICATIONS

- A. ORAL COMMUNICATIONS:** Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

Clarissa Sullivan – Student Leadership Team representative – Spirit Week & Red Ribbon Week Oct 24-27; Cancer Awareness and Anti-Bullying Week are still to be decided. They are getting ready for the Fall Festival and making flyers for Red Ribbon Week. Putting recycling bags in every classroom for the Fall Festival.

B. FOR INFORMATION/BOARD

Budget Update – September Check Register - Boris Molina/Leigh Taylor, CSMC

Account Balances:

Payroll \$252,425.43

General \$240,269.30

OCDE \$830,870.32

Check register is tabled for next meeting.

Enrollment down so a drop of 41 students in ADA funds -- \$143,000. Right now looking at a \$298,000 loss.

III. ITEMS SCHEDULED FOR INFORMATION

FSO report – Felicia Brown/Valerie Sullivan

\$900 in online sales; Fall Festival will have a lot of different booths to make things fun and exciting. Now have 191 FSO members. \$247.50 raised on Skate Night. Still waiting to close last year's budget.

ELAC report - Elisabeth Moreno – No presentation

School Director's report

LCAP Goal 1: 100% Proficiency (literacy, math, science, social studies, arts)

Literacy Team Report:

- Intervention groups are well on their way.
- Letters were sent home informing parents about intervention and indicating how many times per week their child is attending intervention groups
- RTI students were given the DRA (Developmental Reading Assessment) during the last week of September
- 58% of RTI students moved up one or more reading levels
- Literacy team will meet 10/5/14 to look over the data and revise the RTI tiers in order to reflect all changes necessary based on the data collected

Coming up:

RTI conferences will be held during student lead conferences to set goals for quarter 2 and share preliminary data with parents and students.

Math Report:

- Setup think central and my.hrw.com accounts for 4th-8th grade students
- Identifying students for AR math intervention using CAASPP data.
- Met with new teacher for support with math structure
- Demonstration lesson for new teacher will take place 9/27

Arts Report:

- **LCAP Outcome:** Annually, 100% of students will showcase their artwork in a performance or exhibit.
 - **Ritmos del Mundo** - date set at SAHS for November 18th. Students in 1st, 2nd, 6th 7th and 8th will perform. This is our annual fundraiser for 6th grade. Would be a great opportunity to invite potential donors. We would also like a few board members to meet and greet the audience.
 - **Dia de los Muertos November 5th** - OCEAA will honor Bernardo Gaytan, OCEAA Kinder student. Please join us for a special Noche de Altares this year, 12:00p.m.-10:00p.m. Students in Dr. Alvarado's STEAM class are designing the altar.
 - **GLAD/OCDE Presentation** - October 20 Students in 2nd and 5th have been invited to perform at the OCDE sponsored GLAD conference. They will sing a few songs taught by Maestra Perez-Ugalde
- **LCAP Goal 9/Arts Program Development - General Arts Integration**
Teachers TK-8th produced arts integrated lesson during PD Quarter 1. They are revising and implementing in their classrooms. Each quarter teachers will create one lesson that integrates art into the core curriculum.
- **Other arts activities**

- Artist of the Year-Georgia O'Keefe; Meet the Masters assemblies held Oct 5th and 6th
- 6 teachers will attend Arts Advantage training in Theatre and Visual Arts this year. They will attend 3 days throughout the year and receive curriculum that will be used during their art rotation.
- Specialized arts instructors in *La Secundaria*
 - Donald Amerson- theatre teacher also OCSA and South Coast Theatre teacher
 - Mary Pastrana-Media Arts
 - Martha Alvarado-STEAM
 - Erica Vicario-Dance
- Jr. Conservatory Update - 27 students enrolled in Jr. Conservatory. Two programs are offered, theatre and vocal.
- OCMA Field Trips - Students in 2nd-8th will attend OCMA first semester.

LCAP Goal 2: 100% Biliterate/Bilingual

- **English Learners**

Designated ELD - All teachers TK-8 have received ELD level data profiles and have begun the process of raised awareness of individual student needs. In TK-3 Designated ELD was launched ensuring that students of a various English levels received targeted ELD support during a period of 30-45 minutes depending on the grade level and its percentage of English instruction per our 90:10 model. English Learners in grades 4-8 receive the necessary support through the Expeditionary Learning curriculum and this year promises to provide an even more designated support as Mrs. Sachs works more closely with upper grade teachers.

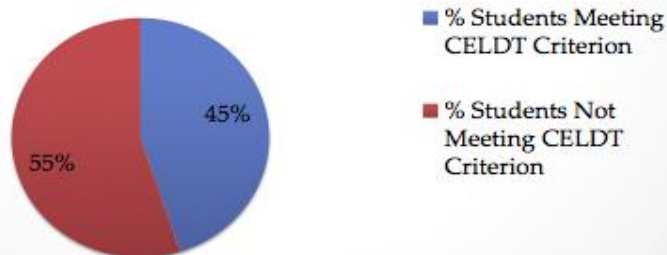
ELD Intervention- Following the footsteps of last year's model, we also launched our after-school ELD intervention again designed intentionally for 3rd grade English Learners whose ELD levels are still in the Beginning/Early Intermediate stages. Sixteen English Learners in 3rd grade and two English Learners (level 1) in 4th grade began receiving 45min-1 hour intervention services 4 x week. Participating students engage in basic English skill development: speech functions, listening comprehension, and syntactical phrases. This support aims at helping students advance to the next ELD level on the CELDT.

CELDT State Results for Annual Assessments- Of the 238 English Learners in grades 1-8, 45% of our English Learners scored proficient on the CELDT. This is the highest percentage OCEAA has ever obtained. Congratulations to our fantastic English Learners. We hope to keep up the momentum as we get ready to administer the CELDT school wide during the last weeks of October.

English Learners' School Wide Performance 2015-16 [Grades 1-8; Annual Assessments Only]

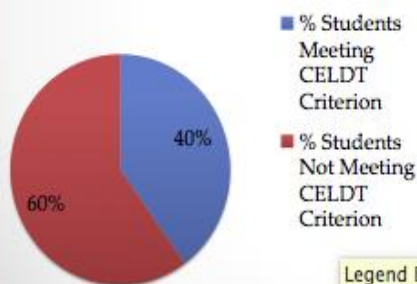
Number of EL Students [annual assmts]: 238 ELs

English Learners 2015-16 [Annual Assessments Gr1-8]

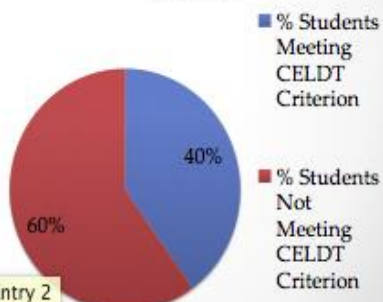


English Learners' School Wide Performance 2014-15 & 2013-14 [Grades 1-8; annual assessments]

English Learners 2012-13 [Annual Assessments Gr1-8] Total: 216



English Learners 2011-12 [Annual Assessments Gr1-8] Total: 211

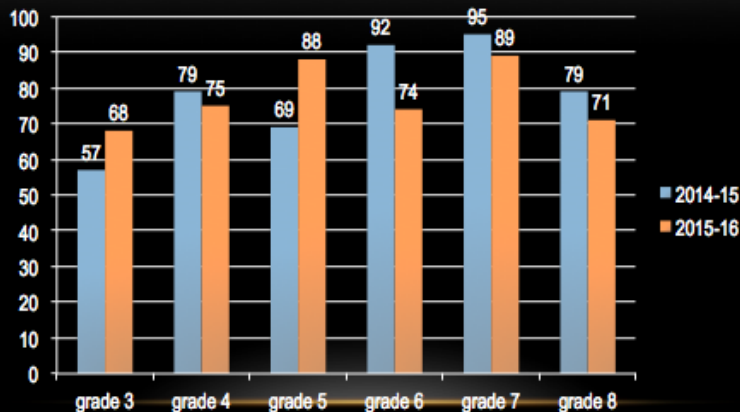


Legend Entry 2

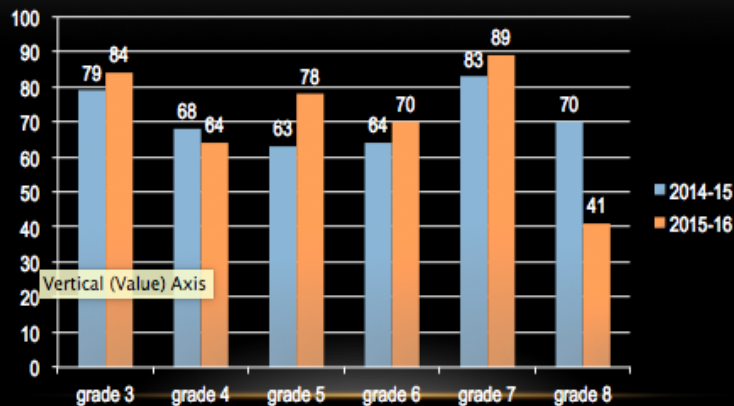
- **TWBI**

APRENDA- Though 2015-16 presented some dips in some grade levels for both reading and math (when analyzed as grade-to-grade) it is important to recognize that the 2015-16 data also reflects some strong gains when we analyze it cohort to cohort. The data for the Language and Ortografía [Spelling] subtests also reflected growth in four of the six grade levels tested, a testament to the teachers' raised awareness and direct teaching to our TWBI students language needs. To sustain this effort, teachers in grades 2-8 have begun using the *Bien dicho!* Curriculum, which was purchased this year to address those particular language needs.

COMPARACIÓN DE PUNTAJES 2014/15 – 2015/16
 SCORE COMPARISON 2014/15 – 2015/16
MATEMÁTICA/MATH



COMPARACIÓN DE PUNTAJES 2014/15 – 2015/16
 SCORE COMPARISON 2014/15 – 2015/16
LECTURA/READING



LCAP Goal 3 – 100% Positive School Climate

- Tier 2 interventions have been planned and will be launched this month:
 - Social skills groups
 - Check and Connect
 - Check-in, check-out (CICO)
 - Restorative Practices/Circles
- PBIS Counselor has been getting to know students in various settings (classrooms, playground, dining hall, etc.) and assisting staff with reinforcing ORCA behaviors.
- Wednesday administrative detention for *La Secundaria* launched and running smoothly
- First ORCA Splash raffle on Sept 28th – student prizes TBD due to Chef Sean’s absence; ORCA Splash recognition buttons were awarded.
- PBIS committee in process of reviewing Social Emotional Learning curriculums recommended by OCDE.

LCAP Goal 4 – 100% Parent-School Partnerships

- School Site Council election held and ballots counted publically on Sept 27th Jessica Reyes was elected to the council and will begin Oct. 12th.
- Coffee chat held on Sept 16th. CAASPP data was shared. Parents brought up the topic of uniforms for discussion; interest in this issue remains active.
- We are grateful to all of the parents who volunteered to assist at our Oct 7th parent tour!

Human Resources/Finances

- The budget committee met for the first time on Sept. 26. There are four members of certificated, two members of classified, two representatives of administration and one board member who will comprise the committee this year.
- After some consideration, it has been decided to hold off on refinancing of the main building for the next couple of years.
- On Sept. 23, staff of the front office, business office, health office and marketing participated in a full-day team-building training facilitated by Ms. Besack-Moyle. The training was based on the book “The 5 Dysfunctions of a Team,” by Patrick Lencioni. The training was well received and members have created their own expectations for working together. The training will culminate during the Oct. PD day.
- We are happy to announce that Mary Pastrana has accepted the position of Librarian. Mary received Dusty’s blessings and will be starting as a Librarian on Oct. 10. She will start off slow, as Dusty is out of town until Nov. Dusty will train her when she returns.
- Ms. Besack-Moyle attended a few chamber events in Sept./Oct. and has made some connections that she will continue to reach out to discuss potential partnership/sponsorship opportunities. More information will be provided to the Board as they become more concrete.
- Ms. Besack-Moyle also reached out to the Orange County Community Foundation to discuss ways the school can reach out to foundations/donors who support charter schools, education and the arts.
- Ms. Besack-Moyle will also attend an event at OneOC in which the First Foundation will be discussing what type of projects/initiatives the foundation seeks to fund.

Enrollment Update

- Registration
 - Enrollment for Sept 2016:
 - Number of students enrolled 574
 - There were 3 disenrollment’s
 - Returned to their district (Tustin USD)
 - Opted for private schooling
 - Did not disclose
 - Most recent waitlist has been posted online
 - There is a parent tour scheduled for Friday Oct. 7, which will help fill spots
 - Recruitment efforts will be discussed during the Board presentation
 - Eligibility for TWBI
 - Assessed candidates for third and fourth grade openings

- Two candidates passed assessment; both will require intervention at school and support at home to reach grade level expectations
- Recruitment Liaison to contact remaining families on wait-list to offer assessment for enrollment consideration

Technology Update

- The Academic Technology Coordinator position has been posted

Nutritional Services

- Chef Sean is out on medical leave. Nothing to report until he returns later this month.

Facilities

- Given the discrepancies in the clocks located in the classrooms, we are looking into a bell system that will alert students of start of school and end of classes. This is expected to also help with dismissal and valet line times.
- We are looking into obtaining quotes for a PA system that can be used in the event of emergencies. Currently, the phones are being used as a PA, but are hard to hear in the classrooms and do not reach the dining hall or playground areas. This is expected to be a major project, therefore three quotes will be obtained from contractors and presented to the Board within the next couple of months.

Marketing Communications

- A presentation will be presented at the Board meeting
- The Mission/Vision committee has created a draft of the Mission, Vision and Core Values. These will be presented at the next Board meeting, where the committee will seek input from the Board on ways to get stakeholder comment and feedback.

KEDS Report

- This year KEDS teachers have been charged with the task of meeting with the Day teachers for their grade once a month. During this meeting KEDS teachers are receiving feedback from teachers about students, they are provided activities, games, and assignments that will help reinforce student learning during the after school program.
- This year KEDS has also incorporated themes each month in every class. In August/September KEDS classes celebrated Hispanic Heritage month by participating in various learning projects and activities. For the month of October, KEDS will celebrate Fall/Halloween, learn about plants/gardens while also helping to maintain the schools garden, and celebrate cancer awareness.
- KEDS has started off the school year with a strong start. Our Kinder KEDS classes and grades 4th -8th currently have waiting lists. Teachers are updated on the number of openings in KEDS once a month and continue to refer students in need of additional academic support.
- **From EZ Care to EFUNDS** KEDS has changed payment systems. As of August 2016 will begin using EFunds to process all payments. Thus far EFunds has proved to be an easier system and been user friendly for staff.
- **ASES Grant Renewal** The time has come for OCEAA's grant renewal for the ASES program. All renewal documents are currently being prepared and will be sent off well before the October due date.
- **New KEDS Staff Members**
 - Abimelech Barrera (6th grade KEDS teacher) - Abi joins KEDS with several years of experience working in after school programs. He has been a

valuable asset to the program thus far and has received Kudos from the 6th grade day teachers.

- Gloria Lopez (1st grade KEDS teacher) - Gloria has experience working in tutoring programs for many years. She is patient and is willing to learn the skills necessary to be a successful afterschool teacher.
- Angel Guzman- (Floater) Angel is a former OCEAA student and a recent high school graduate. He has been trained on 2nd Harvest Food Service procedures and has been extremely helpful to the overall flow of the program thus far
- Sonia Angeles- (Floater) Sonia also works during the day in TK. Sonia joining KEDS has been a great addition since she is already familiar with the students.
- KEDS Changes: KEDS kinder teacher Angie Lopez will be subbing for day teacher Ms. Gutierrez while she is on maternity leave so as a result Mrs. Araceli Duenas, (formerly a floater in KEDS) will take over the kinder KEDS class.
- This school year Miriam Ramirez will be in charge of TK/Kinder KEDS. She will oversee all student issues and will offer support to teachers in the Annex during program hours.
- New Playground Staff:
 - Wendy Mendoza
 - Claudia Rodriguez
- **Picture Day:** Picture day was held on September 26th. It went extremely smooth thanks to staff and parent volunteers. Makeup pictures will take place Oct 21st.
- **KEDS classes:** KEDS continues to offer classes from Art Innovators and ceramics for a small fee. We are looking to add music back into the program. We are currently looking to hire another music teacher in Mr. Salazar's absence. Mr. Salazar has confirmed that he will not be returning due to the complications from his stroke.
- **KEDS clubs** begin on Friday September 30th. KEDS clubs will run for 6 weeks. Students had the opportunity to pick a club sponsored by their KEDS teachers. The clubs include:
 - Yoga
 - Cooking
 - Ukelele
 - Recorder
 - Science
 - Art
 - Soccer/Sports
 - DIY

Director of Operations Report

- Vision/Mission Statement Draft and Discussion
Vision: Inspiring and preparing students to succeed in a diverse world.
Mission: to nurture and challenge students to create, communicate and collaborate through rigorous instruction in the arts, language and culture.
Core Values:

Diversity:

- Cultural Empowerment
- Cultural Competency
- Empathy
- Perspective and Experience

Community:

- Valuing All Members
- Open Communication
- Trust
- Common Goals
- Collaboration/Teamwork

Creativity:

- Innovation
- Imagination
- Risk taking
- Inquiry

Commitment to Excellence:

- Results Oriented
- Continuous Improvement
- Strive for High Quality
- Ambitious Goal-Setting

- Presentation: Marketing and Recruitment Plan - Tabled
- Donation Report

DATE	SOURCE	DESCRIPTION	AMOUNT
9/1/16	Target	General Donation	\$200.00
	United Way	General Donation	\$240.98
9/9/16	Donation KEDS Program	School Site Fundraising	\$140.00
9/28/16	Anonymous	General Donation	\$1,000.00
	Ice-cream Paletas	School Site Fundraising	\$681.00
	Registration	School Site Fundraising	\$296.00
	T-Shirt	School Site Fundraising	\$366.00
	FSO Membership	FSO	\$16.00
			\$2,939.98

Totals to Date \$25,382.98

2015/16 Comparison (\$41,145.47)

Corporate/Grant Funds: \$440.98

Corporate/Grant Funds To Date: \$740.98

2014/15 Comparison: (\$42,242.67)

IV. FOR BOARD DISCUSSION

Budget – Boris asks for updated enrollment numbers. Having server issues and are waiting to enroll two new students. Server will be fixed by this weekend. Please communicate with the recruitment staff that we are down \$300,000 because of low enrollment.

FSO Report

School Director report, including but not limited to CELDT, Apenda

Director of Operations report, including but not limited to Vision/Mission Statement Draft and Discussion; Marketing and Recruitment Plan; and Donation Report

V. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removal from the agenda, there will be no discussion of these items prior to the Board votes on them. The Chair recommends approval of all consent agenda items.

- A. Approve Check Register – September 2016 - Tabled

It is recommended that the Board approve Agenda Items A. Motion: ___ Action: ___ Second: ___ Vote: ___

VI. ITEMS SCHEDULED FOR ACTION

- A. Approve Minutes from 9/14/16 Board Meeting

It is recommended that the Board approve Agenda Item A. Motion: bk Action: Pass Second: vs Vote: vs, so, bk, bm in favor
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- B. Approve Vision/Mission process to proceed as discussed

It is recommended that the Board approve Agenda Item B. Motion: so Action: Pass Second: vs Vote: vs, so, bk, bm in favor
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VII. ADJOURNMENT

The meeting was adjourned at 8:12 p.m.

The next regularly scheduled meeting is Wed., November 9, 2016, at 6:00 p.m. – Closed Session and 7:00 p.m. – Open Session