

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

August 13, 2014

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 6:05 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 (Gov. Code section 54957)
Staff Evaluations (Gov. Code section 54957)
Anticipated Litigation, conference with legal counsel: one possible case (Gov. Code sections 54956.9 & 54064.5©)

E. CALL TO ORDER – REGULAR SESSION

F. ROLL CALL

	Present	Absent
Dr. Kimberly Barraza-Lyons, President	_____	x
John Straw, Chair	x	_____
Dr. Alfonso Bustamante, Vice President	x	_____
Lucy Grant, Vice Chair	_____	x
Boris Molina, Treasurer	x	_____
Bobbie Kraus, Secretary	_____	x
Dr. Juan Mejia-Ariza, Member	x	_____
Valerie Sullivan, Member	x	_____
Linda Hardman Greene, Principal	x	_____

G. FLAG SALUTE

H. REPORT OF CLOSED SESSION DECISIONS

On motion made by AB, seconded by JS, the board on a unanimous vote (JS, AB, BM, JMA, VS voting in favor) approved the following staffing appointments/resignations:

2014/15 Staffing Appointments	Effective Date
Kevin Aufdemberg - Kitchen	08/07/2014
Mayra Aguilera - Teacher	08/01/2014
Debra Benavidez - MS Arts Teacher/KEDS	08/08/2014
Guillermina Gaytán - Teacher	08/01/2014
Barbara Hallman - MS Arts Teacher/KEDS	08/07/2014
Sylvia Levy - Teacher	08/01/2014
Gudelia Penaloza - Kitchen	08/04/2014
Miriam Ramirez - KEDS	08/07/2014
Patricia Saucedo - Teacher	08/01/2014
Lisette Sosa - Teacher	08/01/2014
Jocelyn Vargas Calderon - Teacher	08/01/2014
Diana Vu - Teacher	08/01/2014
2014/15 Staffing Resignations	Effective Date
Marisol Nemetz - Teacher	08/01/14

On motion made by AB, seconded by JS, the board on a unanimous vote (JS, AB, BM, JMA, VS voting in favor) approved the compromise and release agreement with a certified employee.

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.

B. FOR INFORMATION/BOARD

Budget Update/ June/July Check Registers - Boris Molina

Payroll \$70,678

General \$144,779.06

OCDE \$403,874.52

June Budget Update – Jennifer Afdahl Rice

January budget proposal was very favorable to K-12, and assumed state tax revenues would grow aggressively

§And, state revenues since January had been even more rosy than had been assumed

§But instead of putting all the funds into K-12, the budget tackles a couple other long-term financial challenges

§Rainy Day Funds

State Teachers Retirement System (STRS)

§The January budget eliminated all deferrals in FY14-15 onward; however, the approved budget in June eliminated all but one inter-year deferral from June to July of \$847 million.

§“Positive Trigger” mechanism could end this deferral

§Appropriation of \$400.5 million to be allocated based on 2013-14 P-2 ADA in the amount of \$65/ADA.

§One-time purpose, as designated by board

§Continues to funds per-ADA Mandate Block Grant of \$14/ADA (K-8) and \$42/ADA (9-12)

§Career-Technical Education/Career Pathways

§\$250 Million

§Lottery increase from \$156/ADA (\$31 restricted) to \$162/ADA (\$34 restricted)

§Capping district budget reserves

§Doesn't apply to charter schools

§Generally capped at no more than 2x the min. reserves

§Reforms laws governing independent study

§Streamlining/modernizing laws – duration of agreement increased to 1 year, cap adjustments

§“Course-based” independent study

§Increasing Transitional Kindergarten teacher qualifications

§Aligned with California Preschool Learning Foundations

§By 7/1/15 credentialed teachers

§By 2020, additional qualifications

§Prop 39 Energy

§Payback – shorter of 1) school lease term or 2) then-current charter term

§If “privately-owned,” standard savings-to-investment ratio of 1.05. With renewed charter, ratio over project lifetime.

§SB740

§Free- and reduced-price meal eligibility figures based on amounts reported by the CDE

§Grant funds can't be applied to insurance, property taxes, utility charges or monthly charges for systems

§Complex Conflict of Interest Restrictions

§Small COLA increase in meal reimbursement from \$0.2229 to \$0.2248 per meal.

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Rainy Day funds (including one for K-12)

§Only get funded after Prop 98 is fully funded

§Require a state constitutional amendment that must be approved by voters on the November 2014 ballot

§STRS currently only has about 70% of the funds it 'should' have

§This equates to a funding gap of \$74 billion, an enormous amount of money (for comparison, the state's general fund is about \$100 billion)

§Most states and the feds have similar problems

§Yet the problem only really hits home decades from now, but fixing the system is easier to do if done sooner

§The state's contribution would increase from about 5.5% to 8.8%

§The budget fills this gap by having everyone pay more into the system, right away

§Will this impact charter school participation in STRS?

·PERS is also underfunded.

·Unlike STRS, PERS has the independent authority to update its contribution rates and is has been slowly increasing rates over the past several years.

§AB 2235 (Buchanan, D—Alamo), possible state school facilities bond for November

§Amount – to be determined

§Set aside for charter schools – to be determined

Some money coming to education which will even out spikes that we have in education.

One inter deferral from June – July @ 847 million. Decent possibility that deferral will go away.

** Reminder to log into Charter Vision.

III. ITEMS SCHEDULED FOR INFORMATION

FSO report – Conception Marin

Staff breakfast on Friday, August 15th, presenting teachers with a laminator.

OCEAA Parent Meet Ups – discussed more male involvement in the FSO/perhaps a game night?

◇ Budget/Principal's compensation

John spoke re: Linda's raise. The number has been approved in the Budget, number is justified and is similar to the teacher's compensation. Board approved via email.

◆ Principal's report

Student Achievement

- ❖ *CELDT*: Proctors worked during the ORCA Days to conduct the CELDT to 40 of 52 incoming Kindergarten students. Remaining students will be tested within first thirty days of school. These CELDT testers will also conduct testing for the lower grades on a pull out basis, while grades 3rd and above will take class time to conduct CELDT in a whole group setting, except for the speaking portions of the test which will be done one on one.
- ❖ *CST In Science for 5th and 8th Grade*: Score reports will be made available mid month (August), while paper reports will be mailed to schools in mid September.
- ❖ *Aprenda*: Scores have arrived. We will be developing a strategy to get those reports to parents at back to school night or at conferences.
- ❖ *Physical Fitness Test: (5th and 7th graders)*: Data submitted prior to deadline. Corrections need to be submitted prior to August 31st, 2014.
- ❖ WestEd has begun the review of our curricular units and is assisting the administrative and leadership team on how to deepen teachers' understanding of the common core standards. Professional development for teachers takes place Aug. 12-14.
- ❖ New teachers have attended a New Teacher Orientation (NTO) created to help them understand OCEAA's mission/vision, programs, policies and procedures. The content of the NTO was designed based on feedback from veteran teachers through ILT. On going support and training will be provided to them throughout the year.

- ❖ 2013/14 EOY data presentation
 - Lot more language and reading is required from the students. Kids need to read and Interpret.
 - Kids took multiple tests back to back so need to rethink the time frames and amount of tests given in one day. Also, some tests were long in length at 80 questions.
 - Kinder: All tests done in Spanish
 - First Grade:
Teachers did a lot of 1 on 1 and group work to help get kids at Basic and Proficient levels.
 - Second Grade:
Goal is to move kids from the lower levels up.
 - Third Grade:
Felt students were comfortable tackling problems. Kids had a new curriculum. Having so many questions to answer created testing fatigue. This year the goal is to work on spiraling math questions that kids having trouble with.
 - Fourth Grade:
Testing language rich. This was a big problem because of testing fatigue. Kids are not masters with multiplication facts so it made the test more difficult. There were also brand new teachers last year so we want to track the JiJi process.
 - Fifth Grade:
This year there was an inconsistency with teachers having a new math program, it affected scores. This year JiJi will be used as an instructional tool not just a homework piece.
 - Sixth Grade:

The transition from common core was a difficult challenge for the teacher to teach state standards, test and common core.

Seventh Grade:

More support needed.

Eighth Grade:

Scoring lower than we would like

Overall:

Still adjusting to the computer. Example: how to write a fraction on the keyboard.

Kinder thru second grade have had common core for 2 years and results show this.

Human Resources/Finances

- ❖ Raza Development Fund has given OCEAA an updated Letter of Intent for funding construction at the former Mexican Consulate Building. The letter of intent is for \$1.1M. Raza will also travel to Orange County to meet with the Board during the September Board meeting.
- ❖ 2014/15 Staffing approval presented during closed session.
- ❖ Consolidated Application - request for federal funding for Board approval.

Nutrition Services Update

- ❖ Nothing to report at this time.

Technology Update

❖ **Infrastructure & Telecommunications Update**

Infrastructure

OCEAA is currently accepting bids to install a wireless point-to-point bridge between the consulate building and the main building. This will join the network infrastructure in the consulate building to the network in the main building. We will be presenting bids for the upcoming board meeting for approval.

New Phone System:

OCEAA is currently going through the document processing portion of the transition to the new phone system. As soon as all the paperwork is processed it will take 30-60 days to acquire, schedule, install and configure the new system.

New Application and File Servers

Current status on the deployment and configuration of the new servers:

- Servers and backup solution were installed and configured
- The PowerSchool SIS application has been migrated from Pearson Hosting Services to our local server.
- DNS/DHCP servers have been configured and are running.
- File Sharing server is currently being configured.
- Active Directory (AD) Server has been configured. Currently going through the process of binding the client devices to the AD server. Some teacher computers have been successfully bound, but there is a bit of housekeeping to go through before they are completely ready.

❖ **Hosted Applications**

Gaggle - We just received information that Erate will not fund email or web hosting after the current school year. This means that Gaggle will not be subsidized any longer, and that the webhosting service that was just approved, will only be good for

this year. We will be looking into other solutions as it pertains to web hosting, before the year is over.

As far as email and collaboration tools go, we are transitioning to Google Apps for education and are currently working to implement Google. Our goal is to have Google ready before August 18th.

❖ **Computer/Mobile Device Updates**

80% of all staff computers' RAM memory have been upgraded to 5GB and the Operating System upgraded to Mavericks (10.9.x).

Staff teacher computers are currently going through the AD server binding process Cart 2 and Cart 3 (Lesley) Laptops are ready for the school year.

Principal's new computer has been setup and delivered.

All three iPad carts need to be updated for the school year. Not ready yet.

We have received the 1st shipment of 10 Chromebooks. We are waiting for an additional 30 to ship.

❖ **Miscellaneous**

The fireworks booth sold about \$24,500 worth of product for a net profit of \$9,800 after all expenses incurred were taken into account. Our goal was to raise \$10,000 net, so we were really close.

After School/Summer School Update

- ❖ KEDS program continues the enrollment process for the coming year. As of the writing of this report, 279 students either qualify as ASES student or have parents that are requesting the after school care. We are working to meet the needs of as many students as possible, and so we will need to employ additional teachers, the cost will be offset with program fees paid by the parents who are electing to participate. This will include students from our TK program.
- ❖ Parent paid funds will also be used this year to offset the cost of arts instructors to be used during 6th period art classes for the middle school students, and then to offer enrichment in the after school program.
- ❖ After School Governance: Nothing to report.
- ❖ Student Data: Plans are being formulated to make the use of data a regular component of our intervention support program offered through the after school program in support of the common core aligned curriculum offered in the school day.
- ❖ *Art Innovators* – Will be offered again this coming year.
- ❖ *Rainbow Ceramics* – Our former after school teacher Gaby Ader has developed her own company, who we have agreed to work with to provide Ceramics Programs to our students in the after school hours. This program will be offered in a similar fashion as the Art Innovators, open to all OCEAA students on a fee basis. We will process the payments and pay Rainbow Ceramics the agreed portion. OCEAA stands to profit slightly from these offerings.
- ❖ Summer School Update
 - Final Numbers will be presented once Maggie Chávez returns from vacation.

Facilities Update

- ❖ The business office has had some major productivity issues due to the hotspot not having enough bandwidth to support the business function. An alternative solution will be presented to the Board for approval.

- ❖ Most of the major renovations to the existing building have been completed. A final walkthrough will take place this week to make sure the building is student-ready. The maintenance team worked diligently to ensure that all the projects were done internally. The result was beautiful work that saved OCEAA more than \$15,000 and that provided teachers with a new workroom and lounge.

PBIS

- ❖ All staff will be trained in PBIS again this year as we launch year 2 implementation.

Other Updates

- Consolidated Application (including Protected Prayer)– request for federal funding – all finalized and ready for approval.
- AKINSIT Point to Point estimate to install a wireless point-to-point bridge between the consulate building and the main building. Building across the street has had difficulty receiving information via data. At this time Vanessa needs to walk across the street.
- PCSD Proposal for Project and Construction Management Services at OCEAA (Pacific Charter School Development) - Lindsey Phillips and Joe Wilson spoke regarding the work they done in Los Angeles. They are a charter school development team. They have worked on over 50 projects. Founded over 10 years ago. They have worked on renovations and constructions. An example of this is El Sol. Turnkey facility provider. (Jennifer mentioned that she has worked with PCSD at a different school)
- Raiser’s Edge Proposal for fundraising software to manage data
Raiser’s Edge is a fundraising software to manage data. It requires a 4-year contract. Vanessa looked at Trail Blazer, and 3 other companies. Raiser’s Edge to help with volunteer hours, offers pages that can be implemented onto the website to collect money right away, recurring donations.
- Raza’s Letter of Intent for funding construction at the former Mexican Consulate Building
 - Board received an updated letter of intent. Mtg to be set up to collect information. Jennifer can answer questions. Table vote but review this information, sent via email.
- ❖ CALPADS has been refreshed and changed to accommodate new requirements for the 14-15 school year.
 - Staff will attend training in August for CALPADS.
 - There have been some discussions that the CELDT test scores for 13-14 will be included in CALPADS, but those are not yet visible. If this happens, it would mean OCEAA would not have to wait for other schools to send student scores when new students enroll. It would also make the spring reconciliation much faster. It is the first step toward the State providing data analysis tools.

We are currently almost completed with registration, with 85% of the students registered. There were some glows and grows that will be addressed, including issues encountered with the registration software. As a result Mr. Felix and Ms. Bausman have identified several vendors that provide similar solutions for the following year.

June Donations:

6/29/14	Ms. Sierra	Bus Donation	\$8.00
6/2/14	School site fundraising	8th Grade Ice Cream Sales	\$165.05
6/3/14	Elias Herrera	Parent Funding Agreement	\$50.00
	Carlos & Frida Lozano	Parent Funding Agreement	\$80.00
	Diego & Daniel Perez	Parent Funding Agreement	\$100.00
	Alexa Rodriguez	Parent Funding Agreement	\$90.00
6/16/14	School site fundraising	Zumba for Art	\$87.00
	Kohls	General Donation	\$500.00
	Broadway on tours	Rental Income	\$500.00
	Jayden Palomino	Parent Funding Agreement	\$50.00
6/16/14	Technology fundraiser	Fireworks Sales	\$325.00
6/13/14	School site fundraising	Year Book	\$285.00
6/13/14	School site fundraising	8th Grade Promotion	\$1,633.00
6/25/14	School site fundraising	OCDE	\$400.00
6/25/14	Ms. Gomez	Bus Donation	\$17.00
	Ms. Docheff	Bus Donation	\$12.46
	School site fundraising	8th Grade Promotion	\$15.00
6/24/14	PBIS	Water Sales	\$185.00
			<u>\$4,502.51</u>

Total \$4,502.51

Totals to Date \$129,586.07

12/13- 13/14 Comparison +\$63,8545.28

Direct Give Total: \$370

Direct Give To Date: \$24,260.56

2012/13 DG Comparison:

+\$16,933.56*

*with 12/13 tech match included as direct give. Otherwise +\$22,160.56

Corporate/Grant Funds: \$500

Corporate/Grant Funds To Date: \$38,942.78

2012/13 Corp./Grant Funds

Comparison: +\$23,270.55

July Donations:

7/19/14	School Site Fundraising	Registration 14-15	\$12,605.03
7/23/14	Carlos Ramos	Parent Funding Agreement	\$20.00
	Geranrdo Cisneros	Parent Funding Agreement	\$250.00
	Sara Martinez	Parent Funding Agreement	\$250.00
	Susana Herrera	Parent Funding Agreement	\$250.00
	Norma Diaz	Parent Funding Agreement	\$200.00
7/23/14	School Site Fundraising	Registration 14-15	\$399.00
7/28/14	Technology Fundraiser	Fireworks Sales	\$12,046.00
7/19/14	School Site Fundraising	Ice Cream Sales	\$511.00
			<u>\$26,531.03</u>

Total \$26,531.03

Totals to Date \$26,531.03

13/14 - 14/15 Comparison

+\$26,531.03

Direct Give Total: \$970*

Direct Give To Date: \$970*

Corporate/Grant Funds: \$0

Corporate/Grant Funds To Date: \$0

*There is more money pledged in July that was through credit cards/ACH. However, OCEAA is waiting on the fundraising software to collect.

2012/13 DG Comparison: +\$970

2012/13 Corp./Grant Funds Comparison: 0

IV. FOR BOARD DISCUSSION

- Why wireless and not a LAN line? Looked at options and at this time it is the easiest option.
- PCSD Proposal is still looking at LMA. PCSD will hire contractors to handle everything as they lead. Vanessa mentioned that she is having trouble finding contractors because the project is small and a lot of contractors are not interested.
- Raiser's Edge – Al mentioned that he is aware that this company is respected in the industry. John looked at Sales Force at his office and is finding a benefit. Raiser's Edge costs \$9,000 to start up with a \$2,500 annual fee plus credit card fees. Vanessa has had money (approx 10K) in limbo since the summer because she does not have access to a credit card machine.

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 – June 2014

It is recommended that the Board approve Agenda Items A.	Motion: bm Action: Pass Second: jma Vote: 5-0 (JS, AB, BM, JMA, VS voting in favor)
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B. Approve Check Register – July 2014

It is recommended that the Board approve Agenda Items B.	Motion: ab Action: Pass Second: js Vote: 5-0 (JS, AB, BM, JMA, VS voting in favor)
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C. Approve Proposal from Houghton Mifflin Harcourt in the amount of \$6,025.19

It is recommended that the Board approve Agenda Items C.	Motion: bm Action: Pass Second: ab Vote: 5-0 (JS, AB, BM, JMA, VS voting in favor)
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VI. ITEMS SCHEDULED FOR ACTION

A. Approve Minutes from 7/9/14 Board Meeting

It is recommended that the Board approve Agenda Item A.

Motion: vs Action: Pass
Second: js Vote: 4-1-0 (JS, BM, JMA, VS voting in favor; ab abstained)

B. Approve Consolidated Application (including Protected Prayer) – request for federal funding

It is recommended that the Board approve Agenda Item B.

Motion: ab Action: Pass
Second: jma Vote: 5-0 (JS, AB, BM, JMA, VS voting in favor)

C. Approve AKINSIT Point to Point estimate to install a wireless point-to-point bridge between the consulate building and the main building

It is recommended that the Board approve Agenda Item C.

Motion: bm Action: Pass
Second: vs Vote: 5-0 (JS, AB, BM, JMA, VS voting in favor)

D. Approve CSD Proposal for Project and Construction Management Services at OCEAA

It is recommended that the Board approve Agenda Item D.

Motion: ab Action: Pass
Second: bm Vote: 5-0 (JS, AB, BM, JMA, VS voting in favor)

E. Approve OCEAA's General Liability Insurance

It is recommended that the Board approve Agenda Item E.

Motion: ab Action: Pass
Second: jma Vote: 5-0-1 (JS, AB, BM, JMA, VS voting in favor)

F. Approve Raiser's Edge Proposal for fundraising software to manage data

It is recommended that the Board approve Agenda Item F.

Motion: ab Action: Pass
Second: jma Vote: 4-0 (AB, BM, JMA, VS voting in favor; JS voting against)

G. Approve Raza's Letter of Intent for funding construction at the former Mexican Consulate Building - TABLED

It is recommended that the Board approve Agenda

Motion: _____ Action: _____

VII. ADJOURNMENT

The meeting was adjourned at 8:22 p.m.

The next regularly scheduled meeting is Wed., September 10, 2014, at 6:00 p.m. – Closed