

Orange County Educational Arts Academy
A California Public Charter School

BOARD OF DIRECTORS
MEETING MINUTES

Regular Meeting

December 12, 2018

6:00 p.m. – Closed Session

7:00 p.m. – Open Session

OCEAA School Library

825 N. Broadway, Santa Ana, CA 92701

OCEAA Agenda and Public Comment Policies

Agendas for all regular meetings of the Orange County Educational Arts Academy (OCEAA) Board of Directors (Board) are posted at least 72 hours prior to the meeting on bulletin boards at 825 N. Broadway, Santa Ana, CA 92701 and online at <http://www.oceaa.org/board-of-directors/>. Agendas for all special Board meetings are posted in the same locations at least 24 hours prior to the meeting. Agendas are available at the door to the meeting and may also be inspected at the OCEAA office.

The Board welcomes your participation at its meetings. 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 OCEAA. To ensure that members of the public have a reasonable opportunity to directly address the Board during meetings, OCEAA has adopted the following guidelines:

1. Members of the public who wish to address the Board on any agenda item(s), or on any non-agenda item(s) within the subject matter jurisdiction of the Board during a regular meeting only, should fill out a “Request to Speak” form prior to the start of the meeting and submit it to the Board Chair or Secretary. The Board Chair will then announce the person’s name during the public comment period and permit the person to address the Board. Public comment will be heard before the Board takes action.
2. Each person will be granted up to three (3) minutes to address the Board. Time limits for individual speakers will be doubled for members of the public who utilize a translator. If requested, the Board Chair may grant individual speakers additional time, circumstances permitting. The total time allotted to public comment is fifteen (15) minutes, although the Board Chair may extend this time limit, circumstances permitting.
3. Public comment on non-agenda items is not required during special meetings. Due to public meeting laws, the Board cannot discuss or take action on matters not appearing on the agenda. The Board, however, may briefly respond to statements made or questions posed, may ask a question for clarification, make a brief announcement or a brief report on its own activities, or give direction to staff.
4. The President and Board Chair may allow presentations by members of the public upon written request. Requests to make presentations must be received two weeks prior to the next regularly scheduled Board meeting. Such presentations may be placed on the agenda only after the President and/or Board Chair confirms that it directly relates to school business and is otherwise appropriate. No public presentation 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.

AGENDA

I. Call to Order at 6:03 PM

A. Roll Call

Board Members	Present	Absent
Dr. Kimberly Barraza Lyons, President	<u> X </u>	<u> </u>
Dr. Alfonso Bustamante	<u> </u>	<u> X </u>
Valerie Sullivan, Vice Chair	<u> X </u>	<u> </u>
Scott Overpeck, Chair	<u> X </u>	<u> </u>
Ben Stanphill, Secretary	<u> X </u>	<u> </u>
Boris Molina	<u> X </u>	<u> </u>
Staff/Other		
Kristin Collins, School Director	<u> X </u>	<u> </u>
Janine McFarlin, Interim Controller	<u> X </u>	<u> </u>
Mike Limon, Executive Director	<u> X </u>	<u> </u>

B. Approval of Agenda

II. Public Comment on Closed Session Items, If Any

Opportunity for members of the public to address the Board on closed session items

III. Adjourn to Closed Session

A. Staffing appointments/terminations/contracts/resignations (Gov. Code Section 54957)

B. Staff Evaluations/Privacy or Other Confidential Issues (Gov. Code Section 54957(b))

IV. Reconvene to Open Session and Report of Action from Closed Session, If Any at 7:07 PM

No action from closed session

V. Public Comment

No public comment

VI. Board and Staff Reports

A. Staff Reports

1. School Director – Kristin Collins

2. Executive Director – Mike Limon

- B. Operations Report – Josh Eng and Janine McFarlin
- C. Board of Directors Reports

VII. Items for Consent

Action on the items below will be made in one motion unless removed from Consent by a Board member. Items removed from Consent will be considered in the original agenda order immediately following action on Consent.

- A. Approval of Minutes from November 2018 Board Meeting
- B. Approval of Minutes from November 28, 2018 Special Board Meeting
- C. Ratification of November Check Register

Action: Approve Consent Items Listed Above	Motion: BS Second: KL
	Vote: 5 for 0 against

VIII. 4217 Resolution: Proposition 39 HVAC Vendor

Action: Award Contract to Diversified Thermal Services for items in quote dated 11/15/2018 for \$66,262.	Motion: BS Second: SO
	Vote: 5 for 0 against

IX. Allowance of Attendance due to Emergency Conditions

Action: Tabled, no action	Motion: ___ Second: ___
	Vote: ___ for ___ against

X. Two-Year Parking Renewal Agreement

Action: Approve contract with Sycamore Parking Concepts c/o Caribou Industries, Inc. dated 12/3/2018.	Motion: KL Second: VS
	Vote: 5 for 0 against

XI. Items for Future Meetings

The next regularly scheduled meeting is on January 9, 2019.

XII. Adjournment

The meeting was adjourned at 8:25 p.m.

OCEAA Board Update December 12, 2018

LCAP Goal 1: 100% Proficiency

❖ **Instructional Program & Achievement Updates** (K. Collins)

- The 2018 CA School Dashboard has been released. New this year are the Chronic Absenteeism and ELPAC indicators. (presentation by K. Collins)
 - <https://www.caschooldashboard.org/>
- 1st grade is piloting *Bring Science Alive!*, an NGSS-aligned curriculum in Spanish.
 - <https://www.teachtci.com/science/elementary-school/>
- Student-Led conferences on Nov 28 and Dec 5 were successful, especially in the upper grades where the culture of students being leaders of their own learning has shifted tremendously over the last 3 years.
- SAUSD visit is scheduled for Thursday, Dec 13, from 9:30-11:30 am. Marjorie Cochran, Charter Schools Liaison, and Sonia Llamas, Assistant Superintendent K-12 School Performance and Culture are attending.

❖ **Literacy Team Report** (M. Carrera)

- The trimester 2 cycle of intervention has begun
- Goal setting check-ins were held during conferences to facilitate collaboration between parents, teachers, intervention teachers, and students, in order to ensure academic success
- RTI committee met to discuss RTI referrals
- 9 students were referred and added to RTI
- 16 students were placed “on-watch” at the end of the first trimester because they made significant growth in reading- they will no longer be receiving pull out intervention

- **Looking ahead:**
 - RTI students will be given a packet for optional reading and writing practice to be completed during the break

❖ **Math Report** (N. Kubasek)

- Accelerated Math was piloted for 1st-3rd graders to test if this was a reasonable universal screener for lower grades.
 - Students were very excited to use the system and were able to complete it independently with minimal support
 - Overall we are not seeing students more than one year below grade level in 1-3rd grade

- A second round of Star Math testing was conducted this month and students are being evaluated for continuation or exit from intervention
 - We are going to only continue with students who are consistently 2 years or more below grade level (i.e a 5th grade scoring at 3.5 in Star Math)
- Factwise modeling is continuing based on teacher request and 3 times per week with Mrs. Garcia's third grade class
- 4th-8th grade teachers have administered the first math interim of the year and will be analyzing the data on December 17th
- **Looking Ahead**
 - Modeling of Eureka math lessons in the afterschool program and exploring support programs for extended day
 - December 18th we will have a TK-3 PLC and share-out successes with Eureka and Factwise

❖ **Technology Report** (M. Bennett Gee)

- 2018 Computer Science Education Week was December 3-9 and we used it to kick off our 2018-2019 school-wide Hour of Code with 8 classes: kinder (Gaytán and Gutierrez), 1st (Grajeda), 2nd (Vu), 3rd (De La Portilla), 4th (Arce) and 5th (Ibarra). All other classes will also do one class period of coding by mid-January.
 - During CS Education Week, we also hosted our first Family Code Night, an informal event during which students and their families were encouraged to share an Hour of Code activity in either [Spanish](#) or [English](#) with their families.
 - 8 families attended with the following students:
 - ◆ Kindergarten: 1
 - ◆ 1st grade: 0
 - ◆ 2nd grade: 1
 - ◆ 3rd grade: 4
 - ◆ 4th grade: 4
 - ◆ 5th grade: 1
 - ◆ 6th grade: 2
 - ◆ 7th grade: 1
 - ◆ 8th grade: 0
 - All families who attended chose to code in English
 - In the future, we will host another Family Code Night geared directly at Spanish-speaking families that will open with a presentation explaining what coding is and its importance in our students' educations.
 - A teacher Hour of Code is planned for the Professional Development days in December
- We have begun a [Pathway to Digital Literacy badging campaign](#) to motivate students to meet grade- and trimester-specific technology goals. Each student has begun collecting badges for meeting typing (number of words per minute with 90% accuracy or greater) goals and technology skills expectations (grade of 3-4

on Word Processing, Spreadsheets, Slides, Coding, Digital Citizenship, etc.). These passports will be displayed in the halls to celebrate our journey.

- The [#OCEAAtech website](#) continues to be updated with resources for parents and Spanish dual-immersion educators from this and our other tech work since our Tech Coordinator shared it with other dual-immersion educators at the San Gabriel Valley Computer Using Educators conference in October.
- The computers donated by the Coast Community College district arrived in room 214 in mid-November.
 - NIXSYS technicians tested each individual one and found that many needed to be recycled but that we have more than enough than will fit in room 214.
 - The new computers are planned to be set up over Winter Break and to be in use by the Digital Media Arts classes and others starting in January 2019.
- NIXSYS technicians have helped clean out a large amount of e-waste that was stored in the Annex and in room 214, and it was picked up over Thanksgiving Break.
 - This included the Mac minis that were previously in the room 214 Computer Lab.

❖ **Arts Report** (E. Vicario)

- Students in 6th/7th/8th visited the temporary OCMA, some were able to meet with the artists!
- Artist Dino Perez is working with our 2nd graders and will create a coloring book based on their sketches of our community. The partnership will culminate in an OCEAA family night.
- Arts PD in January will allow teachers time to refine plans, reflect on arts grades and plan for 2nd trimester student portfolios.

❖ **Professional Development**

- Standards and Assessment Network Meeting attended by K. Collins on 11/16
- Bilingual/EL Leaders Networking Meeting attended by M. Bennett-Gee on 11/27
- BELIEF/EL training attended by K. Collins on 11/29
- BTSA teachers conducting peer observations in December
- EL Education Partnership:
 - Marlynne Carrera and Christina Aranda attended the EL Education National Conference in Philadelphia on Nov 9-11.
 - The Coordinator Team has been reviewing EL Education's Core Practices as part of our partnership exploration.

- Nate Warner, Regional Director, will be on site Dec 12 to present EL 101 to stakeholders and teachers. He will also be meeting with school leaders to plan remaining service days and develop a draft partnership work plan.
 - A site visit to Conway Elementary in Escondido is planned in January.
 - The School Leadership Team will be attending OCDE's Universal Design for Learning (UDL) 101 training on January 29th as part of our MTSS grant initiative.
- December and January PD days will include: data analysis (CAASPP Interims and DRA), using the Illuminate Student Assessment System to improve formative assessment practices, arts integration, ELPAC orientation and collaborative planning.

LCAP Goal 2: 100% Biliterate/Bilingual

- ❖ English Learner report (M. Bennett-Gee)
 - ELAC Meetings:
 - During the November 9th, 2018 meeting, Monica Bennett Gee presented [OCEAA's Interim Reclassification Criteria and it was posted on the school website](#)
 - The December 7th meeting covered the topic of LCAP Goals (led by Claudia Sachs with Kristin Collins presenting)
 - The Summative ELPAC assessments have been ordered and are planned to arrive before Winter Break
 - Professional development on how to prepare students for the Speaking and Listening portions of the Summative ELPAC is planned for December 17th/18th and will be led by Monica Bennett Gee
 - Professional development on how to administer the Summative ELPAC will be given in January 2019 to the teachers and assistants who will proctor the exam

LCAP Goal 3 – 100% Safe, Healthy and Positive School Climate

- ❖ PBIS Counselor report (G. Castrillon)
 - PBIS - Continuing to implement PBIS Tiers of support
 - BEISY universal screener completed by TK and Kinder teachers - Will be deciding if screener will work for the upper grades

LCAP Goal 4 – 100% Parent-School Partnerships

- ❖ SSC meets on December 10th to monitor the progress of students receiving math and literacy interventions.
- ❖ ELAC (Ms. Sachs) - Parents in the ELAC committee have met twice this year to discuss items required by the state. During the October meeting, Ms. Bennett Gee presented to parents information regarding the format of the ELPAC and its scoring system. During the November meeting Ms. Bennett Gee presented to parents once again on the interim

reclassification criteria pointing out requirements related to ELPAC, CAASPP, local assessments and academic achievement, and teacher/parent consultation.

- ❖ Parent attendance was high at our Student Led Conferences on Nov 28 and Dec 5.
- ❖ Parent Workshops
 - Completed workshops include: Common Sense Parenting and Financial Literacy
 - Planned workshops include: Understanding Your Child's Behavior, Bullying, College Tour, College Prep/A-G Requirements, Ednovate/Legacy College Prep HS Day, other high school presentations.