

Orange County Educational Arts Academy
A California Public Charter School

BOARD OF DIRECTORS
MEETING MINUTES

Regular Meeting

September 11, 2019

6:00 p.m. – Closed Session

7:00 p.m. – Open Session

OCEAA School Library

825 N. Broadway, Santa Ana, CA 92701

MINUTES

I. Call to Order 6:02 PM

A. Roll Call

Board Members

Dr. Kimberly Barraza Lyons, President

Present

X

Absent

Dr. Alfonso Bustamante

X

Valerie Sullivan, Vice Chair

X

Scott Overpeck, Chair

X

Ben Stanphill, Secretary

X

Boris Molina – arrived at 6:30 PM

X

Staff/Other

Kristin Collins, School Director

X

Janine McFarlin, Interim Controller

X

Mike Limon, Executive Director

X

B. Approval of Agenda

II. Public Comment on Closed Session Items, If Any

No public comment

III. Adjourn to Closed Session 6:05 PM

A. Conference with Legal Counsel – Anticipated Litigation, Government Code sections 54954.5(c) & 54956.9 (d)(2).

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 7:04 PM

V. Public Comment

No public comment

VI. Board and Staff Reports

A. Recognition of OCEAA Anniversaries

The OCEAA staff and board recognized the following individuals for their years of outstanding service to OCEAA!

5 Years of Service

- Mayra Jimenez
- Karla Mandujano
- Patricia Valadez
- Mayra Aguilera
- Jocelyn Vargas
- Rocio Chavez Rubio
- Guillermina Gaytan
- Sylvia Levy
- Catalina Lopez
- Daisy Lopez
- Gudelia Penaloza
- Miriam Ramirez
- Patricia Saucedo
- Diana Vu
- Febe Barrera
- Araceli Duenas
- Terrie Rivera

10 Years of Service

- Ana Mejia
- Enrique Luna
- Maryel Gonzalez

B. Staff Reports

1. School Director – Kristin Collins
2. Executive Director – Mike Limon

C. Operations Report –Janine McFarlin

D. 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 August 2019 Board Meeting
- B. Ratification of August 2019 Check Register

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

VIII. Approval of 2018-2019 Unaudited Actuals

Action: Approve 2018-2019 Unaudited Actuals	Motion: BS Second: KL
	Vote: 5 for 0 against

IX. SELPA/SPED Consulting Invoices

Action: Authorize staff to perform additional due diligence and execute contract if in best interest of OCEAA	Motion: VS Second: SO
	Vote: 5 for 0 against

X. Items for Future Meetings

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

XI. Adjournment

The meeting was adjourned at 8:40 PM.

OCEAA Executive Director Board Report

September 2019

Mike Limon

1. ADA/Enrollment/ Recruitment/ Tours:

- a. Current enrollment is 627 students
- b. First day enrollment OCDE report was 608 students
- c. Tentative Tour Dates:
 - i. Sept. 20th, Oct. 4th, Jan. 17th, Feb. 7th and May 8th
- d. New registration tool (eCollect) is still undergoing implementation tactics to continue to evolve the system.

2. Student Recruitment and Retention:

- a. Team will be analyzing the rates of the parents that intended to return and did not. This will help plan out the ADA budget projection number for future years to come.
- b. We will start promoting middle school openings again.

3. Operational

- a. Main Building will need a complete roof build. Quote 1: \$200k, second bid in a few weeks.
- b. Elevator will need to be replaced soon, projected around \$80k.
- c. Annex Lease renewal 2020.
 - i. There are options to reconfigure our TK & K space, which need to be explored.
- d. We are continually researching refinance options as the market interests are favorable for us.
- e. Meals + Nutritional Services System up and running with a few external system compatibility issues that we are working through.
 - i. We are stuck using two online payment systems. One for KEDS (eFunds) and the other for nutritional services (K12 Payment Center). This is because of system compatibility.
- f. We are making changes to the front office team to create an opportunity for more efficiency and grow our customer service touch points.
- g. Parent newsletter has been redesigned and the frequency is twice a month
- h. Kicked-off our eRate annual planning meeting
- i. Charter Renewal Committee developed and kicked off standing meetings.

4. Funding:

- a. Applied for SB 740 for facility funding
 - i. We are now in “good standing” with SAUSD which has made us eligible for this.
- b. CDE Breakfast Grant: Applied and got awarded \$5k, just need to fulfill the remainder of grant. Funds have been received.
- c. Applied for \$5k grant through Disney for projectors
- d. Applied for Santa Ana Art Grant with “Faces of Santa Ana” for mural on main Building
 - 1. The City of Santa Ana did not fund us but “Sans Arts” Foundation through SAUSD has committed to fund this.
- e. Working through a “School Beautification Initiative” fundraising program. This has been kicked-off to staff, parent community next.
- f. We will be building a committee to develop 15th year OCEAA celebration event, which would serve as a fundraiser.

5. Safety & Security:

- a. Applied for training(s) with Reediness and Emergency Management for School, a federal program.
- b. Orange Coast College, College Public Safety is open to support our safety procedures.

6. Partner Development/Outreach:

- a. Sans Arts & Brian Peterson Grant
- b. Manny Escamilla – Santa Ana City Council Candidate – OCEAA Tour
- c. School Choice Fair – Exhibited in August
- d. Attended American Family Housing Fundraiser as a guest of City National Bank
- e. Invited to Good Will – OC Lunch and Learn for Oct
- f. Orange County Business Council, Latino Educational Attainment Reception – Attended
- g. Hispanic Lifestyle, Orange County Mixer – attending September
- h. Invited to Equality Awards in Los Angeles in October as guest of Spectrum Cable

OCEAA Board Update September 11, 2019

LCAP Goal 1: 100% Proficiency

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

- Eureka Math materials arrived and have been distributed
- CAASPP preview data was available August 19-21. Below is a summary and rationale for due preference in a renewal petition in which student achievement during the current charter term is the most important factor:

Overall and in significant subgroups, OCEAA significantly increased the percentage of students meeting or exceeding standards while significantly decreasing the percentage of students scoring below standard in both ELA and Mathematics from 2014-15 to 2018-19.

	English Language Arts % Proficient				Mathematics % Proficient			
	2014-15		2018-19		2014-15		2018-19	
	OCEAA	SAUSD	OCEAA	SAUSD	OCEAA	SAUSD	OCEAA	SAUSD
ALL	35	25	50.90	31.63	22	21	39.16	25.10
EL*	12	4	27	3	11	6	21	5
SED*	30	24	43	30	19	20	31	23
Hisp*	35	23	48	31	21	20	38	24

	English Language Arts % Below				Mathematics % Below			
	2014-15		2018-19		2014-15		2018-19	
	OCEAA	SAUSD	OCEAA	SAUSD	OCEAA	SAUSD	OCEAA	SAUSD
ALL	40	46	20.36	41.3	38	49	28.31	46.70
EL*	67	77	36	77	58	71	49	73
SED*	44	47	24	45	42	49	35	49.3
Hisp*	42	47	22	44	39	50	34	49

*OCEAA's significant subgroups are: EL (English Learner), SED (Socioeconomically Disadvantaged), and Hisp (Hispanic/Latino)

❖ **Math & Literacy**

- Slight delay in Universal Screening due to upload problems with Renaissance Reading & Math
- Push-in and co-teaching has been scheduled and begun with coaches and intervention teachers

❖ **Arts**

- Still hiring for middle school media arts
- Theater instructor is taking a 6 week leave
- Ritmos del Mundo tentatively scheduled for November 7th

❖ **Professional Development**

- Sarah Purdy, our EL School Designer, was on site Sept 4. She facilitated a Learning Walk with K. Collins, J. Chavez and P. Valadez (summary letter follows), consulted with grades 4-6, and led a Crew PD
- Eureka Math trainer will be here for a full day on Sept 27
- MTSS team will be learning the EduClimber data warehouse system this month.

LCAP Goal 2: 100% Biliterate/Bilingual

- ❖ Initial ELPAC testing should conclude this week
- ❖ We are participating in the Observation Protocol for Teachers of English Learners (OPTEL) Pilot Study

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

- ❖ Crew is established in all grades and is getting positive parent and student feedback
- ❖ Mastra Chavez, School Culture & Character Coordinator, is using universal screening results to organize Tier 2 supports.
- ❖ Food intake procedures have been revised for end of month parties
- ❖ Sept 6th assembly featured active audience participation to review of the 5 new character traits
- ❖ Sept 4 Coffee Chat continued with a share out of our universal behavioral and social emotional supports for students, with parent Q&A.

LCAP Goal 4 – 100% Parent-School Partnerships

- ❖ Back to School Nights were held for all grades
- ❖ SSC parent nominations yielded 4 nominations; 2 nominees agreed to accept for 2 open seats. Affirmation ballot goes out Monday.
- ❖ ELAC leadership team meeting is scheduled for Sept 13 to plan the first meeting agenda
- ❖ FSO is hosting a meeting on Sept 14 at 6:30pm in the library



September 6, 2019

Dear OCEAA teachers,

Thanks for welcoming us into many of your classrooms to observe crew on Wednesday, September 4th, for our learning walk. We visited 8 classrooms for 7 to 15 minutes each and observed many beautiful crew teaching and learning moments.

Our goals were to understand what our crew structure and culture look like at the beginning of the school year and to collectively explore our inquiry question: ***How do teachers foster a sense of belonging and community in crew?***

The strengths we observed were:

- Most classrooms had crew learning targets visible and there was evidence in some classes teachers had explained or unpacked them with students.
- Greetings were prevalent throughout the classes, from a Turkey Handshake in Kimberly's class, to high fives in Mayra's class, to sharing a detail about their family in Daisy's class, students connected with one another joyfully.
- All students were given opportunities to share their ideas and feelings through turn and talk structures.
- Students are learning and interacting with the habits like compassion and collaboration during their crew lessons.
- In some classes, teachers and students referred to previous lessons, suggesting the crew lesson was spread out over a couple of days or sequenced throughout the month.
- We could easily identify which part of the GRAD (Greeting, Reading, Activity, Debrief) structure students were engaging in during our visit.
- The class chant "Somos crew" in Maestra Grajeda's room created a class identity and fostered belonging.
- Movement through Mix N' Mingle transitions engaged students, brought more smiles, and even spotlighted some unique dance moves.
- Students were genuinely listening to one another and their crew leader.

The team had the following notices and wonders:

- *What do crew debriefs look like? Are they happening regularly?*
- *How is the activity time used in crew across a week? In particular, are students engaging in initiatives that allow them to practice applying the habit?*
- *What does crew planning look like at every grade level and are grade levels debriefing how their crew lessons are going so we can learn from one another?*

To support our implementation of crew, here are some concrete ideas:

- Experiment with different **debrief questions** during your crew meetings: Here is an [EL resource](#) with some questions to use with your students. Also, a simple debrief structure to remember is:
 - **What?** (What happened? What was the experience like?)
 - **So what?** (Why was this crew activity important for our classroom crew?)
 - **Now what?** “ (How will you act in the future? What should we remember?)
- During your planning process, spend time exploring how the initiative/activity helps students **engage deeply with the learning target** and how the crew lesson offers opportunities for **relationship building**. Feel free to reach out to Jessica, Sarah, or Kristin for thought partnership.

We want to ensure our learning walks and walkthroughs can be best used to share best practices, monitor progress, and support our growth as a school so thanks for your ongoing feedback of the process.

Sincerely,

Patty, Jessica, Kristin, and Sarah