

Orange County Educational Arts Academy
A California Public Charter School

BOARD OF DIRECTORS
MEETING MINUTES

Regular Meeting

August 12, 2020

6:00 p.m. – Closed Session

7:00 p.m. – Open Session

Teleconference

Zoom Meeting:

<https://zoom.us/j/96928065746?pwd=dmpRaXhoVSt3ckUxc2FicjliNzBzQT09>

Meeting ID: 969 2806 5746

Password: board

MINUTES

I. Call to Order

A. Roll Call

Board Members

Dr. Alfonso Bustamante

Valerie Sullivan

Scott Overpeck, Chair

Ben Stanphill, Secretary

Boris Molina

Carmen Aparicio

Staff/Other

Kristin Collins, School Director

Janine McFarlin, Treasurer

Mike Limon, President/Executive Director

Present

Absent

X

X

X

X

X

X

X

X

X

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 6:03 PM

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

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

IV. Reconvene to Open Session and Report of Action from Closed Session, If Any 7:06 PM

V. Public Comment

No public comment

VI. Board and Staff Reports

A. Staff Reports

1. School Director – Kristin Collins

(a) Schedule has been delivered to parents. Lunch and breakfast service from 12-2, so students can get food if needed after the school day. Schedule gets all the instructional minutes for kindergarten, 1st-5th grade need an additional 40 minutes they'll need to get. 6th-8th grade gets a bit of a longer day since they have a bit more to cover.

(b) Seesaw subscription just got activated.

(c) Chosen from Federal Program Monitoring. Lots of oversight, lots of things they will be looking at. Deadline for uploading is September 18th, Week of October 19th-23rd is the review

(d) Highlighting Parent involvement policy.

2. Executive Director – Mike Limon

(a) 627 students enrolled at OCEAA! Front office did entire registration process virtually this year, and it worked!

(b) Continuing federally funded Summer Meal Program through August 28th, then moving over to National School Lunch Program. Free lunch application was digital this year and integrated in registration platform.

(c) Updating KEDS, were hoping to do staff childcare, but that's on hold right now. Working with OC Department of Health.

(d) Hosted all-staff town hall to welcome everyone back on 8/11.

(e) Many of our vendors are running late, more students are needing technology than who registered for it. We think we'll be able to cover everyone but it'll be tight.

(f) Boys and girls club collaboration is on the back burner for now, too many uncertainties right now.

B. Operations Report –Janine McFarlin and Kristin Nowak

1. Added about \$800k to budget due to new Learning Loss Mitigation Fund and walkback of the LCFF cuts. Deferrals were also softened which should solve our cash flow issues. Valerie: Where did LLMF come from? KN: CARES act from Federal Government. Ben: We went back and forth with the teachers on salaries earlier this year, please keep an eye on them as you redo the budgets over the next few months

2. Action item for later EPA resolution is for Education Protection Act: “We promise to use these funds for instructional purposes.” This will need to get posted to website.

3. ConApp/Title funding

C. Board of Directors Reports

1. Board Recruitment

VII. Amend Consent items to include Approval of July Regular Board Meeting and June Special Board Meeting Minutes, update Check Register from April to May 2020

Action: Move to amend consent agenda to include Approval of July Regular Board Meeting and June Special Board Meeting Minutes, update Check Register from April to May 2020.	Motion: BS Second: SO
	Vote: BS, VS, CA, BM, SO for

VIII. 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 ~~May~~ July 2020 Board Meeting
- B. Approval of Minutes from June 10 2020 Special Board Meeting
- C. Approval of Minutes from June 23 2020 Special Board Meeting
- D. Ratification of ~~April~~ June 2020 Check Register

Action: Approve Consent Items Listed Above	Motion: BS Second: CA
	Vote: BS, VS, CA, BM, SO for

~~IX. Dual Language Immersion Master Plan~~

Action:	Motion: ___ Second: ___
	Vote: ___ for ___ against

X. Parent Involvement Policy

Action: Approve Parent Involvement Policy as Presented	Motion: SO Second: BM
	Vote: CA, BS, VS, BM, SO for

XI. Revised School Calendar

Action: Accept revisions to the school calendar	Motion: SO Second: VS
	Vote: CA, BS, VS, BM, SO for

XII. Approve EPA Resolution

Action: Approve as presented	Motion: BS Second: VS
	Vote: CA, BS, VS, BM, SO for

XIII. Approve Application for Title Funding, Certificate of Assurances, and Protected Prayer Certification

Action: Approve as presented	Motion: BS Second: VS
	Vote: CA, BS, VS, BM, SO for

~~XIV. Approval of Line of Credit Proposal~~

Action:	Motion: ____ Second: ____
	Vote: ____ for ____ against

XV. Approval of Injury and Illness Prevention Plan

Action: Approve Injury and Illness Prevention Plan Covid-19 Addendum	Motion: BS Second: CA
	Vote: CA, BS, VS, BM, SO for

XVI. Approval of Health and Safety Policy for Covid-19

Action: Approve Health and Safety Policy for Covid-19	Motion: SO Second: CA
	Vote: CA, BS, VS, BM, SO for

XVII. Approval of Telework Policy

Action: Approve Telework Policy	Motion: SO Second: BS
	Vote: CA, BS, VS, BM, SO for

XVIII. Items for Future Meetings

The next regularly scheduled meeting is on September 9, 2020.

XIX. Adjournment

The meeting was adjourned at 8:32 PM.

OCEAA Board Update August 12, 2020

LCAP Goal 1: 100% Proficiency

- ❖ **Instructional Program & Achievement Updates** (K. Collins)
 - OCEAA's academic program will begin the year with 100% distance learning.
 - The instructional day is under development and will be finalized and publicized August 10th.
 - Selected [Seesaw](#) as our learning management system for all grades; more appropriate for lower grades, better parent access to assignments for monitoring, and all Google apps can still be used and integrated.
 - Rolling out program info and parent meetings this week
 - OCEAA has been selected for Federal Program Monitoring (FPM) in two categories: Title 1 (Compensatory Education) and Title 3 (English Learners). Federal and state laws require the California Department of Education (CDE) to monitor implementation of categorical programs operated by local educational agencies (LEAs). LEAs are responsible for creating and maintaining programs which meet minimum fiscal and programmatic requirements.
 - FPM [FAQs](#)
 - Parent Engagement Policy

- ❖ **Professional Development**
 - Pre-service week 1 focused on Crew & social emotional learning, tech training and math/literacy training for distance learning. Week 2 includes additional tech training, SPED team roll out, ELD training and team planning.
 - Stephanie Church from Futures Education was onsite August 3-7 to meet individually train SPED team members, set up SPED files, facilitate the kick-off Sped Team meeting and coordinate with K. Collins.

LCAP Goal 2: 100% Biliterate/Bilingual

- ❖ Plans and procedures for ELPAC training are in progress.
- ❖ Language Allocation PLAN has been updated for distance learning.
- ❖ Designated/Integrated ELD has been built into all grade level schedules
- ❖ Dual Language Immersion Master Plan forthcoming and to be shared with ELAC prior to next board meeting

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

- ❖ Staff and student crew training has prepared teachers to start the year with a focus on student relationships and social emotional wellness
- ❖ New referrals made to ASES grant based on last year's experience with distance learning.
- ❖ Behavior and mental health support referrals have been revised.

- ❖ Attendance policies have been updated.

LCAP Goal 4 – 100% Parent-School Partnerships

- ❖ K. Collins and M. Ramirez hosted a Coffee Chat focused on academic programming on July 31 which is posted on OCEAA's YouTube channel.
- ❖ Ongoing parent engagement for the development of the Learning Continuity and Attendance Plan, Single Plan for Student Achievement and Parent School Compact will continue this month.

OCEAA 2020-21 School Year Revised July 27, 2020

Month	S	S	M	T	W	H	F	S	S	M	T	W	H	F	S	S	M	T	W	H	F	S	S	M	T	W	H	F	ST	ST	T	T	#A	#B	#D	#Student	#Staff												
July																																																	
August			3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31							11	20																		
September				1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30					21	21																		
October					B	D	A	B			B	D	A	B	A	B	D	A	B	A	B	D	A	B	A	B	D					22	22																
November					1	2		5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30			15	15																		
December																											14	14																					
January																											16	19																					
February																											18	19																					
March																											23	23																					
April																											17	17																					
May																											18	20																					
June																											0	0																					

175 190 69 70 36 175 0 175 Instructional days 190 Duty days

T1=54 days
T2=63 days
T3=58 days
175

OCEAA WILL BEGIN SCHOOL WITH 100% DISTANCE LEARNING PER COVID MONITORING METRICS

- New Staff Orientation
- Student free PD day - no in-person or distance learning
- Prep/checkout
- End of trimester

***WHEN COVID MONITORING CONDITIONS ARE MET, AND IN-PERSON INSTRUCTION CAN BEGIN WITH SOCIAL DISTANCING, AN A/B/D SCHEDULE MAY BE IMPLEMENTED**

- A/B In-person days when COVID Monitoring conditions are met
- Distance Learning days - targeted small group instruction on site, parent communication, planning and PD (10/28 and 2/24 Grading days)

*** NOTE: This is an interim plan for face to face instruction; plans may evolve based on safety requirements or learning needs.**

2020-21 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca20assurancetoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Kristin Collins
Authorized Representative's Signature	
Authorized Representative's Title	Scholl Director
Authorized Representative's Signature Date	07/15/2020

*****Warning*****

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2020-21 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring and Support Office, frozic@cde.ca.gov, 916-319-0269

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Kristin Collins
Authorized Representative's Title	Schol Director
Authorized Representative's Signature Date	07/15/2020
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the Comment field. (Maximum 500 characters)	

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2020-21 Application for Funding

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	05/22/2020
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District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

DELAC representative's full name (non-LEA employee)	Ricardo Vasquez
DELAC review date	05/22/2020
Meeting minutes web address <small>Please enter the web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a web address is not available, then the LEA must keep the minutes on file which indicate that the application was reviewed by the committee.</small>	http://www.oceaa.org
DELAC comment <small>If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)</small>	

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	Yes
Title III Immigrant ESEA Sec. 3102 SACS 4201	Yes

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2020-21 Application for Funding

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127	Yes
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ORANGE COUNTY EDUCATIONAL ARTS ACADEMY
RESOLUTION

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby adopts the foregoing resolution.

BE IT FURTHER RESOLVED, that the Education Protection Account funds to be received by ORANGE COUNTY EDUCATIONAL ARTS ACADEMY in FY 20-21, in the estimated amount of \$501,579, will be used solely for instructional, non-administrative expenses.



TITLE: Parent Involvement Policy

PURPOSE:

The Orange County Educational Arts Academy (“OCEAA”) charter, submitted to (10/15/19) and approved by Santa Ana Unified School District (12/17/19), addresses parent involvement directly in numerous locations (Element 1 The Educational Program and Element 4 Governance).

This policy clarifies our commitment to meeting federal obligations.

POLICY:

The Governing Board of OCEAA abides by the philosophy that parents are partners in their student’s education. The administrative designee will strive to create a warm and welcoming environment for parents, one in which they feel the desire to be active members of their child’s education.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The designee shall regularly evaluate and report to the Board on the effectiveness of OCEAA's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

The designee shall ensure that OCEAA's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students. Those strategies shall establish expectations for parent involvement and describe how OCEAA will carry out each activity listed in 20 USC 6318.

The designee shall consult with parents/guardians students in the planning and implementation of parent involvement programs, activities, and regulations. As noted in 20 USC 6318, the designee shall involve parents/guardians of students in decisions regarding how Title I funds will be allotted for parent involvement activities.

The designee shall facilitate the development of a school-level parent involvement policy in accordance with 20 USC 6318. This will be approved with and included in OCEAA's Family Handbook.

Policy – OCEAA
Date Reviewed:
Date Approved: