

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

February 11, 2009

6:00 pm

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 in our meetings, 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 Chairman, an individual must write their name and the agenda item(s) on the cards provided and submit this to the Chairman or Secretary. The Chairman 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 Chairman 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. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3 minutes) each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to responds to your concern or you may be offered the option of returning with a citizen-requested item.
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 secretary no later than 10:00 a.m., two weeks, and (fourteen days), prior to the Board meeting to coincide with the agenda timeline. 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

Meeting was called to order by the Board Chair at 6:10 p.m.

B. ROLL CALL

	Present	Absent
Kristin Collins, Board Chair	<u> X </u>	<u> </u>
Dr. Alfonso Bustamante, Vice Chair	<u> X </u>	<u> </u>

Dr. Kimberly Barraza-Lyons, President	<u> X </u>	_____
Norman Rogers, Treasurer	<u> X </u>	_____
Bobbie Kraus, Secretary	<u> X </u>	_____
Joseph Matthews, Member	<u> X </u>	_____
Narinder S. Mahal, Member	<u> X </u>	_____
Michelle Navarro, Member	<u> X </u>	_____
Shannon Freedman, Member	<u> X </u>	_____
Linda Hardman Greene, Principal	<u> X </u>	_____

C. FLAG SALUTE

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 Committee update – Norm Rogers

Committee met. It is trying to match our ledger to Sandro’s ledger. Not much info from state yet. \$231,800 Bank of the West; \$ 166,000 still being processed.

Parent/Staff Recognition – Michelle Navarro

Wants to maybe recognize efforts by parents and staff

Prioritizing and Delegating Board Work – Kristin Collins

Start working on getting charter renewed – Charter expires 2010.

Strategic plan for renewal: Processing and presenting achievement data; possible other criteria in lieu of API; Develop SAUSD board relations; OCDE advocacy

Financial oversight

We now have budget committee; we should consider having an audit committee

Strategic planning – facilities/fundraising

PR and fundraising

Arts

Library

Ongoing development of knowledge/skills

Board roles/responsibilities

Charter issues

Legal issues

Operation issues

Pr & fundraising

General governance

III. ITEMS SCHEDULED FOR INFORMATION

Principal report – Linda Hardman Greene

Student Achievement

- ❖ RESULTS reading assessments for decoding, fluency and comprehension, being administered
- ❖ Writing assessments to be graded as a staff on Feb. 20

Professional Development

- ❖ CST/APRENDA data shared with staff last week. Next step will be to look at each individual student to analyze where they need support
- ❖ RESULTS Day 2 – Feb. 23 & 24 – teachers will take RESULTS data and analyze to support student learning
- ❖ Insight Strategic Planning Day 3– Feb. 17 – worked for 2 days and have an initial draft. Will spend the 3rd day finalizing and reworking timeline
Parents/board members/staff came together to work with Insight the first two days
Need high standards for instruction
Goal is to have timeline by end of Tuesday’s meeting
- ❖ Arts Advantage Day 2– Feb. 27 – worked with experts in the field to refine our arts goal (established during Insight planning) and will integrate into Insight timeline. Day 3 will be used to finalize this goal

Arts Update

- ❖ Barnes & Noble fundraiser – March 2nd Family Day

Technology

- ❖ Tech. Comm. using what was discussed at Insight planning to identify 2 benchmark goals K-8 and vertically articulate implementation.

Dual Language

- ❖ 2008 – 6th grade data shows our dual students outperform 6th grade students at district and state level on CST L. Arts in English
- ❖ Foreign Language Assistance Program (FLAP) grant posted, OCEAA will apply

Special Education

- ❖ Our psychologist has returned to OCEAA for one day a week. If she is not busy at OCEAA, she will go to her other school.

Budget

- ❖ Began to identify what areas we need to track and will give that information to Sandro so he can align our line item numbers
- ❖ Staff informed of salary freeze for 2009/10 for all employees

Human Resources

- ❖ Employee Handbook returned from legal counsel. Sylvia and Linda are finalizing the leave section – looking at other charter schools and comparing what they offer to what we offer

Nutritional Services

- ❖ Chef Sean pulled all peanut products immediately

Facility

- ❖ Still need support getting the cross walk up
- ❖ Roof – large metal unit removed. Waiting for OK from roofer to begin to replace roof

Other:

Recruiting

- ❖ Kinder sibling priority registration will take place on Feb. 18th (8:30-10:30 am & 3:30-5:30 pm)
 - ❖ Monthly Tour –Feb. 27 & Mar. 13
- 6th Grade Science School
- ❖ Feb. 10-13

Donations:

January 2009

- 1/14/09 - Consuelo Sanchez Extra School Refrigerator \$120.00
- 1/20/09 - Broadway On Tour Rent \$500.00

Arts Advantage update Webinars coming up re arts in the schools

FSO report – Berene Lindbeck

Jogathon – decided to walk back; stadium is arranged with the City – City was very helpful; maybe try to get PR from OC Register

Grant written to Target for additional field trip which we got so 1st grade will go to La Habra children museum

96 parents at Jan tour/80 at Feb tour, Feb 27 and March tours coming up

Include parents in revised mission statement process

Budget Overview – Sonali Tucker, CSMC

Presentation re revenue sources; various grants available to schools; went over state and federal categorical funding; Reviewed projected revenue disbursements and actual/current year disbursements and deferrals; Reviewed OCEAA monthly budget to actual report for period ending 12/31/08.

IV. FOR BOARD DISCUSSION

A. Charter Renewal Process

Understanding the process

Collaborative effort b/w school and board

Education Code sets forth what charter schools need to meet

Linda will bring criteria to next meeting

Need to show compelling data re student's achievement

1-Board relations with the district – get one on one with board members, invite them to the school Joe will head committee re external stakeholder relations: Kim and Al will start outreach; Narinder will interface with Jane Russo

2-Strategic planning: Achievement data, criteria in lieu of API – Linda, Michelle and Kristin

3-Financial oversight, budgeting, auditing, facilities, PR & fundraising – Norm & Shannon; Al will look into website re-design

- B. Audited Financial Statements for Year End June 30, 2008 - Tabled
- C. Parent/Staff Recognition
Students nominate staff, staff nominates parents
Recognition committee – Joe and Michelle
- D. Prioritizing and Delegating Board Work
See sec. A above

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 Results Reading Assessment Training - \$10,600.00

It is recommended that the Board approve Consent Agenda Items: A	Motion: ab Second: nr	Action: aye Vote: 9-0
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VI. ITEMS SCHEDULED FOR ACTION

- A. Approve OCEAA Audit for Year-End June 30, 2008 - Tabled

It is recommended that the Board approve Agenda Item A.	Motion: ____ Second: ____	Action: ____ Vote: ____
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- B. Approve Board Minutes for January 14, 2009.

It is recommended that the Board approve Agenda Item B.	Motion: kbl Second: ab	Action: aye Vote: 9-0
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VII. CLOSED SESSION

Closed session – Personnel

VIII. PUBLIC SESSION

RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at 8:27 p.m.

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present): None.

IX. ADJOURNMENT

The meeting was adjourned at 8:27 p.m.

Next regularly scheduled meeting Wed., March 11, 2009, at 6:00 PM