

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

Wednesday – September 10, 2008

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 respond 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, (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 6:18 PM

B. ROLL CALL

	Present	Absent
Kristin Collins, Board Chair	___ X ___	_____
Dr. Alfonso Bustamante, Vice Chair	___ X ___	_____
Dr. Kimberly Barraza-Lyons, President	___ X ___	_____
Bobbie Kraus, Secretary	___ X ___	_____
Norman Rogers, Treasurer	___ X ___	_____
Joseph Matthews, Member	___ X ___	_____
Narinder S. Mahal, Member	___ X ___	_____

Linda Hardman Greene, Principal X _____

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.

- Elizabeth Bausman spoke and asked the Board to hold off on approving the Wellness Policy because the information has not been provided to everyone and more input regarding the policy is needed.

B. **FOR INFORMATION/BOARD**

Narinder Mahal discussed his meeting with Superintendent Russo. Superintendent Russo showed surprise when she learned OCEAA had purchased its building, but was very pleased and congratulated OCEAA. She expressed an interest in attending an upcoming Board meeting. Overall, the meeting with superintendent Russo was very positive.

Kristin Collins reported that the Board held its annual organizational meeting that was attended by herself, Bobbie Kraus, Norm Rogers, and Kimberly Barraza-Lyons. The Board elected officers as follows: Norm Rogers was elected treasurer, Kimberly Barraza-Lyons was elected president, Bobbie Kraus was elected secretary and Kristin Collins was elected chairman of the Board. It was noted that the Board still needed a vice chair to facilitate meetings in Kristin absence; Alfonso Bustamante volunteered to be vice chair.

Kristin also reported that the Board discussed organizing Board work, coordinating with Linda Hardman Greene to map out committees that were reporting to Linda and those reporting to Board. Kristin was to meet with Linda Hardman Greene on Thursday to analyze the existing committees and see what others may be needed.

Linda Hardman Greene discussed strategic planning and stated that she is waiting for testing data results. She also discussed two Board opportunities in Long Beach that she thought would be very helpful.

Norm Rogers presented an update from the budget committee. There was not much to report; there were no numbers from state yet.

III. ITEMS SCHEDULED FOR INFORMATION

Principal report – Linda Hardman Greene
Arts Update

- ❖ OCPAC Residency
- Professional Development
- ❖ Curriculum Planning Time
- Student Achievement
- ❖ Insight Education Group, Inc. – visitation on Sept. 16th. Need Board representation (self-eval. survey & focus group).
- Nutritional Services
- ❖ Breakfast numbers up
- ❖ Wellness Plan update – Board approved plan, since then the plan has been further developed. It was recently shared with committee (stakeholders) for further revisions & they will have it ready for Board approval by next Board meeting (Oct.)
- Special Education
- ❖ Met with SAUSD (Barbara Cummings) to help set up RtI/SST system so it streamlines into SAUSD Special Ed. system
- ❖ New Psychologist – Trisha Crosby Cooper
- ❖ New Speech Pathologist – Caitlyn Struelens
- ❖ RSP part-time assistance – Kathy McGill
- ❖ Still waiting for RSP instructional assistant (bilingual) they currently do not have any candidates, position not filled by them since last year
- Human Resources
- ❖ 6 staff (4 kitchen/2 dining hall) being processed, waiting for finger prints
- ❖ 2008/09 Open positions:
 1. Playground assistant/dining hall lead
 2. Culinary Lead
 3. Bilingual Instructional assistant
- Facility
- ❖ Setting up meetings with roofers for next week
- ❖ Working on getting cross walk and school zone signage
- Other
- ❖ District invited us to join their Disaster Preparedness Team
- ❖ Picture Day – October 23rd

Donations:

June:

FSO - International Festival: Copy Machine - \$1,817.00
iGIV.COM Art Supplies - \$45.18
Valencia/Abramson (4th) (Ameri-Corp) Bus Donation - Beach clean-up - \$320.00
Reyes (3rd) Bus Donation - \$20.00
Guzman (5th) Bus Donation - \$50.00
Chavez (5th) Bus Donation - \$365.00
Woo (3rd) Bus Donation - \$9.00
Ortiz (2/3) Bus Donation - \$20.00
Reyes (3rd) Bus Donation - \$10.00
Teresa Mendez & Elizabeth Bausman 8th Grade Graduation - \$75.00

July:

Broadway on Tour Use of Facility Donation - \$500.00

August:

2 Way CABE Bus Donation - \$200.00
iGIV.COM Art Supplies - \$0.22

FSO report – Berene Lindbeck reported on the Mexican Independence celebration being planned by FSO. Sunday is the Mexican Independence Day parade and OCEAA will have a float representing the State of Sonora. Fundraisers are ongoing, cookie dough

sales, etc., and they have had a good response to membership. Changes have been made to the bylaws with proposed amendments presented to the Board.

Budget Update – Sandro Lanni gave an update re budget/financials. Unrestricted net asset is what we are worth, \$770,000 increase from prior year. Financially OCEAA is healthy – last year was a good year financially and this year should be good too. The facilities funding measure (SB658) is just a charter school measure. OCEAA should get another \$300,000 for the 08/09 school year plus the 07/08 reimbursement. The funds can be used for capital improvements. Because of the facilities windfall this year it might be time to consider what use can be made for the roof re extra space. Sandro will be here for the October Board meeting and will do the first quarterly review of budget. The finals should be ready for SAUSD by Nov. 15.

IV. FOR BOARD DISCUSSION

Kristin Collins discussed the bylaw revisions that were agreed to at the Board’s annual general meeting. These included changing sec. 17 to reflect the correct time and day of the meeting; changing the “Chief Financial Officer” designation to “Treasurer” to reflect actual usage. Other items discussed but not acted on included clarifying the language in the bylaws regarding Board term limits and possibly adding more seats to the Board. Kristin noted that most charter schools do not have less than nine members on their boards.

The Board also reviewed the FSO’s revised bylaws, noting only minor, typographical errors.

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.

VI. ITEMS SCHEDULED FOR ACTION

- A. Approve Board Bylaw revisions

It is recommended that the Board approve Agenda Item A.	Motion: <u>AB</u> Action: <u>Pass</u> Second: <u>KBL</u> Vote: <u>6-0</u>
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- B. Approve Wellness Policy – Tabled

It is recommended that the Board approve Agenda Item B.	Motion: _____ Action: _____ Second: _____ Vote: _____
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C. Approve FSO Bylaw revisions

It is recommended that the Board approve Agenda Item C.	Motion: <u>AB</u> Action: <u>Pass</u> Second: <u>NR</u> Vote: <u>6-0</u>
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D. Approve Budget

It is recommended that the Board approve Agenda Item D.	Motion: _____ Action: _____ Second: _____ Vote: _____
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E. Approve Board Minutes for March 17, 2008, April 9, 2008, May 14, 2008, June 11, 2008, July 14, 2008, July 19, 2008, August 13, 2008, and August 15, 2008

It is recommended that the Board approve Agenda Item E (w/ deletion of 5/19/08 minutes).	Motion: <u>AB</u> Action: <u>Pass</u> Second: <u>KBL</u> Vote: <u>6-0</u>
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F. Approve purchase order for Apple, Inc. in the amount of \$21,614.34

It is recommended that the Board approve Agenda Item F.	Motion: <u>AB</u> Action: <u>Pass</u> Second: <u>NR</u> Vote: <u>6-0</u>
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G. Approve resolution to open checking account for Social Committee

It is recommended that the Board approve Agenda Item G.	Motion: <u>JM</u> Action: <u>Pass</u> Second: <u>AB</u> Vote: <u>6-0</u>
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VII. CLOSED SESSION

54956.8. Personnel

VIII. PUBLIC SESSION

RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at 8:25 p.m.

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present).

IX. ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Next regularly scheduled meeting is Wed., October 8, 2008, 6:00 PM