

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

September 9, 2009

6:30 p.m. – Closed Session

7:00 p.m. – Open Session

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, 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 Board Chair, an individual must write their name and the agenda item(s) on the cards provided and submit this to the Board Chair or Secretary. The Board Chair 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 Board Chair 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. These presentations are limited to three (3 minutes) each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Due to public meeting laws, the Board can only listen to your issue, not respond or take action. The Board, however, may give direction to staff to respond to your concern.
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 7:31 p.m.

B. ESTABLISH QUORUM

C. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

D. ADJOURN TO CLOSED SESSION – Items Scheduled for Closed Session:

None.

E. CALL TO ORDER – REGULAR SESSION

F. ROLL CALL

	Present	Absent
Kristin Collins, Board Chair	_____	x
Dr. Alfonso Bustamante Vice Chair	_____	_____
Dr. Kimberly Barraza-Lyons President	x	_____
Norman Rogers Treasurer	x	_____
Bobbie Kraus Secretary	x	_____
Joseph Matthews Member	x	_____
Michelle Navarro Member	x	_____
Shannon Freedman Member	_____	x
Linda Hardman Greene, Principal	x	_____

G. FLAG SALUTE

H. REPORT OF CLOSED SESSION DECISIONS

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

Charter Renewal – Michelle Navarro/Bobbie Kraus

Email was sent out to Ron Murrey, et al., with no response to date. We confirmed our understanding of the results of the recent meeting and also set out our proposed dates for submitting a drafter renewal Charter. We are still waiting to hear our API results to figure out how to amend our charter. Michelle Rodriguez, Mavis Mitchell and Dawn Miller will be here on the 14th. At that time we will confirm that they got our email and are expecting something from us on October 1. They will be at OCEAA at 8:30 and are welcome to stay for lunch. Our latest charter version was sent to legal counsel for his input and he

knows our deadline is October 1. We are supposed to go through the charter and make changes to reflect our current status. Still need to look at independent study re possible large student absences.

Budget Update – Norm Rogers

Good news is that we finished last year with good reserves. We have \$900,000 at Orange County Dept. of Education; the bad news is that the current school year is trickier for funding than last year. We need to stay frugal for rest of year. The June budget needs to be re-tooled because of new hires/additions to staff. The state is playing games with how the school is getting paid. We usually would get something every month but the state is changing this and pushing stuff back to next year as much as possible. That said, we are in a better position than a lot of schools (i.e., SAUSD).

Revisions to Board Policy No. 7 – Bobbie Kraus

Policy No. 7 re placing items on the agenda and providing packets of information was amended to more closely reflect what we have been doing in practice. If a member of the public wants to place an item on the agenda it must be submitted in writing to either the President or Board Chair 2 weeks before the meeting and they have to approve the item to ensure that it comports with the schools business. The individual placing an item on the agenda is responsible for providing any information packets, rather than putting that onus on the principal. The policy now reflects that the secretary, not the principal, is tasked with preparing the agenda.

III. ITEMS SCHEDULED FOR INFORMATION

FSO report – Esther Chavez

1st general meeting with families - approximately 100 parents showed. Kimberly was present and Esther really appreciated that. The transition of officers has been accomplished but some are new and still learning. Membership is looking pretty good. The addition of a “donation line” has raised about \$700 just in donations. We have raised about \$1,700 in membership. Last year the total was \$2200 so \$1700 is good. Esther wants to see 100% membership from the board. Friday is 1st FSO event which is Hispanic Heritage celebration (not just “Mexican” celebration) – the Mexico consul, Jose Solario, Lou Correa, someone from the consulate, still trying to confirm someone from El Salvador consul will be attending. Catalogue sale concluded 140 envelopes turned in; kids art note cards will be starting next week; \$15,000 in savings account intended for school use; school hasn’t decided what to do with money; cd will mature on 21st; originally was for additional playground equipment but not enough room for more equipment; dani rush might have some idea about how to use the funds; fso does not have a designated place for it but just wants to help the school

Principal report – Linda Hardman Greene

Student Achievement

- ❖ Math Benchmarks identified and administered

- ❖ First Writing assessment administered
- ❖ First Reading assessments in progress
- ❖ CELDT in progress
- ❖ School-wide focus on learning objectives for students
 - Lesson plans reviewed weekly and feedback given
 - Classroom walkthroughs weekly with feedback given
- ❖ Data Director question bank purchased 2nd – 8th grade – teachers will have access to standards based questions to assess student mastery of essential standards; just introduced it but all teachers are not trained on it; plan is to go over how to make use of this on Sept. 23

Professional Development

- ❖ Data Director Part I – teachers have access to CST data and have identified students at each band (Advanced, Proficient, Basic, Below Basic & Far Below Basic). With this information, and the information gathered from above assessments, they will plan for Goal Setting Conferences with parents at the end of Sept. Data will also be shared with students to set individual goals.
- ❖ New teachers will get trained in RESULTS reading assessments (9/10/09)
- ❖ All teachers have developed a Professional Learning Plan (PLP) and administration is meeting with each teacher individually to review. 2 parts: looking at standards for teachers, choosing 3 and setting goals; 2nd focused on students and setting goals in math and language arts, very open ended.

Arts Update

- ❖ Arts residencies began last week. They will be at OCEAA for 8 weeks training our teachers and students in all four of the arts disciplines.

Special Education

- ❖ SAUSD Speech and RSP calendar aligned to OCEAA's Speech & RSP services have begun.
- ❖ Staff
 - 1 full time RSP teacher
 - 1 part time RSP teacher (3 hours/5 days a week)
 - 1 part time RSP instructional aide (3 hours/5 days a week)
 - 1 part time Speech pathologist (2 days/week)
 - 1 part time Psychologist (2 days/week)
 - 1 part time DIS Counselor (as needed per students' IEPs)
 - 1 part time Occupational Therapist (as needed per students' IEPs)
- ❖ A family filed for due process. A resolution hearing was held last Friday and an offer was presented. OCEAA has 6-7% students in special ed; we aren't really high but fall in the middle; 10 students are lined up to be assessed; Tara has 30 students on her caseload, which is high.

Human Resources

- ❖ On August 14, 2009, information on comparable dental plan was sent to union representatives for review. We received a letter dated August 17, 2009, confirming their receipt and letting us know we would hear from them soon. We are still waiting for union's response or for an initial meeting to be set up – potential savings to school of approximately \$6,000.00

Budget

- ❖ Exemption request processed by SAUSD.

Facilities

- ❖ Lesley University is leasing our library to host their master's in the arts classes held on Saturdays and Sundays once a month. They will donate computer equipment in lieu of cash payment.

Other

- ❖ Back to School Nights – final evening tomorrow for kinder.

Donations:

August 2009 - None

IV. FOR BOARD DISCUSSION

- A. Revisions to Board Policy No. 7 - None

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 \$7000.00 Invoice for Elmo Document Cameras and Projectors

It is recommended that the Board approve Agenda Item A.

Motion: nr Action: pass Second: ab Vote: 5-0

VI. ITEMS SCHEDULED FOR ACTION

- A. Approve Board Minutes from 8/10/09 Meeting – Tabled

It is recommended that the Board approve Agenda Item A.	Motion: _____ Action: _____ Second: _____ Vote: _____
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B. Approve Revisions to Board Policy No. 7

It is recommended that the Board approve Agenda Item B.	Motion: ab Action: pass Second: kbl Vote: 5-0
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VII. ADJOURNMENT

The meeting was adjourned 8:01 p.m.

The next regularly scheduled meeting is Wed., October 14, 2009, at 6:30 p.m. – Closed Session and 7:00 p.m. – Open Session.