

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

May 11, 2011

6:00 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 President and/or Board Chair in writing two weeks prior to the next regularly scheduled Board meeting. The President and/or Board Chair shall determine whether the citizen request is or is not an item directly related to school business prior to it being placed on the agenda. No citizen-requested item shall be placed on the agenda if it is repetitive of a previous item placed on the agenda and considered by the Board. 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

The Board Chair called the meeting to order at 6:04 p.m.

B. ESTABLISH QUORUM

C. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

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

Conference With Labor Negotiator: AA CTA/NEA negotiations: Report from school negotiator (Margaret Chidester/Kimberly Barraza-Lyons) (Government Code section 54957.6

Staff Evaluations/Privacy or Other Confidential Issue (Government Code section 54957(b))

E. CALL TO ORDER – REGULAR SESSION

F. ROLL CALL

	Present	Absent
Michelle Navarro, Board Chair	x	_____
Dr. Alfonso Bustamante, Vice Chair	x	_____
Dr. Kimberly Barraza-Lyons, President	x	_____
Norman Rogers, Treasurer	6:27	_____
Bobbie Kraus, Secretary	x	_____
John Straw, Co-Treasurer	x	_____
Dr. Rosa Linda Espinoza-Rodas, Member	x	_____
Linda Hardman Greene, Principal	x	_____

G. FLAG SALUTE

H. REPORT OF CLOSED SESSION DECISIONS

Nothing to report

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 Update/Check Register – Norm Rogers

Balances: Bank of the West - \$126,253.17

Orange County Dept. of Education - \$530,706.54

We have enough funds to make it through the school year. Should have a lot of money coming in July and August -- \$700,000 – left to come in before the start of next school year. Dept of Ed taking property tax money back so will end the year in the red.

Parking – Al Bustamante

Heard from Sandro that there are interested parties in funding our project – one is Chase. Did walk through with Linda re capital improvements. Will make presentation re buying building or building one and then including capital improvements.

III. ITEMS SCHEDULED FOR INFORMATION

FSO report – Alma Ahumada/Gabriela Gonzales

Elections are May 26th. Working on recruiting new parents for FSO and some are interested. Planning on sending out a letter letting parents know what FSO did this year and what is its mission. Three new people are planning on running for offices. Extravaganza is June 3, 2011. Good auditions. Will end up financially sound.

Principal's report – Linda Hardman Greene

Strategic Plan for Academic Achievement – SPAA

- ❖ Instructional Leadership Team (ILT) has created a UbD Professional Development Plan which will include a PD calendar for 2011/12. The plan will be presented to staff at May 18th PD.

Student Achievement

- ❖ API Statewide Ranking of 3 and Similar Schools Ranking of 2. Improvement from last year's ranking of Statewide 1 and Similar Schools 1.
- ❖ STAR Testing is in progress, students are confident and focused.
- ❖ 2 Students will receive the Pathways to Bilingualism medal at the 8th grade promotion ceremony.
- ❖ 4 Students will receive the Pathways to Biliteracy medal at the 8th grade promotion ceremony.
- ❖ 1 Student will receive the Pathways to Bilingualism certificate at the 8th grade promotion ceremony.
- ❖ OCEAA's students have their artwork displayed at the Main Place Mall through May 22nd as part of the Very Special Arts Festival.

Professional Development (PD)

- ❖ 5/18/11-Introduction of UbD PD plan, revisiting professional norms, link to common core standards to be provided.
- ❖ 5/25/11-UbD Tuning Protocol & 1-hour planning time
- ❖ 6/1/11-UbD Tuning Protocol & 1-hour planning time
- ❖ 6/8/11-No PD-Report cards
- ❖ 6/9/11-Time for check-out
- ❖ 6/10/11-Time for check-out

- ❖ 6/13/11-Check-out
- ❖ 6/14/11-UbD Integration, common core standards that align to essential L. Arts standards
- ❖ 6/15/11-Pacing guides and vertical articulation

After School Update

- ❖ The after school survey is linked below. Please take time to provide your thoughts about OCEAA's 2010-11 After School Program. Choose the link for the grade level you are most actively involved with and in the language preference of your choice.

English Links:

- K-2 <http://www.surveymonkey.com/s/CGRMLY2>
- 3-5 <http://www.surveymonkey.com/s/2HL8HBK>
- 6-8 <http://www.surveymonkey.com/s/2HXTNZV>

Enlaces en español:

- K-2 <http://www.surveymonkey.com/s/2PFVL7B>
 - 3-5 <http://www.surveymonkey.com/s/2P5683Q>
 - 6-8 <http://www.surveymonkey.com/s/26YT3FY>
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- ❖ The After School Education and Safety Grant application for renewal was approved and renewed for July 2011 through June 2014. The letter is attached for your review.
 - ❖ The afternoon of May 17th will include a visit to our site from CDE representatives. The site visit team will visit OCEAA after visiting El Sol. The team consists of Joshua Brady, CDE Consultant; Nora Reed, CDE Analyst; Helen Gonzales, Region 9 Coordinator and Jeanne Awrey, OCDE Manager of Student Support Services.
 - ❖ In April KEDS staff took part in a two-hour CalSAC professional development workshop: Building Relationships with Children and Youth. On May 12 the staff will take part in a PD designed around program evaluation and improvement in preparation for 2011-12.
 - ❖ Chess Masters has been extended for another 6 weeks for interested K-4th grade students.
 - ❖ WOWednesday May 18 will include an excursion for 50 students to the Newport Sea Base. The fee was set at \$35.00. Priority registration went out to students who have attended other WOW field trips in 2010-11.

Technology Update

- ❖ Technology Plan in process. Several sections have been sent to OCDE for review.
- ❖ Successful upload to AR was completed. The process will be fairly simple next year.
- ❖ Seven bar code scanners were donated due to persistence of Technology Coordinator.

Arts Update

- ❖ Hester Petropoulos, Nicole Kubasek, and Jacquie Reyes were honored at the

- OCMAA awards this year for being outstanding art educators in Orange County.
- ❖ We have confirmed a total of 6 teachers and 1 administrator to attend the TCAP training this summer, which is funded through a scholarship since we are an ARTS Advantage School.
 - ❖ Tania Hernandez and Krista Ratnaweera led two professional developments focused on ARTS Integration this past month. The school is focusing now on incorporating "ARTS as a Tool" lesson into our current UbD.
 - ❖ Administration and Art Coordinators met with Jim Thomas and Helena Hanna to review and revise the current ARTS strategic plan. They were very pleased with the progress the school has made with the ARTS and accomplishing the majority of the plan so far.
 - ❖ Both Art Coordinators graduated this past weekend with a Masters of Education and Curriculum with an emphasis in Art Integration.
 - ❖ Sarah Moreno, our new music teacher, officially started teaching classes to the Kindergarten – Fifth grade students this month. Teachers have been giving great feedback on the impact it is having in their classrooms.

Special Education Update

- ❖ Will have 2011/12 staffing updates on June 1, 2011

Nutritional Services Update

- ❖ See attached report

Facilities Update May 2011

GENERAL

- ❖ Maintenance management with CAM agreement has been signed. Details asked by Board at the last meeting in regards to hourly rates, additional percentage capped onto bids by company have been resolved. They have sent us their rates for general handyman, electrician work, which is reasonable. They do not add on a percentage to bids.
- ❖ The money from Bond Project Fund is coming to a close this August, which is a total of about \$45,000. We are going to use it for plumbing, but also identify which projects can be covered for the rest of the funds.
- ❖ Dates have been set for Monday, May 9 and 11 for online work order submissions training for teachers and staff by CAM. This will help to keep track of tasks and make sure needs are being addressed systematically and efficiently.
- ❖ Irrigation of both front and playground area are being fixed by CAM this week. Sprinkler system is broken causing drying of plants. Plants are being irrigated manually.

PLUMBING

- ❖ CAM building maintenance will also be reviewing plumbing to get us a bid that addresses our needs specifically.
- ❖ Plumbing specifics are being worked through on the bids with the help of Mr. Navarro as well- Mr. Navarro is following up with this and working through

details with plumbers to address questions by the board set out by board last month.

SAFETY REPORT

- ❖ We are finalizing camera and door triggers with CAM, a bid of \$3,400 has been submitted with the adjustments of the virtual alarm trigger alerting on the screen to see who has exited, etc. We are getting specifics on this before moving forward. The other bid from another company was at \$26,000, which is more involved. The CAM option is more practical to implement for our needs.

LIGHTING

- ❖ Lighting proposal by CAM's lighting contact is being reviewed. The bid and adjustment for increased lighting on Sycamore is being addressed.

SAFETY COMMITTEE

- ❖ Continuing to work on preparing a comprehensive disaster preparedness plan with safety committee.
- ❖ Emergency list is being compiled of all staff.

HVAC

- ❖ Motor for one HVAC unit has been replaced.
- ❖ Repairs to various units have been made addressing various air conditioning flow failures.

Other

- ❖ Non-School Sponsored Field Trip-Proposal by James Valadez
World Strides is a company re field trip to Washington D.C. Has insurance to cover school, students, teachers, etc. Non-school sponsored trip. Scholarships available to help pay. Accredited academic program. Five full days; supervision 24/7. One adult goes for free for every 15 students that attend.
- ❖ Proposed change of Board meeting from June 8, 2011 to June 15, 2011
- ❖ 2011/12 Academic Calendar (see attached)

Donations: April 2011

4/27/11	8th Grade	Ice Cream Sales	\$96.20
4/14/11	6th Grade	Ice Cream Sales	\$71.50
	Barnes & Noble	School Fundraiser	\$1,317.56
	Ms. Le	Student Leadership	\$396.70
	Ms. Noffal & Ms. Romo	Outdoor Science School	\$48.00
			\$1,929.96

IV. FOR BOARD DISCUSSION

Budget Update/Check Register - \$4,000 for fencing was to protect from the balls.

Parking – no information re where OCHSA stands re parking plans.

FSO Report – Discussion regarding different ways to introduce FSO to new incoming parents.

Principal’s report – 180 days of instructional days. PD on May 18th is common core standards (the newly adopted standards that must be implemented by 2013) and seeking to align them with current standards.

The proposed social studies text is being used by some other dual programs and was recommended by them. Publisher is McDougal, Little. We will be purchased in English and Spanish versions. Don’t know where English version is being used.

The one new classroom will need to accommodate 32 students. Targeting 8 students that are fully bilingual and moving them into the dual program to get them ready for AP Spanish in high school.

World Strides has worked with hundreds of schools in Southern California, including Santiago Charter in Orange Unified and OCHSA. Provides one guide per bus. Night chaperones stay in the hallways all night long. Has a fully manned office in D.C. that is open 24 hours. Any family with adjusted gross income of \$85,000 or less is qualified for some financial assistance. Mr. Valadez anticipates about 30-40 students on the trip. Valadez would chaperone and either staff member or parent, whoever volunteers. Would request that any chaperone that goes on the trip should go through a background check.

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 Check Register – March 2011 – REVISED - Tabled

It is recommended that the Board approve Agenda Items A.	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Approve Check Register – April 2011

It is recommended that the Board approve Agenda Items B.	Motion: kbl Action: Pass Second: ab Vote: 7-0
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C. Approve Cal STRS/PERS Processing OCDE \$8,700.00

It is recommended that the Board approve Agenda Items C.	Motion: kbl Action: Pass Second: bk Vote: 7-0
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VI. ITEMS SCHEDULED FOR ACTION

- A. Approve Minutes from 04/13/11 Board Meeting as revised to reflect correct donations

It is recommended that the Board approve Agenda Item A.	Motion: kbl Action: Pass Second: js Vote: 7-0
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- B. Approve Academic Calendar 2011/12

It is recommended that the Board approve Agenda Item B.	Motion: kbl Action: Pass Second: ab Vote: 7-0
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- C. Approve change of Board meeting from June 8, 2011 to June 15, 2011

It is recommended that the Board approve Agenda Item C.	Motion: ab Action: Pass Second: kbl Vote: 7-0
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VII. ADJOURNMENT

The meeting was adjourned at 8:35 p.m.
The next regularly scheduled meeting is Wed., June 15, 2011, at 6:00 p.m. – Closed Session and 7:00 p.m. – Open Session

Nutrition Services Update

Health Inspection

- Orange County Health Department conducted their semiannual unannounced inspection of the Nutrition Services Department. No violations were noted, operations permit displayed.

Student Participation

- 38% breakfast participation - State average is 22%
- 91% lunch participation - State average is 53%

Staff Development

- For the 2011-12 school year it will be a state requirement that all Nutrition Services employees obtain a California Food Handler's Card.

Budget

- All data not available at this time.

Grant Opportunity

- California Department of Education Fresh Fruit and Vegetable Program grant completed and submitted. We will know the results by the end of the month.

May 2011

