

Steering Committee Meeting Minutes

Meeting Date/Time: August 2, 2016 / 6:08pm

Recorded by: Shannon Zavala

Roll Call:

Art Aleman	Lisa Romero
Shannon Zavala	Azarel Iñiguez (Absent)
Teri Ha	Michael Madden (Absent)
Dennis Mah	Ramon Campos
Rose Ramos	Christie Wells-Artman
Angelica Garcia (Absent)	Bruce Brummett

Guest(s):

Jack Kramer	Jack Gonzalez
Manpreet	Teresa Lopez
Anita Wormack	Karen Diaz
Margarita Linares	

2. Approval of agenda: Unanimously approved to switch agenda item #8 with #9.

3. Public comment:

1. Ms. Wormack from McClasky adult center spoke about the parent participation preschool program they have. Parents enroll in a class and attend in the evening so their children can attend the preschool. Their program is adaptable to the school's educational program and the needs of the children. It would be possible to start the preschool this year in room 3, will bring more information to next meeting.
2. Ms. Linares commented about how parents can help rebuild a school in their community, and highly recommended that we look into the regio milia(?) philosophy for our school.
3. Pastor Jack from New Life Church spoke about the new shoes they will be bringing to our scholars in the next couple of weeks, in their "Shoes that Fit" program.
4. Ms. Diaz asked if the school was thinking about expanding for 7th and 8th grade, would require a material revision of the charter, but can be discussed with the principal.

4. Approval of minutes from 6/28 meeting: Art motioned, Christie seconded, motion passes unanimously.

5. SC training: Dr. Mah spoke about stopping negativity within our team, and having the courage and honesty to speak to them about it with at least two people, not by yourself. We are currently in the process of "norming" and building a better school together.

6. Standing committee reports:

1. PTA-Art presented the PTA recruitment process, everyday putting a table out in front of the school, trying to get 100% staff membership.
2. Social committee-Teri spoke about process of collecting dues, \$20 certificated/\$10 classified, trying to plan activities to improve morale at our school

7. Suggestion Box:

1. Suggestion to water grass around perimeter of campus more frequently. Clarification about which sprinklers are manual and which are on timer.

8. Afterschool program (Information item):

1. Principal Artman presented information from the afterschool ad hoc committee, which was open to all staff and consisted of Principal Artman, Dr. Mah, Art Aleman, and Lisa Romero. The program director Dylan could not attend today, but Principal Artman presented details about the program. It runs Monday thru Friday, from dismissal to 6:00pm, for approximately 80 scholars 1st to 6th grade. They are also supporting the kindergarten extended day program until 2:17pm. Dylan is developing a program that included 4-H and HET elements. Manpreet, who is an Expanded Learning employee, clarified how the grant works, since it is not funded directly to NJB but through Expanded Learning who applied for the \$112,000 grant. They are providing a program manager and four aides to maintain the 20:1 ratio, as well as materials and supplies, and field trips in the fall and spring. The RFP process was not followed since NJB starts so early and we did not want to lose the grant, since NJB is the only school beginning with the grant. Next year we may be able to use the RFP process so the steering committee can be more involved. We may choose to personalize the name of our afterschool program. The school may use \$50,000 supplemental funds to support the 4-H aspect of the program, including Bruce Brummett to run the 4-H, but must be discussed further with steering committee. It was clarified that Expanded Learning is a department in the school district under Youth Development that works directly with providers. The line item budget will be presented at a later date. Dr. Mah expressed that we are getting a lot for the amount of the grant, and the school should try to add more to the program. The \$112,000 is only for 83 students, but they are currently serving over 100, however they are still able to maintain the 20:1 ratio. There are other grants available, but they are more competitive and have a limited term.

7. Standing business:

1. 2016-17 Schedule of fundraisers needs to be submitted, may be modified throughout the year. Principal Artman clarified that the forms Rose emailed are ABS forms, but don't need to be submitted to the district. The PTA budget will not be included in a school audit. Many expressed concern over how things were pinned on PTA this year without prior approval from the PTA executive board. The process for fundraising needs to be reviewed with all staff. We need to be transparent to protect our parents and students.
2. Principal Artman presented some PTA deposits from fundraisers done at the end of last year and this year. There was concern over the amount of time between receipt of money and being deposited at the bank, should be within 24 hours. Otter pop sales, NJB pride T-shirt sales, and Soccer fundraiser were included in the report.

9. Standing business:

1. Enrollment update current enrollment is 268, K-3 class size should be 24, 4-6 should be 25. Goal is 292, 95% attendance, need more kinders and first graders, if ten more sixth graders enroll we can open another classroom.
2. Repair updates-Lynzey Hannigan's father offered to install the water fountain for free if the district would allow it. Most classrooms have had some windows replaced, will continue this month. Blacktop was repainted as well.
3. Social media needs to be updated regularly.

10. DHA status report: No report available.

11. Next meeting: Tuesday, August 16th at 6:00pm in Room 15

Meeting adjourned 7:55pm