

Our Mission: To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.
OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

- 1. Speak to the topic 2. One speaker at a time 3. Not personal 4. Support the majority 5. Respect the minority**

Steering Committee Meeting



October 8, 2024

3:00 PM to 5:00 PM

New Joseph Bonnheim Community Charter School
 7300 Marin Avenue Sacramento, CA 95820

A G E N D A – Operational & Educational Focus

1) President call to order and roll call (Check box of those members present) (1 minute)

Steering Committee Members:

Name:	Role:	Present:	Not Present:
Dianne Wiley	Member--- NJBCC School Principal	X	
Todd Thibodeau	Member--- Facilitator/Intermediate Teacher	X	
Ian Johnson	Member--- Note Taker/Primary Teacher	X	
Erica Matter	Member--- Primary Teacher	X	
Christina Roulet	Member--- Intermediate Teacher	X	
Lavida Edmondson	Member--- Intermediate Teacher	X	
Alicia Mendoza	Member--- Time Keeper/Classified Staff	X	
Melissa Silis	Member— Parent/Community	X	
Stephanie Sheets	Member--- Parent/Community		X
Gloria Soriano	Member--- Parent/Community	X	
Rhonda Kenney	Member--- Community	X	
Rose Ramos	Member— Community	X	
Heather O’Brien	Elective/Alternate Member (2.7 in bylaws)	X	

Full Quorum: Yes

2) Approval of Agenda (3 minutes)

Begin: 3:04 PM
 - Motion to move add public comment to the end of the meeting as item 18 a).
 - 11 Ayes, 0 abstentions, 0 nays, 1 absent.
 End: 3:07 PM

Motioned: Dianne Wiley Seconded: Ian Johnson Approved: X Not Approved:

3) Pledge of Allegiance (1 minutes)

Begin: 3:07 PM
 End: 3:07 PM

Our Mission: *To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.*

OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

1. Speak to the topic 2. One speaker at a time 3. Not personal 4. Support the majority 5. Respect the minority

4) Review Norms and Rules. Mission and Vision are on top of Form (2 minutes)

Begin: 3:07 PM

- **Speak to the topic.**
- **One speaker at a time.**
- **Not personal.**
- **Support the Majority.**
- **Respect the Minority.**

End: 3:08 PM

5) Standing Committee Reports (PTA, Social Committee, Farm Committee, ELAC/SSC) - 7 minutes

Begin: 3:08 PM

- **PTA:** Harvest festival coming up October 24th!
- **Social Committee:** Nothing at this time.
- **Farm Committee:** The heat is hurting garden times. Ben Driscoll is coming out to help spend a bit more time to help formulate a plan for the garden and the farm.
- **ELAC/SSC:** ELAC met on September 18th. Had elections for the positions. Franco as translator, Mahelet as Chairman, Marcela as DELAC representative, Wiley, Figueroa, Jones, Edmondson are all on the committee. Next meeting is October 23rd.

End: 3:13 PM

6) Constituent Feedback on Steering Committee Items (10 minutes total)

Begin: 3:13 PM

- Rose: Still struggling with getting information, as I do not have a student, so I don't have access to parent square. I don't mind doing the lead work to make this work. We would like to help and volunteer, but it is difficult if we don't know what is going on at NJB. (**Follow-up**) Ms. Jones said that she is working on that. Certain information will be posted.
 - What is the status of the 10 year anniversary? (**Follow-up**) There was discussion about moving it to a time when our charter is renewed.
 - What can we do for the harvest festival? Traditionally it was collaborative, and the community/parents would like to help.

End: 3:25 PM

7) Approval of Minutes from Prior Regular Steering Committee Meeting (2 minutes)

Begin: 3:25 PM

- First motion for July 5th, Second for September 10.
- 11 Ayes, 0 abstentions, 0 nays, 1 absent.
- 11 Ayes, 0 abstentions, 0 nays, 1 absent.

End: 3:26 PM

Motioned: Rose Ramos

Seconded: Alicia Mendoza Approved: X

Not Approved:

Our Mission: *To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.*
OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

1. Speak to the topic 2. One speaker at a time 3. Not personal 4. Support the majority 5. Respect the minority

Motioned: Rose Ramos

Seconded: Alicia Mendoza Approved: X

Not Approved:

Total Allotted Minutes: 35

NEW BUSINESS:

8) Governance Meeting and Updated Bylaws

Begin: 3:27 PM

- There are a few unconsolidated versions of our bylaws. We will need to address this.
- We need to compare our bylaws with the requirements.
- Previously, we were not in compliance with participation and membership.

- We will need a bylaw committee, and consolidate/update our bylaws.
- Our bylaws have to conform to ed code first and foremost, so the SC should use ed code as a benchmark as we move forward.

End: 3:37 PM

9) MASTERS/Center for Fathers and Families - Updated Invoice

Begin: 3:37 PM

- The Centers for Fathers and Families after school program has elected to leave our school in December 2024.
 - **Note that all Masters items (smart boards, printers, etc.) will stay at NJB.**
- We contracted with them for our ELOP plan, which was a huge amount of money (around \$500,000 a year) funneled through NJB. This money was to be used before or after school as an extended learning opportunity program.
- Centers for Fathers and Families sent NJB an invoice saying they were not paid.
- Previously, money was being spent in ways it should not have been spent. There was a lack of governance here.
- Effectively, we got to 2024-2025 with \$12,000, which is effectively nothing for salaries.
- We started 2023-2024 without a signed contract. CFF were working in good faith without a contract during this time. The only people who can sign contracts are SCUSD officials.
- **Mrs. Wiley wants to make it clear that she does not believe there was malicious intent here**, but multiple contracts were signed like this without oversight, one for INK 916, one for Kona Ice, etc.
- We owed \$270,000 for the 2023-2024 school year.
- We owed \$85,000 for summer school.
- CFF renegotiated with a 2023-2024 contract for \$180,786.45 and \$62,700 for summer school because of changes in student numbers.
- Last year's bill is being paid with COVID funds from this year.

- Thank you Melissa for helping us to handle this situation with amazing integrity. You are truly appreciated.

End: 3:56 PM

10) Search for new Extended Learning Program

***Our Mission:** To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.*

OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

1. Speak to the topic 2. One speaker at a time 3. Not personal 4. Support the majority 5. Respect the minority

Begin: 3:56 PM

- After October 21st, we will know how our budget will settle. Amanda and Bee will provide a presentation, and at this time, we can decide how to move forward.
- Proposed parent meeting on October 22nd to get feedback for what parents are looking for from the new ELO program.

End: 4:03 PM

11) Newly Hired Staff: 2 Certificated and 1 Classified

Begin: 4:04 PM

- Two new teachers hired for NJB: Ms. Dilly is in our 1/2 position, and Mr. Noriega is in our 5th grade position. Welcome, and congratulations!
- Heather O'Brien is now our RSP Aide. Welcome, and congratulations!

End: 4:09 PM

12) Discussion & Action Items Related to SC

Begin: 4:09 PM

-

End: 4:09 PM

a) Change Meeting Day to Wednesday

Begin: 4:09 PM

- 2nd Tuesday per month decided upon, not Wednesday.

End: 4:11 PM

b) Public Feedback (2 minutes)

Begin: 4:11 PM

- **Moved to 18 a)**

End: 4:11 PM

Total Allotted Minutes: 30 Minutes Presentation and 15 minutes feedback

STANDING BUSINESS (5 minutes presentation and 7 minutes feedback)

13) Informational/Compliance

Begin: 4:11 PM

-

End: 4:11 PM

a) Referring to Parent Square: Continue to work on getting all parents on the site

Begin: 4:11 PM

- Ms. Jones is working on this, and getting us up and running for all SC members, not just parents.

End: 4:12 PM

b) Referring to Volunteer Form: Parents are informed of video/promote volunteering

Our Mission: *To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.*
OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

- 1. Speak to the topic 2. One speaker at a time 3. Not personal 4. Support the majority 5. Respect the minority**
-

Begin: 4:12 PM
- The new updated packet was not started until after school started, but we are working on getting parents signed up.
End: 4:13 PM

c) ELAC and Steering Committee Combined

Begin: 4:13 PM
- We can combine ELAC and SC in our meetings. ELAC can learn quite a bit during the Steering Committee minutes.
- ELAC wants to meet after every DLAC meeting, which is 5 times a year. The next meeting is October 23rd.
End: 4:13 PM

Total Allotted Minutes: 12

14) Budget and Facilities: Informational Item - Mrs. Wiley

Begin: 4:13 PM
- Next Tuesday, the head of facilities Chris Rolston (sp.) is coming out to review our campus. He is specifically looking at updating the new playground.
- The hope is to insert a new playground in addition to our old playground.
- He will also look to update and fix our campus where possible, though his team is short-staffed.
End: 4:16 PM

a) Farm Improvement: Ben Driscoll and vision for NJB

Begin: 4:16 PM
- Our goal is to work with Ben to encourage scholars to be outside.
- Art, writing, and creativity is a big focus here.
- Volunteers can also come on the weekend without official volunteer clearance from the district.
- A focus will also be to supplement the after school program and curriculum with farm time.
- Question: Could we have a working greenhouse? (**Follow-up**) Absolutely, but we will need to look at our budget after October 21st first.
- Bottom line, we will need a full-time position to facilitate curriculum.
End: 4:32 PM

15) Informational - Nothing on Agenda

Begin: 4:32 PM
- NA
End: 4:32 PM

16) Future Agenda Items - (2 minutes total) Please feel free to let us know if you would like an item to be put on our next agenda.

Begin: 4:32 PM
- Change February 11 2025 date to February 18, 2025.
- Sending SC members to CA Ag in the classroom conference in LA this year.
- Bylaw committee.

Our Mission: *To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.*

OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

1. Speak to the topic 2. One speaker at a time 3. Not personal 4. Support the majority 5. Respect the minority

- 10 year anniversary & Volunteer Committees.
 - Combine ELAC meeting with SC meeting.
 - Status on Stephanie Sheets' SC position.
- End: 4:38 PM

17) SC Members Announcements - (22 minutes total: 2 per member)

- Begin: 4:39 PM
- Laida: We are going to take part in the Ruby Bridges walk your kid to school. Black Parallel Board will come out and support NJB. It will take place on November 14, first thing in the morning, so please reach out!
 - We are also doing a poster contest for primary and intermediate for the Ruby Bridges walk!
 - Dianne: Hispanic Heritage month has been an exciting success. We would like to promote inclusivity, and recognize scholars from each class who have contributed.
 - We also need to create family evening time events that can get parents involved. It is difficult for parents to volunteer in the classroom. We are looking/finding simple ways to get more parents involved.
 - Todd: Thank you Mrs. Wiley for setting the 6th graders up to learn how to play golf!
- End: 4:48 PM

18) Next regular meeting date and time: Tuesday, November 12, 2024 from 3:00 PM to 5:00 PM. (1 Minute).

a) Public Comment

- Begin: 4:48 PM
- Arthur Aleman: Thank you for the information about the after school program, and for setting up the bylaw committee for the next meeting.
 - As a suggestion, we can have students draw what a farm should look like.
 - Please put the Mandated Reporter training on the website.
 - Is there a canned food drive outreach project?
 - Mr. O'Brien - The Farm discussion should be moved to the actual farm committee. They can think about farm requirements, condense the information, and provide concise information to the SC.
 - 2014 Charter is on the website currently.
 - All last year I asked for the bylaws, but it was hard to see how anything created by the bylaw committee could be valid after hearing how things were half-completed.
 - Do the bylaws override the charter? What takes precedence? (**Follow-up**) The charter is the overriding force, and the bylaws supplement the document. They should not be in conflict or should not override the charter. Rose found the 2019 bylaws and charter, and both documents should be up on the website soon. Ultimately, we will need parent input to update our bylaws and charter.
 - As we move forward, let's focus on fully completing and updating our bylaws.
 - Jasmine Jones - clarification that SST does NOT mean special ed!

Our Mission: *To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.*

OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

1. Speak to the topic 2. One speaker at a time 3. Not personal 4. Support the majority 5. Respect the minority

- Let's introduce a point system for teachers and staff, concerning volunteer activities like the Steering Committee, PTA, etc.

End: 5:01 PM

19) Adjournment (1 minute)

Total Allotted Minutes: 124

Our Mission: *To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.*

OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

- 1. Speak to the topic 2. One speaker at a time 3. Not personal 4. Support the majority 5. Respect the minority**

Steering Committee Members	
Name	Role
Dianne Wiley	Member--- NJBCC School Principal
Todd Thibodeau	Member--- Facilitator/Intermediate Teacher
Ian Johnson	Member--- Note Taker/Primary Teacher
Erica Matter	Member--- Primary Teacher
Christina Roulet	Member--- Intermediate Teacher
Lavida Edmondson	Member--- Intermediate Teacher
Alicia Mendoza	Member--- Time Keeper/Classified Staff
Melissa Hernandez	Member— Parent/Community
Stephanie Sheets	Member--- Parent/Community
Gloria Soriano	Member--- Parent/Community
Rhonda Kenney	Member--- Community
Rose Ramos	Member— Community
Heather O'Brien	Elective/Alternate Member

If you have any questions, concerns, or suggestions we encourage you to contact the Principal, the President and or any member of the Steering Committee. We look forward to hearing from you.

Upcoming Steering Committee and Charter Renewal Dates for School Year 2024-25:

2nd Tuesday of each month 3:00 PM – 5:00 PM – Regular Steering Committee Meetings

- August 6, 2024
- September 10, 2024
- October 8, 2024
- November 12, 2024
- December 10, 2024
- January 14, 2025
- February 11, 2025 (February 18, 2025)
- March 11, 2025
- April 8, 2025
- May 13, 2025
- June 10, 2025