

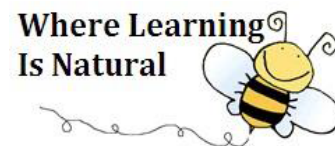
**Our Mission:** To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.

**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



**January 23, 2025**

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	
Jennifer Ikemoto	Member— Parent/Community	X	
Jesus Muñoz	Member--- Parent/Community		X
Gloria Soriano	Member--- Parent/Community		X
Rhonda Kenney	Member--- Parent/Community	X	
Heather O'Brien	Member— Parent/Community (Alternate)		X
Amanda Goldman	Guest - Trainer	X	
Mr. O'Brien	Public	X	

**Full Quorum: Yes**

2) Approval of Agenda (1 minute)

Begin: 2:36 PM

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#### Motion to approve agenda.

- 9 Ayes, 0 abstentions, 0 nays, 3 absent.

End: 2:38PM

**Motioned: Erica Matter**

**Seconded: Dianne Wiley    Approved: X**

**Not Approved:**

3) Pledge of Allegiance (1 minutes)

Begin: 2:38 PM

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End: 2:38 PM

**4) Governance Training (110 minutes)**

Begin: 2:39 PM

- [See Amanda Goldman's full training here.](#)

**Section 1: Minimum Foundation Requirements for Members**

- Reflect By-laws
- Reflect School Site Council Guidance from CDE
- Reflect intent of transparency, parent voice, and local control

**Our Steering Committee should be composed of:**

- 1 principal
- 4 + school staff (3+ teachers and 1+ non-teacher personnel, selected by staff)
- 5+ parents or community members

**NJB is in compliance!**

**Next Steps:** Check bylaws to make sure we can recruit new members easily, and be very clear and organized about how we recruit new members. Plan ahead for elections!

**Section 2: Minimum Foundation Requirements for Greene Act**

- Any meeting held by a council or committee shall be open to the public
- Any member of the public shall be able to address the council or committee during the meeting on any item within the subject matter jurisdiction of the council or committee
- Post notice of the meeting 72 hours prior to the meeting
- Meeting notice shall specify date, time, and location of meeting, and have an agenda
- Council or committee may not take any action on any item of business unless a) the item appeared on the posted agenda, or b) the council or committee members find, by unanimous vote, that there is a need to take immediate action and that the need for action came to the attention of the council or committee subsequent to the posting of the agenda.
- Questions or brief statements made at the meeting by members of the council, committee, or public need not be described on an agenda as items of business if those questions or statements a) do not have a significant effect on pupils or employees in the school or school district; or b) can be resolved solely by the provision of information.
- If a council or committee violates the procedural meeting requirements described above, and upon the demand of any person, the council or committee shall reconsider the items at its next meeting after allowing for public input on the item.
- Any materials provided to a school site council shall be made available to any member of the public who requests materials according to the California Public Records Act

**NJB is ALMOST in compliance!**

**Next Steps:** Make sure we have our minutes organized digitally and on paper. Minutes are searchable

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**Section 3: Minimum Foundation Requirements for Bylaws**

- Composition, Term-lengths, and voting rights of SC members
- Process for nominating and electing SC members
- Process for periodic review, update, and re-adoption of bylaws
- Scope of Responsibilities including:
  - Review and recommendation of LCAP adoption
  - Review and recommendation of budget adoption
  - regular review of student outcome data
  - Recommendation to submit charter petition for renewal for material revision
  - Scope of decisions that must be reviewed with SC including spending/reserve spending decisions (may not impede principal's ability to reasonably complete their responsibilities)
  - Statement(s) declaring the SC bylaws do not supercede language in the school's charter, SCUSD board policy, MOU's with SCUSD, or SCUSD MOUs with employees
  - If applicable, language around how/when the SC acts as the ELAC or SSC

**NJB is ALMOST in compliance!**

**Questions/Comments for Bylaws - Section 1:**

- Whenever you refer to a code or act, make sure the code or act are still the same. Look at these closely.
- What is the seal? (proposed to remove in update).
- Update Section G
- Discuss talks of consensus vs. majority

**Questions/Comments for Bylaws - Section 2:**

- Change term wording to "up to two years" to allow for less turnover
- Try for a staggered election process
- Update vacancies protocols, and resignation protocols

**Questions/Comments for Bylaws - Section 3:**

- Standing committees, subcommittees, etc. are all covered in staff meetings.
- Consider having a budget committee, as the budget is very complicated. Consider having them meet every other month to maintain fiscal responsibility.
- Consider a data committee that meets 2-3 times annually, or at least one data-diver that can present data to the SC.
- There must be one SC member at least on each committee.

**Questions/Comments for Bylaws - Section 4:**

- NA

**Questions/Comments for Bylaws - Section 5:**

- Update to Greene act vs. Brown Act
- A lot of the language is very restrictive. Update and severely reduce/remove 5.2, and severely reduce 5.4.
- Update protocols for emergency/special SC meetings.
- Update wording about principal requirements.

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- Consider that it is very unlikely that anyone will ever have an emergency meeting - we can call them special meetings.
- Consider the section about documenting agendas.
- Consider what you want the experience of the meeting to be. That is what should be reflected in section 5.

**Questions/Comments for Bylaws - Section 7:**

- Details are not necessary, especially about the consensus model.
- 7.2 and 7.3 should be partially kept, especially about confidentiality.

**Questions/Comments for Bylaws - Section 8:**

- State how often we review bylaws - preferably every two years at a minimum.

**Next Steps:** Update bylaws fully, and agendize the updated bylaws twice. First reading required with feedback after the major adjustments and changes, followed by second reading, then vote to adopt.

**Section 4: Minimum Foundation Requirements for Agenda Items**

- LCAP (Mid-Year, annual, and local indicators - review and recommend approval)
- Annual budget (review and recommend approval)
- Title 1 budget (review and approve)
- Dashboard Data (Review)
- Bylaws (Review, update, and re-adopt every 2 years)
- Charter petition (review and approved to submit before renewal)
- Major purchases, contributions or spending from reserve accounts, or request for district contribution (as described in by-laws).
- The LEA entering into a significant contract (above \$112k), MOU, or similar (Review and recommend approval).

**NJB is in compliance IF we adjust when these reviews take place**

**Next Steps:** See [schedule slide](#) on powerpoint for an example of when to schedule the items listed above.

Big Next Steps: [See Making a Plan/Supporting Your School Slide](#)

End: 4:28 PM

**5) Public Comment (7 minutes)**

Begin: 4:28 PM

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End: 4:30 PM

- 6) Next regular meeting date and time:** Tuesday, February 18, 2025 from 3:00 PM to 5:00 PM. (1 Minute). Note we will have a special committee meeting when NJB decides on an after school program.

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**7) Adjournment (1 minute)**

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Jennifer Ikemoto	Member— Parent/Community
Jesus Muñoz	Member--- Parent/Community
Gloria Soriano	Member--- Parent/Community
Rhonda Kenney	Member--- Community
<b>Open</b>	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