

**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
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**New Joseph Bonnheim Community Charter School  
Steering Committee Meeting  
Tuesday, December 4, 2018  
6:00 PM to 9:00 PM  
Room 26**

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 (1 minute)
2. Approval of Agenda (3 minutes)
3. Public Comment (5 minutes)
4. Pledge of Allegiance (1 minute)
5. Suggestion Box (Principal Wells- Artman and Art Aleman, 5 minutes)
6. Standing Committee Reports (PTA, Social Committee, Farm Committee, 6 minutes)
7. Constituent Feedback on Steering Committee Items (20 minutes total, 2 minutes for each member)
8. *Approval of Minutes from Prior Steering Committee Meeting, November 6th, 2018* (2 minutes)

### **NEW BUSINESS**

9. Discussion/Action Items related to SC operation: (Dr. Mah, 30 minutes total: 25 minutes presentation and 5 minutes discussion)
  - a. Announcement of new SC parent and community members.
  - b. Discussion and feedback for board workshops 2019 in establishing clear procedures, process and bylaws for a fair and consistent steering committee for staff and community members on the governance and decision-making process at NJB.
  - c. Discussion of bylaws and establish a committee to go over processes for elections, gathering constituency feedback, and member role and responsibilities. Bylaws will be written into the new charter so processes and procedures are followed correctly and fairly.

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- d. Presentation and discussion of CA. ED. Code section 52852 regarding school site employees serving on committees. (Arthur Aleman and Principal Wells-Artman)
- e. The role of school site council as stated in the current charter. Clarification of the SC acting as a SSC or should it be separate. Review and discussion as it's stated in the charter. (Dr. Dennis Mah, and Principal Wells-Artman)

**10. Discussion Items:**

- a) Draft of Charter Presented for committee review for upcoming Charter Renewal Meeting, December 11, 2018 (Principal Wells-Artman, 15 minutes total: 10 minutes presentation and 5 minutes discussion)
- b) Tutoring Program Update: Discussion and Feedback for approval Phase II of the academic program. (Amelia Villanueva, Principal Wells-Artman, 20 minutes total: 10 minutes presentation and 10 minutes discussion)
- c) Classroom aides for Kindergarten support and approval: (Ramon Campos and Kathy Kiley, 15 minutes total, 10 minute presentation, 5 minute discussion)

**STANDING BUSINESS**

- 11. Budget: Informational/ Item: Budget & Enrollment updates (Dr. Mah and Principal Wells-Artman, 15 minutes total: 10 minutes presentation and 5 minutes discussion)
  - a) Budget Updates
  - b) Enrollment
  - c) List of Purchase Orders and Requisitions
  
- a) Facilities: Informational Item: Operational update (Principal Wells-Artman, 1 minutes total)
- b) Repairs Update
- c) List of Work Orders
  
- 12. Informational - Scholar Outcomes to date when compared to the Smart Goals at each grade level. (Principal Wells-Artman, 25 minutes total: 20 minutes presentation and 5 minutes discussion)
  - a) Math Progress Monitoring
  - b) English Language Arts Progress Monitoring
  - c) English language development for English learners (ELPAC Data)
  
- 13. Informational – Other Educational Updates (Principal Wells-Artman, 3 minutes total)
  - a) Update on Upcoming Events
  - b) Update on Counselor Services

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14. Other Discussion Items:

- a) Curriculum Ad Hoc Committee & Other Committees– (Principal Wells-Artman, 5 minutes total)
- b) SC Members Announcements – (5 minutes)

15. Next meeting date and time: The next regular SC meeting will be held Tuesday, January 8, 2019, 6:00 PM to 9:00 PM (1 minute)

16. Adjournment (1 minute)

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Steering Committee Members	
Name	Role
Christie Wells-Artman	Member---NJBCC School Principal
Teri Ha	Member---Acting Steering Committee President - Teacher
Cassandra Boltz (sub-Christina Barrish)	Member---IntermediateTeacher
Gricelda Jaime	Secretary---Teacher
Lisa Romero	Member---Community
Arthur Aleman	Member---Community
Open	Member---Parent
Open	Member---Parent
Amelia Villanueva	Member---Primary Teacher
Beck Van Nest/Sandra Enriquez	Member--- Intermediate Teacher
Shannon Zavala	Member---Primary Teacher
Stephanie Flores/Benita Thomas	Member---Classified

**Advisory Only:** Dennis Mah & Rose Ramos

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 2018/2019:**

1<sup>st</sup> Tuesday of each month 6:00 PM – 9:00 PM – Regular Steering Committee Meetings

3<sup>rd</sup> Tuesday of each month 6:00 PM – 8:00PM- Charter Renewal Sub-Committee Meetings

December 4 & 11, 2018

January 8 & 22, 2019

February 5 & 19, 2019

March 5 & 19, 2019

April 2, 2019

May 7 & 21, 2019

June 4 & 18, 2019

**The first meeting of the month:** focuses on both student outcomes and the business side of operating NJB. The intent is for the Steering Committee to “inspect what is expected” as stated in the Charter in regard to student learning and also to review the business side of operating NJB. Topics include revenue, expenditures, site policies and new or supplemental programs that support the core program.

**The second meeting of the month will focus on the Charter Renewal until the renewal is approved or February 2019 (whichever comes first).**