

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*

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

**New Joseph Bonnheim Community Charter School
Steering Committee Meeting**

Tuesday, September 19, 2017

6:00 PM to 8:00 PM

Room 26

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



A G E N D A – Operational Focus

1. President call to order and roll call (1 minute)
2. Approval of Agenda (2 minutes)
3. Public Comment (5 minutes)
4. Pledge of Allegiance (1 minute)
5. Suggestion Box (Principal Artman and Art Aleman, 0 minutes)
6. Standing Committee Reports (PTA, Social Committee, Farm Committee, 0 minutes)
7. Approval of Minutes from Prior Steering Committee Meetings, August 15, 2017 and September 5, 2017 (2 minutes)
8. Standing Informational/Discussion Item: SC Training: Charter Renewal & 2 Step Decision Making Process (Dr. Mah & Principal Wells-Artman, 10 minutes)

NEW BUSINESS

9. Discussion/Action Items:
 - a) Steering Committee Membership Term – By-Law Revision – Terms for all members to commence July 1 and end June 30 of each school year and officer elections to be held at the first SC Meeting of the school year. (Dr. Mah & Principal Wells-Artman, 5 minutes)
 - b) Steering Committee New Members & Alternates, Classified Representatives, Parent Representatives, Teacher Representatives - (Principal Wells-Artman & Arturo Aleman, 5 minutes)
 - c) Attendance of Steering Committee Members : SC Bylaws 2.6 Attendance (Principal Wells-Artman & Arturo Aleman, 5 minutes)
 - d) SC Meeting Times – Discuss Options to Accommodate Charter Renewal Discussion

STANDING BUSINESS

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10. Budget: Informational/ Item: Budget & Enrollment updates (Dr. Mah and Principal Wells-Artman, 40 minutes)
 - a) Budget Updates
 - b) Enrollment
 - c) Staffing
 - d) List of Purchase Orders and Requisitions

11. Facilities: Informational Item: Operational update (Principal Wells-Artman, 0 minutes)
 - a) Repairs Update
 - b) List of Work Orders

12. Informational - Scholar Outcomes to date when compared to the Smart Goals at each grade level. (Principal Artman, Dr. Mah 0 minutes)
 - a) Math
 - b) English language arts
 - c) English language development for English learners
 - d) Ag Focus per NJBCC Charter

13. Informational – Other Educational Updates (Principal Wells-Artman, 0 minutes)
 - a) LCAP
 - b) Update on Enrichment Kindergarten Program
 - c) Update on Upcoming Events
 - d) Update on Preschool Program
 - e) Update on Professional Translation Services for Spanish Speaking Parents
 - f) Information on adding grades 7th & 8th

14. Other Discussion Items:
 - a) Interview Panels – Documented Process & Recent Hires (Principal Wells-Artman & Art Aleman, 5 minutes)
 - b) Parent Reimbursement from 2015/2016 Soccer Fee – total due \$400 (Principal Wells-Artman, 1 minute)
 - e) Curriculum Ad Hoc Committee & Other Committees– (Principal Wells-Artman, 2 minutes)
 - f) SC Members Announcements – (Art Aleman, 10 minutes)

15. Next meeting date and time: The next regular SC meeting will be held Tuesday October 3, 2017 --- 6:00 pm to 8pm (1 minute)

16. Adjournment (1 minute)

Upcoming Steering Committee Dates for School Year 2017/2018:

1st and 3rd Tuesdays of each month 6:00 – 8:00 p.m.

October 3rd and 17th, 2017

November 7th and 21st, 2017

December 5th and 19th 2017

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February 6th and 20th, 2018

March 6th and 20th, 2018

April 3rd and 17th, 2018

May 1st and 15th, 2018

June 5th and 19th, 2018

The first meeting of the month focuses on student outcomes. It is intended to be a meeting where the Steering Committee “inspects what is expected” as stated in the Charter in regard to student learning.

The second meeting of the month focuses on the business side of operating NJB. Topics include revenue, expenditures, site policies and new or supplemental programs that support the core program. In a month when a second meeting is not scheduled, the agenda for the first meeting may include both business and academics.