

*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.**

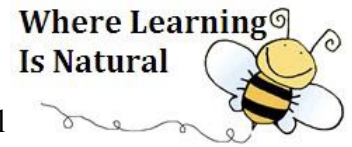
**New Joseph Bonnheim Community Charter School  
Steering Committee Meeting**

**Tuesday, September 5, 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 – Educational 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, 10 minutes)
6. Standing Committee Reports (PTA, Social Committee, Farm Committee, 6 minutes)
7. Approval of Minutes from Prior Steering Committee Meeting, August 15, 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, 105 minutes)
  - c) Attendance of Steering Committee Members: SC Bylaws 2.6 Attendance discussing a member being inexcusably absent for three regular meetings over a twelve month period ([Principal Wells-Artman & Arturo Aleman, 5 minutes](#))

**STANDING BUSINESS**

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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 40 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, 3 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 7<sup>th</sup> & 8<sup>th</sup>

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)
- d) Curriculum Ad Hoc Committee & Other Committees– (Principal Wells-Artman, 2 minutes)
- e) SC Members Announcements – (Art Aleman, 10 minutes)

15. Next meeting date and time: The next regular SC meeting will be held Tuesday September 19, 2017 --- 6:00 pm to 8pm (1 minute)

16. Adjournment (1 minute)

**Upcoming Steering Committee Dates for School Year 2017/2018:**

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

September 19<sup>th</sup>, 2017

October 3<sup>rd</sup> and 17<sup>th</sup>, 2017

November 7<sup>th</sup> and 21<sup>st</sup>, 2017

December 5<sup>th</sup> and 19<sup>th</sup> 2017

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February 6<sup>th</sup> and 20<sup>th</sup>, 2018

March 6<sup>th</sup> and 20<sup>th</sup>, 2018

April 3<sup>rd</sup> and 17<sup>th</sup>, 2018

May 1<sup>st</sup> and 15<sup>th</sup>, 2018

June 5<sup>th</sup> and 19<sup>th</sup>, 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.