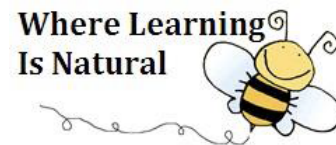


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NJB Steering Committee Meeting Protocols

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

New Joseph Bonnheim Community Charter School
 Steering Committee Meeting



Tuesday, December 1, 2020

3:30 PM to 5:30 PM

Zoom Remote Meeting

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:
Christie Wells-Artman	Member--- NJBCC School Principal	X	
Hang Le	Member--- President/IntermediateTeacher	X	
Ian Johnson	Member--- Vice President/Primary Teacher	X	
Open	Member--- Secretary/Primary Teacher		
Teri Ha	Member--- Primary Teacher	X	
Open	Member--- Primary Teacher		
Sandra Enriquez	Member---Primary Teacher	X	
Eddy Mejia	Member--- Parent/ Community		X
Thi Nguyen	Member--- Classified Staff	X	
Toni Banuelos	Member--- Community	X	
Jack Gonzales	Member--- Community	X	
Quinn Hofmann	Member--- Parent/Community	X	
Mahelet Barrera	Community		

Full Quorum: Yes

2. Approval of Agenda (2 minutes)

Begin: 3:35pm
End: 3:38pm

Motioned: Ian Johnson Seconded: Christie Wells-Artman Approved: X Not Approved:

3. Public Comment (5 minutes)

Begin: 3:38pm
- None.
End: 3:41pm

4. Pledge of Allegiance (1 minute)

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5. Suggestion Box (1 minute)

Begin: 3:41pm
None.
End: 3:41pm

6. Standing Committee Reports (2 minutes)

Begin: 3:41pm
- PTA – Looking into ways to raise funds, discussed Flower Power fundraising. Kevin Bracy approved for school.
- Farm Committee – Flower Power fundraising approved, socially-distanced fundraising.
- Social Committee – December 17th, Hot cocoa and baked goods, social distancing approved.
- ELAC/SSC – December 14 meeting, survey goes out to parents on 12/2/2020.
End: 3:43pm

7. Constituent Feedback on Steering Committee Items (10 minutes)

Begin: 3:43pm
- None.
End: 3:45pm

8. Approval of Minutes from Prior Regular Steering Committee Meeting, August 11, 2020 (3 minutes)

Begin: 3:45pm
End: 3:49pm

Motioned: Ian Johnson

Seconded: Sandra Enriquez

Approved: X

Not Approved:

NEW BUSINESS:

9. Discussion Items related to SC operation: (Principal Wells-Artman, Hang Le) 5 minutes total: 3 minutes presentation and 2 minutes discussion)
a. Election of Parent/Community Member (One Position Open)

Begin: 3:49pm

- There is an opening for the Steering Committee, and Mahelet Barrera has volunteered to run. Following the appropriate voting processes, she will potentially be voted in during the January SC meeting.

End: 3:52pm

10. Discussion/Action Items: (Principal Wells-Artman 10 minutes total: 5 minutes presentation, 5 minutes discussion)

- a. Steering Committee Bylaws Change to Not Have Titles of President, Vice President, and Secretary
i. Look at Changing a Facilitator, Minutes Recorder, and Timer Position.

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Begin: 3:52pm

- The majority of constituents were either for the changes, or abstained.
- Voted on and approved to change Steering Committee titles.

End: 3:58pm

Motioned: Christie Wells-Artman
Approved:

Seconded: Toni Banuelos

Approved: X

Not

STANDING BUSINESS

11. Budget: Informational/ Item: Budget & Enrollment updates (Principal Wells-Artman) 45 minutes total: 25 minutes presentation and 20 minutes discussion
- a) Budget Updates
- a. DISCUSSION: SC Constituent feedback, 2nd Step Processing

Begin: 3:59pm

- District intends on keeping the 124,000, and not dispersing the funding to schools at this time.
- Christie Wells-Artman to follow up about this.
- \$225,788 Working Balance for CARES. Estimated working Balance after item deductions = \$43,357.25. \$64,857.25 is available if we remove the 12,000 encumbered for Cleaning Supplies and the 9,600 from GLAD.

Encumbered Items & Purchases Thus Far:

- \$73,558.75 – Benchmark ELA/EL
- \$8872 – Text Novels
- \$75,000 - Go Math Curriculum
- (Staff Members Paid) - Benchmark Alliance Training PD for 4 session
- \$3,500 Scholar Incentives
- \$9,600 Training on CLOSE Analytical Reading Skills
- \$9,600 Training on GLAD to Support EL’s – Potentially removed because COVID training may not be helpful.
- \$12,000 Cleaning Supplies – To be Discussed and potentially removed due to district funding for this item.

Items to be approved by SC December 1, 2020

- \$5,000 – Math Manipulatives
- \$5,000 – Digital Classroom Platforms and Engagement Tools for Remote Learning
- \$5,000 – Being There Digital Experiences
- \$6,000 – Books for Classroom Libraries – Specifically Multicultural/Bilingual Texts, Science, Ag, etc.
- \$12,000 – Science and Agricultural Kits or texts
- \$5,000 – Bringing 4H into the Classroom Remotely (Items to Support Farm)
- \$9,600 – SIPPS Kits
- \$12,000-15,000 – Furniture, like desks, desktops, hot spots, snap-bands, weighted materials (sensory)
- \$3,000 – Scholar-wide incentives for engagement and attendance
- \$10,000 – Schoolwide Accelerated Readers or Lexile based reading program

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- \$7,000 – Headsets with Mics

- \$7,500 – Increasing Classroom funding to 500 for each class
- **Total - \$111,100 - Estimated Working Balance after item deductions**
- **Total for Agreed Upon Items - \$61,000**

End: 4:39pm

b. ACTION: Spending of CARES Act funding Final Stage 3 based on SC Constituent feedback

Begin: 4:39pm

- Approval of 61,000 for CARES by eliminating cleaning supplies and SIPPS funding and purchasing highlighted items.

End: 4:40pm

Motioned: Christie Wells-Artman

Seconded: Sandra Enriquez

Approved: X

Not Approved:

c. SPSA Parent Budget Overview

Begin: 4:40pm

- LCAP is not happening this year because of the Pandemic.
- There is a new budgetary document in use that will streamline information for LCAP constituents.

End: 4:46pm

b) Enrollment

Begin: 4:46pm

- Enrollment at 304.

End: 4:46pm

c) List of Purchase Orders and Requisitions

Begin: 4:46pm

- HVAC looked at for refurbishment.

End: 4:47pm

Facilities: Informational Item: Operational update (Principal Wells-Artman, 1 minute total)

a) Repairs Update

b) List of Work Orders

Begin: 4:47pm

- Classroom setups looked at for hybrid models.

End: 4:47pm

12. Informational – Other Educational Updates (Principal Wells-Artman, 1 minute total).

a) Update on Upcoming Events Calendar

Begin: 4:47pm

- No updates.

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End: 4:48pm

b) Update on Open Positions/Substitutes

Begin: 4:48pm

- 1st grade position still open

End: 4:49pm

13. Other Discussion Items

a) Curriculum Ad Hoc Committee & Other Committees – (Principal Wells-Artman, 2 minutes total)

Begin: 4:49pm

- None

End: 4:49pm

b) SC Members Announcements

Begin: 4:49pm

- More to come at staff meeting for upcoming family outreach.

End: 4:49pm

14. Next meeting date and time: The next regular SC meeting will be held Tuesday, January 12, 2020, 3:30 PM to 5:30 PM (1 minute)

15. Adjournment (1 minute)

Motioned: Teri Ha

Seconded: Ian Johnson

Approved: X

Not Approved:

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Mike DiSantis	Member--- Primary Teacher
Sandra Enriquez	Member--- Primary Teacher
Hang Le	Member--- Intermediate Teacher
Ana Figureoa	Member--- Parent/Community
Eddy Mejia	Member--- Parent/ Community
Open	Member--- Classified Staff
Open	Member--- Parent/ Community
Toni Banuelos	Member--- Community
Arthur Aleman	Member--- Community

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 2020-21:

1st Tuesday of each month 3:30 PM – 5:30 PM – Regular Steering Committee Meetings

- October 6, 2020
- November 3, 2020
- December 1, 2020
- January 12, 2021
- February 2, 2021
- March 9, 2021
- April 13, 2021
- May 4, 2021
- June 1, 2021

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.

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