

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, November 6, 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 Meetings, Regular Meeting, August 7th, Special Meeting, August 20th, and October 2nd, 2018** (2 minutes)

NEW BUSINESS

9. Discussion/Action Items related to SC operation: (Dr. Mah, 15 minutes total: 10 minutes presentation and 5 minutes discussion)
 - a. Per the current charter, parent/community members will be elected annually. The founding petitioners will each have a five-year term. Each of the five community members will be responsible for forming a Constituent Group from the community and will hold constituent meetings to disseminate information and to gain suggestions, opinions, requests, and data from the community.
 - b. Teachers and classified staff will conduct elections annually for their respective group.

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- c. At the first meeting of the new school year, the Steering Committee will elect a president to chair meetings and a secretary to take and keep minutes.
- d. In the fall of each year, there will be training for staff and community members on the governance and decision-making process at NJB. The Steering Committee is responsible for setting up and carrying out the training.
- e. 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.**

10. Discussion Items:

- a) Status of Charter Renewal Progress (Principal Wells-Artman, 5 minutes total: 2 minutes presentation and 3 minutes discussion)
- b) Tutoring Program Update: Data and progress reporting for approved Phase I of the academic program and discussion of Phase II. (Amelia Villanueva, Principal Wells-Artman, 20 minutes total: 15 minutes presentation and 5 minutes discussion)
- c) Addressing the concerns of the status of the renewal charter, it's implementation, and member suggestion of having NJBCC not move forward as a charter to become a regular school. (Christie Wells-Artman and Arthur Aleman, 10 minutes total: 5 minutes presentation, 5 minutes discussion)
- d) Classroom aides for Kindergarten support: (Ramon Campos and Kathy Kiley, 5 minutes total, 3 minute presentation, 2 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)

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- 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

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, December 4, 2018 6:00 PM to 9:00 PM (1 minute)

16. Adjournment (1 minute)

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Steering Committee Members	
Name	Role
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Christie Wells-Artman	NJBCC School Principal
Teri Ha	Acting Steering Committee President - Teacher
Cassandra Boltz (sub-Christina Barrish)	Intermediate Teacher
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

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:

- 1st Tuesday of each month 6:00 PM – 9:00 PM – Regular Steering Committee Meetings
- 3rd 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 December 2018 (whichever comes first).