



Steering Committee Meeting Minutes

September 19, 2017

Call to order- 6:08 PM

A meeting of [NJB Steering Committee] was held at [NJB] on [09/19/2017].

Attendees

Attendees included [Principal Christie Wells-Artman, Art Aleman, Dr. Mah, Amelia Villanueva-shared position, Gricelda Jaime, Cassandra Botz, Mike DiSantis-Shared position, Toni Banuelos, Lisa Romero Victor Garcia, Elizabeth Moreno, Rose Ramos]

Members not in Attendance

Members not in attendance included [Shannon Zavala-shared position, Cassandra Boltz, Teri Ha-shared position, Michael Madden].

Approval of Agenda

Public Comment

None

Suggestion Box

None

Standing Committee Reports

PTA-Mr. Aleman reported that PTA members are planning the Fall Festival. There will be projects and games. Mrs. Zavala has things organized.

Social Committee-No members or reports for Social Committee.

Farm Committee-Mrs. Banuelos reported this year there were some teachers who planted. Last year everyone planted. Mrs. Banuelos mentioned that the sprinkler in the field is broken. Maintenance staff from district had come by, but they had left before she could tell them about the sprinkler.

Approval of Minutes from Prior Steering Committee Meeting August 15, 2017 and Approval of Minutes from Prior Steering Committee Meeting September 5, 2017

Ms. Jaime mentioned that she needed to add Dr. Mah to the Attendees for the meeting of September 5, 2017. Mrs. Villanueva motioned to approve the minutes. Mr. DiSantis seconded the motion to approve the minutes.

Standing Informational/Discussion Item:

New Business

Discussion/Action Items:

Steering Committee Membership Term- Member mentioned that they discussed that the meeting should be 1 meeting a month, for three meetings. Principal Artman referred to Steering Committee Bylaws Membership Term-Terms for all members of Steering Committee Adopted 12/5/2015. Member suggested that it was good it was brought up, otherwise it could get lost even if we don't vote on it. Members said some members are still waiting to see if the meetings are going to be one to see if they will split the membership. If membership is split, it can be busy. Opinion is best to have one meeting. If there is one meeting, more teacher will be willing to participate. Member asked Can we take action? Member replied it depends. Member thought we can take action. Member said if it turns to one month, he can take over until Spring, and his alternate can take in March or April. Member mentioned she likes to help as much as she can sometimes she has other meetings at work.

Principal Artman went over NJB Steering Committee Bylaws on Page 5, 2.6 "Removal from Seat. A two-thirds vote from all Steering Committee members after review using the NJB decision-making process can remove a member from their seat. A member being inexcusably absent for three (3) regular meetings over a twelve month period could be grounds for such a discussion."

Member mentioned that if a member is absent and shows up to vote when they weren't present for the previous meetings should not be able to vote.

Member said if you make a decision, there is a 2 step process. Then we can vote on it on the next meeting.

Steering Committee New Members & Alternates, Classified Representatives, Parent Representatives, Teacher Representatives- Mr. Aleman motioned to vote to pass on alternates for parents and community members. Mrs. Romero motioned to pass on alternates for parents and

community members, and Mrs. Moreno seconded the motion. Motion passed unanimously.

Attendance of Steering Committee Members- Mr. Aleman called for a motion to remove members based on bylaw 2.6. Mrs. Villanueva motioned to remove Michael Madden per 2.6. Principal Artman seconded the motion. 8 sustained Principal Artman, Dr. Mah, Mrs. Villanueva, Mrs. Banuelos, Mr. DiSantis, Ms. Jaime, Mr. Garcia, and Mrs. Moreno, and 2 abstained Mr. Aleman and Mrs. Romero.

SC Meeting Times-Discuss Options to Accommodate Charter Renewal Discussion-Principal Artman proposed meeting 1st meeting of the month for SC and second meeting for Charter Renewal. Principal Artman presented the Charter Renewal Committee Charter Scope and Sequence. Once a month staff has been chunking the charter into pieces. It's important for staff to be a part of the Charter Renewal process.

Member mentioned when we renew, we look at student achievement. Focus on what you would do to be more effective. Focus on the educational piece. What does it take to improve on the education piece.

Principal Artman went over what was presented for the charter renewal on 9/19/17. This shows that we were getting feedback. This will help clarify.

Member mentioned maybe have a hardcopy for all members at next meeting.

Member mentioned this would be taken back to constituents.

Member asked what is the completion date for the charter renewal. The deadline for the final charter is September 2018.

Standing Business

Budget: Informational/Item: Budget & Enrollment Updates:

Budget Updates-Dr. Mah presented 2 documents, "2017-18 Budget Presented to NJB Steering Committee on June 20, 2017 for Review and for Action on June 21, 2017" and "Budget Review for 2017-2018." Total Projected Expenses. The Working balance is \$70,841.72 Mrs. Villanueva has 22 students now. Members can go to Sac City Unified website, charter schools-Admin regulations. Preschool enrollment is overflowing. Parents want to enroll their children in Kinder.

Member asked what do we need to get a full day kinder? We have extended day tutoring for Kindergarten with Mr. Campos and Mrs. Tipon.

Member mentioned we had to collect data.

Enrollment-Projected enrollment is 284. We have 278 to date.

Member mentioned that by law even though we are a charter, our school needs to be represented for enrollment.

Tutoring went from \$31,500.00 to \$21,000.00

Member asked when tutoring is starting. Member responded that tutoring is starting in October.

Member suggested to put in agenda to vote on tutoring.

Staffing-

List of Purchase Orders and Requisitions

Facilities: Informational Item: Operational Update:

Repairs Update-None

List of Work Orders-None

Informational-Other Educational Updates:

LCAP-None.

Other Discussion Items:

Interview panels- Principal Artman mentioned that the only interview coming up is for the clerk position. The agreement is that the ILT Committee will be on the interview panel, including a parent. Member said she has sat in for clerk. Member mentioned to have an overview. What are we looking for.

Parent reimbursement- Parents have been reimbursed 100%.

Curriculum Ad Hoc and Other Committees-None.

Announcements-SC Members:

Principal Artman announced there is a charter conference in San Diego in March. Member asked how many days? It is a 3 day conference.

Dr. Mah announced to check with constituents about charter school conference in San Diego.

Mrs. Villanueva announced that some members paid for Steering Committee meals. Member asked if she had list. Mrs. Villanueva announced Feria de De Educacion at Sac State on Sunday 10/1/2017 from 10:00 a.m. to 3:00 p.m. She will be participating as a facilitator. There will be a bus taking students to Sac State.

Mrs. Moreno mentioned they should have the school mission statement on the agenda.

Mr. Aleman motioned to extend the meeting 5 minutes.

Mrs. Moreno presented Alberto Carvalho Biography.

Mr. Aleman mentioned we should be represented at the Board.

Next meeting scheduled for Tuesday, October 3, 2017

Meeting adjourned at 8:10 p.m.