**New Joseph Bonnheim Community Charter School**

**Steering Committee Meeting**

**September, 6, 2022**

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 |  |
| Marcela Cardenas | Member--- Facilitator/Parent/Community | X |  |
| Ian Johnson  | Member--- Note Taker/Primary Teacher | X  |  |
| Mike Disantis | Member--- Timekeeper/Primary Teacher | X |  |
| Todd Thibodeau  | Member--- Intermediate Teacher | X |  |
| Lavida Edmondson | Member--- Intermediate Teacher | X |  |
| **Open** | Member--- Classified Staff |  |  |
| Diana Martinez | Member--- Classified Staff | X |  |
| Mahelet Barrera | Member--- Parent/Community | X |  |
| Elizabeth Moreno | Member--- Parent/Community | X |  |
| Arthur Aleman | Member--- Community | X |  |
| Michael Madden | Member--- Community | X |  |
|  |  |  |  |
| Jim Scheible | Consultation | X |  |

**Full Quorum: Yes**

1. Approval of Agenda (2 minutes)

| Begin: 3:34pmEnd: 3:36pm |
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**Motioned: Arthur Aleman Seconded: Ian Johnson Approved: X Not Approved:**

1. Public Comment (5 minutes)

| Begin: 3:36pmEnd: 3:37pm |
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1. Pledge of Allegiance

| Begin: 3:37pmEnd: 3:38pm |
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1. Standing Committee Reports (8 minutes)

| Begin: 3:38pm* **PTA** - Uniform shirt sales have been going well! We have sold nearly $1,000! Popsicle sales are up to $766, net! Great job!
* **Social Committee** - Social Committee is working on celebrations for September birthdays!
* **Farm Committee** - $1400 dollars to clean up and repurpose the farm. ELOP funds will be used for this purpose, for the use of enhanced learning and enrichment. Farm day volunteers will be on September 24 and 25th from 7:00 am to 11:30 am.
* **ELAC** - Meetings are coming up, and Amelia will keep us updated on further information.

End: 3:43pm |
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1. Constituent Feedback on Non-Agenda Steering Committee Items (20 minutes total - 2 minutes each)

| Begin: 3:43pm* Desks and Chairs - Do we have an expected arrival date? \*No.
* Staff Survey completed by Michelle Johnson last year. There is a request for a special meeting to review the survey results from last year.
* The parking lot situation is difficult for parents for drop-off and pick-up.
* Is there a drug awareness program for scholars? There is a drug being infused into Smartee candies, and we need to raise awareness for parents.
* Where is NJB on our counselor?
* One parent is very happy that NJB has a resource teacher dedicated towards reclassifying EL scholars and helping with resource needs.
* Many parents volunteered for field trips and for class experiences.
* Ms. E. is joining to be a part of the Steering Committee as an intermediate teacher.

End: 3:53pm |
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1. Approval of Minutes from Prior Regular Steering Committee Meeting, August 9, 2022 (2 minutes)

| Begin: 3:55pmEnd: 3:56 pm |
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**Motioned: Arthur Aleman Seconded: Ian Johnson Approved: X Not Approved:**

**NEW BUSINESS:**

1. Discussion/Action Items related to SC operation - Christie Wells-Artman, 45 minutes total: 35 minutes presentation and 10 minutes discussion.
	1. Brown Act Review: Steering Committee Facilitator (President), Minute Taker (Vice President), and Timekeeper (Secretary) Elections

| Begin: 3:56pm * Michael Madden is part of the Steering Committee as a community member, as he ran during the elections. **Welcome, Mr. Madden!**

End: 4:03pm |
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* 1. COVID updates (Christie Wells-Artman)

| Begin: 4:03pm * Masks are no longer required, indoors or outdoors.
* If you are exposed, you are still required to quarantine, and you are encouraged to wear a mask.

End: 4:05pm |
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* 1. Farm Program and ELOP Expanded Learning Program (Christie Wells-Artman)

| Begin: 4:05pm * ELOP funds are allocating $80 per hour for teachers for before/after school enrichment and tutoring.
* There will be a tutoring focus, with a ratio of 8:1, but multiple enrichment programs will be available.
* Teachers are free to tutor up to 2 hours a day, 5 days a week. They will also be given 1 hour of prep per 5 hours of enrichment/tutoring.
* Before school and after school session enrichment programs are offered.

End: 4:15pm |
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1. Discussion/Action Items:
	1. Learning and SEL Focus for NJB (Christie Wells-Artman)

| Begin: 4:16pm * NJB has ordered Second Step, an SEL program for the school.
* This is a targeted approach for scholars and families dealing with trauma.

End: 4:20pm |
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* 1. Steering Committee Training on Bylaws and Brown Act (Jim Scheible, Independent Charter Renewal Consultant - 40 minutes)

| Begin: 4:20pm * Jim Scheible compiled 3 separate Bylaw documents into a single document, to be reviewed and approved next meeting.
* Jim also added suggested changes for best practices, to be updated during the next charter review process.

End: 4:40pm |
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**Motion to move Item 12 up to accommodate Amelia Villanueva’s time considerations.**

**Motioned: Mike Disantis Seconded: Elizabeth Moreno Approved: X Not Approved:**

**Motion passed - Informational Item #12 took place at this point in the agenda.**

**STANDING BUSINESS**

1. Budget: Informational/Item: Budget & Enrollment updates (Principal Wells-Artman, 20 minutes total - 15 minutes presentation and 5 minutes discussion).
	1. Budget Updates

| Begin: 4:51pm* Budget information skipped.

End: 4:51pm |
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* 1. Enrollment

| Begin: 4:51pm* 240, with multiple new Kinder scholars.
* 30% Hispanic, many are EL scholars.
* 29% Black.
* 11% White
* 10% General Asian
* 8% Mixed Race
* 7% Middle-Eastern Cultures

End: 4:53pm |
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* 1. List of Purchase Orders and Requisitions

| Begin: 4:54pm* iReady is running out in November.
* $16,000 will be used for renewal.
* $1,500 for BMX anti-bullying rally.
* $1,400 ELOP money - towards the Farm.

End: 4:55pm |
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1. Facilities: Informational Item - Operational Update (Principal Wells-Artman
	1. Repairs Update

| Begin: 4:56pm* New water bottle fountains installed.
* Blacktop Restored and renewed.
* ADA Parking Lot updated.
* Shade structure installation is underway, but one of the supply warehouses caught fire, and the structure will not be completed until January.

End: 5:00pm |
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* 1. List of Work Orders

| Begin: 5:00pm* Major construction on the playground continues.
* Dry rot is being repaired as well.

End: 5:00pm |
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**INFORMATIONAL ITEMS**

1. Informational - Scholar Outcomes to date when compared to the Smart Goals at each grade level (Principal Wells-Artman and Amelia Villanueva, 10 minutes total: 5 minutes presentation and 5 minutes discussion)
	1. ELAC and RFEP Updates

| Begin: 4:40pm* We have 53 scholars in the ELPAC program.
* Next Summative ELPAC test is in February.
* We have 6 scholars at level 4, and are ready for reclassification. Amelia will start that process, then scholars will be monitored for 4 years before being reclassified.
* Monitoring process reviews iReady and other diagnostic data.

End: 4:51pm |
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1. Informational - Other Educational Updates - Principal Wells-Artman (3 minutes)
	1. Update on Upcoming Events Calendar

| Begin: 5:00pm* Personal Best assembly upcoming.
* Farm Day - 9/24/2022 & 9/25/2022
* Town Hall on the ELCAP procedure upcoming.

End: 5:01pm |
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* 1. Update on Open Positions/Substitutes

| Begin: 5:02pm * 5th grade position open - Mr. Ford is currently the long term sub. Closes 9/8, interviews will follow.
* K/1st grade position open - Ms. Artman is in place, with a shadow to take over her duties.
* ELAC aides positions posted.

End: 5:03pm |
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1. Other Discussion Items
2. SC Members Announcements

| Begin: 5:03 pm* Lavida has been nominated as our new Steering Committee member for Intermediate grades. Welcome **Lavida**!
* Pastor Jack is doing a drive for goods for the homeless.
* Focus on our new school pride shirts! Scholars are excited!
* Can we focus on updating the website, and making sure notice is sent out about the next Steering Committee meeting online?
* Mr. Johnson and Mr. Disantis are hosting their Multiplication Day on September 14!

End: 5:15 pm |
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1. Next Meeting Date and Time: The next regular SC meeting will be held Tuesday, October 4, 2022 from 3:30 PM to 5:30 PM (1 Minute)
2. Adjournment (1 minute)
**Motioned: Marcela Cardenas Seconded: Ian Johnson Approved: X Not Approved:**

**Steering Committee Members**

| **Name** | **Role** |
| --- | --- |
| Christie Wells-Artman | Member--- NJBCC School Principal |
| Marcela Cardenas | Member--- Facilitator/Parent/Community |
| Ian Johnson | Member--- Note Taker/Primary Teacher |
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| Lavida Edmondson | Member--- Intermediate Teacher  |
| Diana Martinez | Member--- Classified Staff |
| Open | Member--- Classified Staff |
| Mahelet Barrera | Member--- Parent/Community |
| Elizabeth MorenoArthur Aleman | Member--- Parent/Community |
| Arthur Aleman | Member--- Community |
| Michael Madden | 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 2022-23:**

1st Tuesday of each month 6:00 PM – 8:00 PM – Regular Steering Committee Meetings

August 2, 2022 (second day of school)

September 6, 2022

October 4, 2022

November 1, 2022

December 6, 2022

January 10, 2023 (January 3 is during Winter break)

February 7, 2023

March 7, 2023

April 18, 2023 (April 4 & 11 are during Spring Break, Alternate option March 28)

May 2, 2023

June 6, 2023

***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.