



NJB Steering Committee Meeting Minutes

October 17, 2017

Call to order- 6:06 PM

A meeting of [NJB Steering Committee] was held at [NJB] on [10/17/2017].

Attendees

Attendees included [Principal Christie Wells-Artman, Dr. Mah, Art Aleman, Amelia Villanueva-shared position, Gricelda Jaime, Cassandra Boltz, Lisa Romero, Stephanie Flores, Victor Garcia, Elizabeth Moreno, Rose Ramos via phone, guest: Mahelet Bacerra]

Members not in Attendance

Members not in attendance included [Shannon Zavala-shared position, Teri Ha-shared position, Mike DiSantis-shared position].

Approval of Agenda

Principal Artman made a motion to approve the agenda of October 17, 2017. Mrs. Boltz seconded the motion to approve the agenda. The agenda was approved by members unanimously.

Public Comment

None

Suggestion Box

Mrs. Boltz motioned to switch Items 5. Suggestion Box and 6. Standing Committee Reports with Item 9. New Business Discussion/Action Items and Item 10. Standing Business Budget: Informational /Item: Budget & Enrollment updates. Principal Artman seconded the motion to switch Items. Motion to switch Items 5 and 6 with Items 9 and 10 was approved by members unanimously.

Standing Committee Reports

PTA-Member announced NJB Fall Festival. We have 3 parents and 2 staff for chili cook off.

Social Committee-Member mentioned they are planning for the holiday dinner on December 8, 2017. The choices are Spaghetti Factory, Pizza Rock and La Teraza. There are also 2 birthdays this month.

Farm Committee-Permit application. Member asked if anyone is willing to pick up pumpkins from Davis Farm our fall festival. Member offered to pick up pumpkins.

Approval of Minutes from Prior Steering Committee Meeting October 3, 2017

Member mentioned that member Mike DiSantis was put as member in attendance and also not in attendance. Mike DiSantis was not in attendance.

Mrs. Boltz made a motion to approve the minutes, Principal Artman seconded the motion to approve the minutes. The minutes were approved by members unanimously.

Standing Informational/Discussion Item: SC Training: Charter Renewal

None

New Business

Discussion/Action Items:

Steering Committee Agenda Development Committee New Members 2nd Step-President, Facilitator and Mrs. Moreno are part of the agenda development committee. Mrs. Artman made the motion to approve the agenda committee members. Mrs. Boltz seconded the motion to approve the agenda committee members. The agenda committee members were approved by members unanimously.

Steering Committee Agenda Modifications 2nd Step-Member had suggested to modify the agenda in the front. Member mentioned putting the vision as well on the agenda. Mrs. Artman made the motion to approve the agenda modifications. Mrs. Villanueva seconded the motion to approve the agenda modifications. The agenda modifications were approved by members unanimously.

Steering Committee Meeting Times-Discuss Options to Accommodate Charter Renewal Discussion-Principal Artman presented the NJB Parent Survey. Member suggested to follow same process meeting time as LCAP on the second Tuesday of each month. Member said there would be more input. Charter meetings will be the third Tuesday of the month, 3 times a day. The first Tuesday of the month will be the Steering committee meeting. Mrs. Boltz made a motion to approve holding the charter meetings on the third Tuesday of the month. Mrs. Romero seconded the motion. Holding the charter meetings on the third Tuesday of the month was approved by all members unanimously.

Suggestion Box-Relocate, and/or Add-There will be a shelving with suggestion box.

Standing Business

Budget: Informational/Item: Budget & Enrollment Updates:

Budget Update. Dr. Mah presented the Account Summary and Budget Update 2017-2018. We get funding based on number of scholars enrolled. Homework between now and November meeting to see if it is accurate.

Member asked about Nutritional Services. The Actual Cost is \$1,780.00

Enrollment-We have new enrollments. We have twins in 6th grade, we have a 5th grader, and second grader on wait list, and a kindergartner.

Staffing-Mrs. Lynzy accepted a new job as field maintenance operator. Mr. Contreras will be her supervisor. We will have 2 interviews, one for clerk and one for plant manager.

List of Purchase Orders and Requisitions-None

Facilities: Informational Item: Operational Update:

Repairs Update-We had vandalism by 2 scholars in the bathroom. Member asked if parents are liable. Member responded that parents are legally liable. We looking at getting yard duty at the other crosswalk.

List of Work Orders- Principal Artman presented the Special Project Approval Request Facilities Support Services application. Timeline is June 30, 2017.

Informational-Scholar Outcomes to date when compared to the Smart Goals at each grade level

Math-

English language arts-

English language development for English learners-

Ag Focus per NJBCC Charter-

Tutoring Program-Tutoring is on the way through Club Z. Mrs. Boltz, Mrs. Villanueva, and Ms. Jaime are members who are tutoring. Other teachers are tutoring also. Teachers selected the scholars. The sessions started this week. Principal and teachers gave input of smart goals. Member asked about home tutoring. Member said Club Z Coordinator is open to that.

Informational-Other Educational Updates

LCAP-

Update on Enrichment Kindergarten Program-None.

Update on Upcoming Events-None.

Update on Preschool Program-Preschool is going great. Most of the parent, 95% are NJB. We will have good enrollment for kinder next year.

Update on Professional Translation Services for Spanish Speaking Parents-We have translator headsets and Ms. Jaime translates. Documents are also translated.

Information on adding grades 7th & 8th-Part of the charter.

Other Discussion Items:

Interview Panels-Documented Process & Recent Hires-Posting for Plant Manager, and interviewing for the clerk. Member will invite some staff to be on the panel.

Curriculum Ad Hoc and Other Committees-None.

Announcements-SC Members:

Member said that one of the constituents had concerns with the utilization of Ms. Jaime. Member mentioned that on Friday during SSTs Ms. Jaime will sub in classrooms. Teachers go to trainings so it will go under the budget for subs.

Member asked if there is a program regarding students who vandalize. Member is looking at that. One of the scholars is in the program.

Member announced that the of the 3 scholars eligible for possible reclassification, 2 of them are done with CELDT retake, and one 6th grader is almost finished.

Member said we have a pending teacher strike. Member said we can not ask questions, and member can not give advice. District has protocols, and principal has protocols.

Member said due to wear and tear, everyone needs to park in the designated parking. This is for safety in case law enforcement needs to get in and wear and tear.

Member said parents need to sign in when visiting, volunteering and meetings. Member will send email reminding parents to sign in.

Member said parents called and one brought wellness about selling otter pops. We want to follow the protocols.

Member said we want to follow procedures.

Guest said that her family had a cousin in Woodland who might be able to donate pumpkins for the fall festival. She will check with her cousin and let the committee know.

Next meeting scheduled Tuesday, November 7, 2017.

Meeting adjourned @ 7:50 p.m.