

**BRIDGES Charter School Meeting Minutes**  
**Regular Meeting of the Board of Directors –February 16, 2011**  
**BRIDGES Charter School, MPR Room**  
**1139 Windsor Drive, Thousand Oaks, CA**

**I. CLOSED SESSION: 5:45 PM**

- A. Facilities. Discussed numbers and discussions with our sponsoring agency.
- B. Personnel Update and Configuration for 2011-12. Discussed next year's configurations. Reviewed teacher surveys
- C. Confidential Student Incident. Handled without further incident.
- D. BCS Governing Board Policies. Developing using policies from other Districts.

**II. OFFICIAL OPENING OF MEETING**

- A. Call to Order
- B. Report from Closed Session
- C. Roll Call and Establishment of Quorum:

	Present	Absent
1. Kathy Jonokuchi	___X___	_____
2. Randy Witt	___X___	_____
3. Jim Floyd	___X___	_____
4. Melissa Swanson	___X___	_____
5. John Saunders	___X___	_____

- D. Approval of the Agenda
 

Motion made by: Melissa	Motion seconded by: John
Action: 5 Yes 0 No	Abstentions:
- E. Approval of Minutes of Meeting on January 31, 2010
 

Motion made by: Randy	Motion seconded by: John
Action: 5 Yes 0 No	Abstentions:

F. Communications

- 1. Public Comments. Cindy Morrow, PAC Treasurer would like to be a signer on the PAC Account
- 2. For Information: President and Board Report. Kathy informed when the information for the Board Meeting needs to be submitted seven days before the Wednesday BOARD meeting. Call for Agenda items will be 10 days before the meeting. Attached is full report.
- 3. For Information: Director's Report. Hilda gave a report. Please see the attached
- 4. For Information: Educators' Report. (See attached report)Lori and Laura gave their report. Please see the attached
- 5. For Information: ISP Coordinator's Report. Claudia Weintraub gave her report (see attached report).
- 6. For Information: BRIDGES PAC. Report by Bob Linville. (Please see the

attached).

7. For Information: BSA Report. Bennie Martinez. Waiting for word from State for Grant. State is swamped so it will be sometime before we hear. Bulk of money for instructional material and curriculum for next year. Bennie will send an email to confirm the verbal receipt of Grant Application. \$250,000 loan from the state—we might know by next board meeting. 1<sup>st</sup> qtr report in accordance with new grant guidelines has been submitted. 1<sup>st</sup> Interim Report was built off of 221 enrollments. At P1 we had 228. 2<sup>nd</sup> interim Report based on 248 enrollments. Recommend we get a Budget Committee together to plan the budget. Consist of Board members, directors and teachers. We talked about having a standing date for meeting on the budget-once a month. We reviewed the 2<sup>nd</sup> Interim report. We will not know the ramifications of cuts until extension of state tax increase is voted on. State is issuing revolving loans for a lot less than the \$250,000 applied for.

#### G. Consent Items

1. Approval of Monthly BRIDGES Financial report. Randy made motion John seconded it. It passed 5 Yes 0 No.
2. Approval of Fingerprinting MOU from VCOE. Randy made motion and John seconded it. It passed 5 Yes 0 No.

#### I. Action Items (Each item requires a motion for approval).

1. Resolution No. 2011-7 ISP Budget for 2010-11. Independent Study Program Budget. Randy made the motion and John seconded it. 5 Yes 0 No.
1. Resolution No. 2011- 15 PAR for data entry on enrollment forms, starting 2/14/11 to 3/23/11. PAR is non classified. \$15 an hour 2 hours a day. Melissa made motion and John seconded. It passed 5 Yes 0 No.
2. Resolution No. 2011-16 Approval of 2<sup>nd</sup> Interim report. Motion made by Randy and seconded by John. It passed 5 Yes 0 No.
3. Resolution No. 2011-17 Increase 2 Yard Duty positions to 5 hours/day. Randy made the motion and John seconded it. It passed 5 Yes to 0 No.

#### H. Discussion and Information Items

- I. Adjournment at 8:10 PM. Randy made the motion and John seconded it. It passed 5 Yes 0 No.

Respectfully Submitted,  
Jim Floyd, Secretary of the Board

JF/jrf

President's and BCS Board Report  
February 16, 2011

Protocol for Regular Meetings for BCS Packet

Regular meetings will be the third Wednesday of each month.

Call for agenda items and reports will be sent out approximately 10 days before the meeting.

Agenda items should be submitted to the president for preparation and assignment of resolution number, 7 days prior to meeting.

Reports from Board, Director, ISP Coordinator, Educators, and BRIDGES PAC should be fully edited and submitted 6 days prior to meeting.

5 days prior to meeting, completed packet, including agenda and last meeting's minutes to Benny Martinez.

3 days prior to meeting, secretary will post agenda online on the BCS website and a hard copy at the school.

I have made contact with River Oaks Academy in Westlake Village. They are a K-12 Charter Homeschool for Ventura Co. families. Resa Brown, the director, was in charge of Las Virgenes Academy, previously with Las Virgenes Unified. Her program is based on whole-child education, standards based and the curriculum is also student directed. Resa has been referring families to BRIDGES for our whole-child approach. They have electives during the week that are free and field trips are organized by parents. They also have a sense of community where parent participation is key. Students are offered over 38 languages through Rosetta Stone online free of charge.

**BRIDGES Charter School  
Board Meeting 2/16/11  
Director's Report**

**Personnel** - Hilda is currently meeting with teachers to assess teacher satisfaction, areas of need, and for suggestions on how to improve services we provide to students and families. This information will help identify staffing needs for next year and begin some preliminary planning. Hilda will also meet with office staff, custodians, and yard duty personnel. There is a need to provide more supervision on campus for students coming to and from the restroom and in the far corners of our play fields.

**Parent Tours** - We continue to have parent tours every Tuesday and Wednesday through the end of this month. The tours continue to be well attended, with parents picking up Applications for Enrollment on their way out. Parents report being very impressed by what they see in the classrooms and enjoy being able to ask questions of the upper grade students. Parents also like having the opportunity to hear from the Kindergarten teacher or parents in the

classrooms. Rose Ann was working on coordinating 55 parents into tours as a result from last Thursday's Parent Information Meeting.

**Parent Information Meetings** - There were approximately 85 people in attendance. The format was changed some, with Tina, Kindergarten teacher being able to present aspects of her program. This was very well received by the audience. Overall the evening was very successful with many Applications for Enrollment filled out before the meeting was over. There is interest in all grades from K-8th grade.

**Afterschool "Extensions" Program** - Kristin Green kicked off her afterschool program on February 1st with two credentialed teachers, Dana and Crystal as her backup. The children are participating in lots of play, some homework time, cooking, experimenting, and more play. All children and families are enjoying what the program is offering and Kristin has been able to recruit some additional families into the program. Information about Kristin's program was shared at the Parent Information Meeting and Kristin was also available to answer questions.

**Race To Nowhere Screening** - There were 154 seats sold for the Race to Nowhere screening. Seats were positioned throughout the entire room, with hardly any way to move throughout the meeting room. There was a panel discussion following the movie with three high school students, one High School Teacher, one High School Psychologist, and one Director of Vocational Education who is also on the board of ACE Charter High School. A lively discussion followed with parents asking questions about challenges students face and how to initiate change. Interested parents signed up for a meeting that will follow to discuss next steps in moving toward change in our local schools.

**Applications for Enrollment** - Applications continue to fill the mailbox in the office, as well as re-enrollment Forms. The current school roster will be used to track the return of re-enrollment forms to ensure we receive them from all students planning to return to BRIDGES next year. Phone calls will be made to families that do not return forms in the next couple of weeks. Applications for enrollment are now being put onto a spread sheet in preparation for the lottery which will take place on March 23 for grades where there is more interest than there is space available. School staff has been identified that both has the time to complete this work, and can accurately manage this critical procedure. Applications are date and time stamped and then placed in the mailbox for safekeeping until the end of the school day, at which time they are locked into Hilda's office.

**Casa Pacifica Donations** - The children from BRIDGES donated two very large boxes of toys and stuffed animals to be given to the children residing at Casa Pacifica Children's Shelter. Well over 100 items were delivered by members of BRIDGES Me to We Club and the student Community Outreach group. The children, accompanied by Itamar Harari, BRIDGES parent and Optimist Club member and Hilda were given the history of Casa Pacifica and a short tour by Louisa, a staff member from Casa Pacifica. The items were delivered on Monday, February 14th for Valentine's Day.

## Educators' Report

Staff Board Report 2/16/2011 by Laura and Lori

### **Classroom update- some highlights:**

K-2 celebrated the 100<sup>th</sup> day on 2/10 with many activities and parents on deck. Kinder has taken a field trip to the Dentist office and will be visiting the post office to go along with their community theme.

1<sup>st</sup>/2<sup>nd</sup> is building community in the two rooms by working on a play together.

3<sup>rd</sup> has been working on projects, in particular for their Chumash museum exhibit on 2/16

3<sup>rd</sup>-6<sup>th</sup> experienced fabulous opportunity called the Music Van on 2/9 (thanks to Laura, Denise Kamrandt, Merley Greenidge, and many parent helpers) - all students learned about orchestra instruments, heard them played, and then had a chance to explore and play the instruments themselves. The kids had a blast!

4<sup>th</sup>/5<sup>th</sup> has been busy with science (FOSS kits) and it starting to look at explorers. They are working on writing with evidence. They also had a Conejo Historian come in to do a presentation about pioneers (thanks to Laura).

6<sup>th</sup>/7<sup>th</sup> have had Africa and Israel presentations, a new 7<sup>th</sup> math textbook adoption, starting online science curriculum with the Jason Project (geology focus) and are starting to get prepared to attend outdoor school in April, which 3 days up at Circle X Ranch in the Santa Monica Mountains. The journalism team (student led) is about to publish their second newspaper.

**Enrichment:** We kicked off a new round of after school enrichment, semester 2. Many more students signed up for sport's club. Sky High dance was also very popular. Our classes are now offered until 5:00 PM in two shifts. There is a concern by some that our band and music programs, which had over 80 students combined last semester, have been reduced in number, as children now have other choices. We are hoping the Music Van demo will bring in a few more band students.

**Report Card:** All students got their first report card on Jan 28<sup>th</sup>. The 1<sup>st</sup>-7<sup>th</sup> report cards were designed by Lori and Laura and took almost two months of work to finalize; all staff had input on them in their development. Tina created the Kinder report card with the help of Tori. Teachers spent about 1/2 hour per student filling out the comprehensive reports, or longer due to the newness in formatting and copying. It was an incredibly difficult task, and we applaud our team. So far, we've had numerous appreciations from parents who were pleased to receive such an informative document.

**Other:** Students in the upper grade Me to We club are doing two donation "drives": one as a coin drive to raise money to help build a school (or at least bring resources to a community so kids can attend school) in Sierra Leone, Africa. The other branch of Me to We is called "Community Service"- they will start a blanket drive for needy families as soon as the Casa Pacifica toy drive is over. Upper grade kids are leading this, and are charged with providing information to classrooms.

**Staff:** Laura has been in the classrooms more (now that enrichment and report cards have settled); she's helped prepare different ELA (English Language Arts) lessons, social studies lessons, is helping teacher lesson plan, as well as fill out behavior reports and SST paperwork. Staff also discussed at our last staff meeting some ideas for Friend's Day activities (no new start date has yet been determined), as well as our philosophy about fundraising for the BRIDGES Sports-a-Thon. On January 28<sup>th</sup>, Glenwood and BRIDGES staff came together after school in the Glenwood/BRIDGES library for some good food and conversation. Laura and Glenwood teacher Arlene were congratulated for putting this all together. Some Glenwood teachers even came into BRIDGES classrooms afterward for a visit.

**Concerns:** We are dealing with some concerns by parents regarding their child's classrooms and trying to mitigate the issues, as well as support teachers, parents, and students in finding resolutions.

**Question for Board:**

Curriculum budget for next year: when will we know about how much funds we have for curriculum, materials, staff training, activities, and supplemental services?

Science Fair Night and how students were able to share their knowledge and passion for science. Thank you Cyndy Rodgers.

We would also like to add the amazing job our Art teachers are doing with their latest art sculptures. Alberto Giacometti- plaster and paper sculptures. They are really fabulous. Helle showed students a slide show of some of the artists' work, and talked about his style, prior to leading the 2 week project.

**Independent Study Report**

**Homeschool Update for Board Meeting February 16, 2010**

- Homeschool has started its Spring Semester on January 31. New Master Agreements were signed for all students.
- As of Tuesday, February 1, we were at 34 students, however, as of Wednesday, February 9, we are at 38.
- Homeschool has now moved into Room 11. During our semester break week (January 31- February 4) with the help of many of our Homeschool families (including a lot of the new ones), we moved all of our items and are now happily situated in a wonderful room. Parents and students comments were all positive (see email excerpts below).
- This week, Monday, February 7<sup>th</sup>, we started our new Enrichment classes. All of the classes were a great hit.
  - We started our Smart class, our LEGO robotics class, our Spanish, our cooking and the Drama class.
  - We also are asking our parents to teach a class as their way of contributing a talent to Homeschool.
  - Our supervising teachers also lead a class. Leina is teaching an ELA class. Samantha and Shirley a “variety” class, where they will expose our students to new topics each week.
- This month, to celebrate Valentine’s Day, we will have a potluck lunch (all the parents have signed up to bring a food item), and our teachers will lead a center activity related to Valentine’s Day (writing a Haiku, making a greeting card, etc.)
- For the month of March, we are planning an “International Day”, where each student will present a country of his/her choice. The short presentation will include a food item from that country, as well as possibly dressing up according to the country’s customs.
- For April, we are looking at having a “Dr. Seuss Day”.
- We have a couple of parents, who volunteered to be in charge of our field trips and hope to get that going later this month, or in March.

- On Friday, February 11, I will be representing BCS and VCS Homeschool at the Port Hueneme Base's "School Option Fair".
- On Wednesday, February 2<sup>nd</sup>, the entire Homeschool staff had a 2 ½ hour meeting to discuss the upcoming semester. Our next staff meeting is scheduled for Monday, February 28<sup>th</sup>.
- We are talking with "Much Ado About Shakespeare" to have a "Shakespeare Day".
- We are also talking to SEASONS (Senior Experts And Speakers on Numerous Subjects) to come and talk to our students. The brochure of this wonderful program is attached here as well.
- We are working with CLU regarding the e-tutoring and hope to get this pilot program off the ground this semester. I am scheduled to meet with several students in the next week to discuss the details of this program and to get them trained on the technology that we are planning on using.
- We are preparing our 4<sup>th</sup> and 7<sup>th</sup> grade students for the Writing Test administered on March 1 and 2.
- A link to released test questions, all the testing dates and information for the upcoming state mandated testing was sent out to the families, including information on the PE test.

Respectfully submitted,  
 Claudia Weintraub  
 2-10-11

Parent Comments:  
 Claudia,

I just wanted to tell you that it was a great experience today helping set up the room and meeting other parents and their kids. It was wonderful to talk with other parents about why they chose Bridges (independent study) and how we can help make Bridges a great place for our kids. I was reminded of the saying, "it takes a village...". I am so glad I found out about Bridges and am very thankful to all that made the great effort to make Bridges come to life.

Sincerely,

Lorraine  
 Hello Claudia,

I am glad I was able to make it as I had the opportunity to meet and speak with some amazing moms. I was able to connect with Julie Beemer, Lorraine Masuoka, and Marjon Amiryan and because of the talks I had, I drove home feeling more confident and secure in my decision to Homeschool my daughter.

I can't thank you enough for all that you do. Wishing you a great rest of the week and weekend.

Warmest,  
 Cindy

## PAC Report

Bridges charter school

PAC Minutes for

February 2nd 2011

Student board report- the students were busy taking surveys on many issues of which are important to them. they would like more organization of sports. many kids are very excited about the gaga pit and would like the pit to be completed soon! some of the kids have no idea what the pit is or its use?" Me to We" goal is to collect money by placing jars in the class rooms for the Sierra Leon for kids who have less. the Pioneers club will be meeting in 2 weeks. the kids are happier with extended enrichment.

Faculty Board Report. Joey- teachers would like more info on PMC'S IE, description, purpose, and contact info. also a special THANK YOU! to the PAC members was said by Joey from the teachers!

facilities, Drew Purvis- gaga pit will be done in about a week, relocated tether ball area, drew would like to put together a scale model of the facility's and have it accessible for all (including the kids) to help design ideas for the grounds. a concern was stated kindergartners may have a hard time getting in and out of the gaga pit.

Food PMC- the Glenwood kitchen is now available after 1:30 only. Christina McClure will be the point person for usage of the kitchen. Melissa Brisbois and Robin pool will coordinate with Kristina to utilize the kitchen for 2 upcoming parent info nights. planning food ideas for the end of the school year celebration. planning for the sports-a-thon. would like to hear from other PMC'S as to food ideas and bake sales. wanting to send home food policy once again and offer suggestions as well. trying to set up weekly after school snack purchase. next meeting food PMC will be Thursday the 24th at 7:00 at Sarah Fitzgerald's house.

ins, media, - a computer was donated and working for bridges extensions as well a monitor and printer (thank you tom!) several books from boarders are in the donation bin and will be sorted at the next garage sale.

parenting resource- the road to nowhere will be the 8th of February and bridges parent resource will be offering childcare (Thank you!) march parent education event (TBD) will be on Healthy food choices and policy, with April and may about circle and conflict resolution. will develop a survey for feedback on topics for 2011-12 school years. want to identify bookcase location would prefer room next to office? to start parent educational literature library. need to schedule rooms for zumba and meditation.

Performing arts- the band and choes will perform in may in the All- District band and chorus festival. an issue has come up that our middle school choes will not be highlighted in this performance due to the size of our choir? this having to do with CVUSD. Hilda and others met with representatives from Conejo schools foundation, the arts council, and director of events, it was decided to wait and see as to how many 6th and 7th graders sign up and if a performance can be put together.

Community outreach- parent info meetings will be held on the 10th and the 23rd of February in the MPR room. these events will be advertised in the Acorn and Star, word of mouth is the best tool. the school tours are being held 2 times a week! 43 family's this far toured bridges. a tour was given to 5 preschool directors and was very successful! and Healthy Breakfast was also served. the preschool directors indicated they would be more than happy to recommend bridges. Amgen kinder night will be held on Jan 13th Lori and Tina represented Bridges on a panel of 14 area schools. approximately 70 Amgen the goal is to attract 50 K students as well 18 students in 1st and 2nd, and 17 3rd graders. will have Booth's at whole foods and trader Joe's the 5th and 19th of February, the booth will have Craft for kids and parent handouts! needing more volunteers to Help with this event, CVUSD has offered only 2 additional rooms for next year and the need is for more, in support of the effort we want to make the community aware of the need so letter will be formed and placed in the Acorn.

Social events PMC- science fair completed, 65 kids presented projects the feedback for this event was a positive one. a receipt will be submitted for the ribbon costs, 47 people have paid reservations for the wine dinner, need 50 to break even. would like to create a raffle using donated gift card amounting to \$5 \$10 \$15 \$20 dollars to be raffled off for the ticket price of \$3 dollars. this smaller raffle would be for those who could not afford the bigger basket items. John Baker has been asked to include the dinner in the communicator. Hilda will be asked to make a last call for dinner tickets and to add a reminder for gift cards. next meeting will be the 15th February 2:30 to review. a proposal was submitted for a social event and will be reviewed by PAC.

Green Team- snack wrap making party planned for the 18th Feb. now have a tiered worm bin and need to know what to do with it. an idea is presented to have an "I WALK" day where people toy to ride bikes, walk share a ride! (TBD) but before spring break. would like a whole school fundraiser that could generate 1,000 dollars by end of the school year by recycling for cash.

Art PMC- the after school art is going well and 40 kids strong! and eager to learn. students are also working on drawings for a school mascot and with the hopes to use it at the Olympic day event. the next project will be focusing on sculpture!

Grant writing PMC- is working with Amgen and connecting with Amgen parents for possible grants. a discussion for logging hours is of importance! volunteer hours are Worth money! 500 dollars per 20 hours.

Garden PMC- All is fine and going well, Tricia stated she needs no help. shares the kids are harvesting vegetables and enjoying fresh salads. a concern mentioned by Hilda the shed door was left open and the potential for injury is there and the door to remain shut, Tricia stated she wanted no kindergartners in the garden with out supervision further she will make sure the shed is off limits to the students. Joey had a concern a student had cut them self in the garden area and wasn't sure how but wanted in mentioned. Tricia will ask Maria and Jeri if they want to garden area open all day.

Budget Report- Cindy wanted the PMC heads and parents to be aware of the out flow compared to income the balance is about 20,000 dollars but the amount is deceiving. Cindy shared the rough draft of a future budget and as to why it is so important there is volunteers for future fundraisers... point being some complain as to why? there are so many fundraisers everyone should be educated as to the importance!

open forum

Cindy shared- the idea for a coupon book (keepsake book) and the advertising from local companies, also will have family pictures school pictures etc, the cost being 3,000 dollars, with the potential of

making much more! this would tie in to the sports-athon. the books would go home with each student about 2 weeks after the event. possible parents could purchase space with quotes and pics of their choice. cooperate sponsorship is important.

CLOSED SESSION 8:55

Discussion Began with a fallen tree and how it can be brought to bridges for the kids on the field.

A complaint letter was brought to the attention of the PAC and will be addressed by 2 PAC members.

A discussion was brought up on PMC guidelines.

The Pac asked Billy if he could get the meeting minutes prepared prior executive session! He/I agreed.

the PAC had a very lengthy discussion on parents who have not had any volunteer hours in since the beginning of the school year as well as to few hours. A letter will go out with an attached signed! contract from those parents! further discussed the priority of donation hours being a minimum of 2 and 1 half of those hours should always be in the class room and pmc volunteer hours to follow. Cindy will form the Letter.

when a parent sows up to the office ready to volunteer! that parent should never be sent away! there is always somewhere or something to volunteer for!

a discussion on providing mentors for new volunteers would be a good option for those parents who could be intimidated or simply not sure of the process.

an outreach Idea was discussed to have an information booth at each and every event at bridges to provide information on school philosophy and to have a list of parent mentors available as needed this would better track those parents who are not putting in required Hours at the same time helping them do so.

possible event proposals should be submitted with 3 members of any one PMC this signifying support of proposal.

garage sale date was not specified.

CLOSED SESSION ENDED 11:10pm....