

BRIDGES Charter School

PUBLIC MEETING OF THE GOVERNING BOARD

Monday, January 9, 2012

Meeting Location: Multipurpose Room, BRIDGES Campus,
1335 Calle Bouganvilla, Thousand Oaks, CA

MINUTES

A. OFFICIAL OPENING OF THE MEETING

1. Call to Order at 6:33 pm
2. Reminder to community to turn in Public Comment cards for Agenda Item B.
3. Our vision is to create a K-8 learning community in which all teachers, parents and students partner to support the cognitive, emotional and social success of our students; where there exists positive, respectful and peaceful collaboration, and where children are enabled and empowered to become lifelong learners and compassionate global citizens.

4. Roll Call and Establishment of Quorum

	Present	Absent
<i>Jon Baker</i>	X	
<i>Terri Childs</i>	X	
<i>Kim Convy</i>	X	
<i>Kenny Leopold</i>	X	
<i>Jim McGlynn</i>	X	
<i>Kathi Vanderluit</i>	X	
<i>Randy Witt</i>	X	

5. Approval of the Agenda for the current Public Meeting of BRIDGES Charter School Board of Directors.

- Motion to approve Agenda for this meeting, with removing Action Items *H1* and *H4*, and changing the date on Item *K*, Next Meeting Date Proposed Topics, to January 23rd.

Motion made by: Terri

Motion seconded by: Jim

Action: 7 yes

B. PUBLIC COMMENTS

1. Lynelle Mcelhannon, BRIDGES grant writer. Would like to see whole child philosophy used at home. Peer education of interest, especially training middle school students to teach other students and to be the trainers of our families. Lots of money available for this. Next step, have youth attend conferences and present how it's done at BCS. Has seen that people everywhere on different levels. Francesco DiMola, with Mia, is a rep to the PAC. Discussed recent interest in leadership group, Eagle Scout project. Write up a grant for this.
 - Jon Baker agreed to be liaison on this project.

C. CORRESPONDENCE

None.

D. STUDY SESSION:

1. Comments on Founders Syndrome article. (*Board Packet Item 1*)

Jon and Randy met and discussed the article and other relevant topics.

Jon – Article focuses on good things; doesn't exclude founders. MATES and other charters have founders still running things. Want to be ready for founders to move on.

Lynelle – When will we have a strategic plan? WASC will help develop it. Founders have ideas in their minds, but need an official Strategic Plan, as non-profits always do.

Kim – Does this exist?

Randy – No strategic plan created last year. Will be the focus of WASC.

Kim – There is some form of plan.

Jim- That would be the charter.

Jon – Timelines are in the charter. These have all changed, driven by financial realities. No page that specifically says "Strategic Plan."

Randy – This would be driven by the Board.

Jon – Does VCOE have something?

Tiffany – Start with WASC planning and then come up with final version.

Terri – Parallel with High Tech start-ups and their founders.

E. REPORTS

1. Director – Met with Linda Bethany from CVUSD about additional space during school day. She offered 2 classrooms they use Wednesday nights, in exchange for sharing other space with them: Room 12 (next to music room) and Room 18 (next to Custodian Closet). Kathee Hans has returned after surgery. Formal evaluations and teacher observations now finished, will be ready to share with Board. Juliet met with Outreach Committee, will hold first Parent meeting this Thursday night, and use new, great slide show at it. SARC information, including test scores and demographics, being gathered to put on website. Talent show and Musical coming up in couple of months. Library being set up, including computer, Speech Therapist and Occupational Therapist OT space there. Parents will work at library on Fridays, have the librarian on Fridays. Need 1 more volunteer for 3 days. Wireless now available on campus, but sonic wall blocks everything, so have to ask to get sites unblocked. 6th Grade attended outdoor school last week. Shared what they did with BRIDGES, by singing a song at assembly this week. 3rd Parent chat tomorrow from 9 -10:30. The 2nd chat had 3 attendees. Parent volunteer will start to set this up. Current enrollment is 260. Lots of calls from prospective parents, asking questions. Flyers placed throughout community are working.
Jon Baker wants SARC report by specific date.
Hilda says it will be available by next Monday.
2. Education Coordinator – Substituted in Cindy Beard's class the last week before winter break, and saw directly that the middle school kids are awesome, engaged, enthusiastic, interested and intrigued. She has taught for 10 years, and knows that these middle school students are great kids. Academically curious, engaged, respectful.

Back to school blues from students, but 6th grade presentation about Outdoor School helped. Kindergarten is going to eco-station in Culver City; 4th grade going to CA science museum and Santa Barbara Mission. The school-wide Spelling Bee is this Wednesday, 12:30 in the MPR. Lots of good posters up for the Science Fair, will have good participation from classrooms. Cindy Rogers spearheaded this. Classroom observations showing faculty on very good path, with safe, healthy, supported, engaged and challenged students. End of semester by 1/20. Monday, 1/23 report cards will be distributed. Parent Training by Sandy McGlynn and Eileen Green had lots of participation.

2 Questions for the Board:

1. Given that the job of Education Coordinator at BCS will disappear, how does the Board want me to best spend my time? Legacy for the school with the most impact?
2. What do you want to know in these reports?

Jim – Wants to know more about teacher professional development.

Kathi – As your job steps back, how your work can best be picked up.

Jon – How do we transition those responsibilities as job recedes?

Terri – Ask teachers for their input as well.

3. Home-school Coordinator – Current student count in flux, at 56 after add/drop, still above budget. 2 students will be in the Spelling Bee, several students exhibiting science projects. One student went to Outdoor School. Student Presentations on Jan 23rd, on topics of their choice. Jan 20th going to Moorpark Animal Teaching Zoo. Stephanie taught a class on how to dust and lift for fingerprints. Annie is now teaching Yoga. Sent out Semester Survey to get feedback from program, will use it to make any needed changes. February going to CCIS conference on compliance in San Diego. Recruiting will be Feb. 13th for Parent Info night.
4. Special Education Coordinator – The number of students in Special Education is currently 34 today, by Thursday will likely be 37. Preparing for State Review.
5. VCOE Representative – No report.
6. BSA – Absent, due to illness.
7. PAC (*Board Packet Item 2*) – Emailed report information to Board. Raised over \$1k from Winter Showcase programs. They're allowed to use the funds to help with other performing arts related events. Garage sale this weekend cancelled, will have one in March. Focus energy on Feb. 4th Dinner and Auction, headed by Kathy Jonokuchi. Made \$100 from first popcorn sales, using new \$300 machine.
8. Individual Board Members
 - Jim – Son attended outdoor school, loved it. Was exhausted. Daughter in musical and looking forward to it.
 - Terri – Saw new Bridges slide show, does a good job of promoting the best of BCS.
 - Randy – Son loved outdoor school, returned tired but excited. Loved the musical performance and was impressed with how much kids learned.
 - Kenny – Daughter is a sax player, loved seeing how much she learned in a short time.
 - Kathi – Use the kathi.vanderluit@bridges.org email
 - Jon – Thank Hilda and Juliet for Ballroom dancing for 4th and 5th graders. Great experience and want to continue it.

F. CONSENT AGENDA ITEMS

- 1 Approval of the minutes from the December 12, 2011 BRIDGES Board of Directors Meeting (*Board Packet Item 3*)
- 2 Approval of BRIDGES Board Communication Policy (*Board Packet Item 4*)
 - Motion to approve Consent Item made by: Randy
Motion seconded by: Kim
Action: 7 Yes Abstentions: 0

G. INFORMATION AND DISCUSSION ITEMS

These items are presented to the Board for information only and are not subject to action at this meeting. These items may be added to a future meeting for action by the Board.

1. Discussion of the Policy for the Evaluation of the Director (Kathi Vanderluit, Jim McGlynn) (*Board Packet Item 5*) Pursuant to email of Sat 12/17/2011 3:57 PM
Kathi – Hilda has started to complete self-evaluation. Committee needs to get together.
Jim – Presented first draft very late. Working on policy, how conduct it in future.
Jon – Wants to meet again with VCS, get a couple of ideas on the table.
Randy – Will discuss this with committee and get back to Board. Current discussion of policy and existing evaluation are two separate things.
Jon – This is outgrowth of same work. Policy will go on into the future.
Kathi – Take a combination of two documents.
Item tabled pending further policy development.
2. Discussion of the Admissions Policy and lottery admission funding (Rose Ann Witt) (*Board packet item 5*)
Randy – Prior admission and lottery policy predicated on receiving grant funding. Due to federal and state laws, built protocol in certain way. Now grant is gone so going from one, weighted lottery to separate, non-weighted lotteries: Home school lottery and Regular school lottery. Now protocols can change slightly. Will use a staged lottery, individual lottery for each preference group in a staged order. Four preference groups, in the following order: siblings, children of employees, families that applied prior years and not admitted, CVUSD students.
Jon – Very well thought out and thorough. Need a ‘cliff note’ version for the Outreach meetings for Parents.
Tori Cervantes – RoseAnn does a great job and she’s grateful and appreciative of what she does for our school.
Move to Action Item at next Board meeting.
3. Discussion of the (need/lack of need) for an Agenda Policy and limit on meeting length (Jim McGlynn/Randy Witt) (*Board packet item 6*)
Jim – New policy more encompassing. Used other charter school policies as template for rewrite.
Tabled until next meeting.
Limit on meeting length protocol:
Jon – VCOE does it well. One half hour before ending time, they vote on extending it.
Randy – 2 ½ hour meeting, need to add to time by executive vote.
Does this apply to public portion only?
Capping executive session.

Randy - Uncap until see a need for it for executive session.
Will be Action Item for next meeting.

4. Discussion of the need for changes to be made in BRIDGES Budget and arrangements for proper public discussion and analysis. (Benny Martinez/Randy Witt)

Randy – \$80K shortfall, due to fewer students and reduction in funding from state and federal level. Break down funding by grade areas/sections. Results provide worthwhile data about where money is spent and gaps in funding. Wants to hold school-wide study session to determine how to balance budget, facilitated by BSA, Cindy Hansen with Benny.

Board supports it.

Randy – Start with presentation information. Staff will attend as well. Benefit caps, where will we make up the difference. Board will have to vote on it, after we get their input.

Kathi – We all hear the information at the same time. Great idea

Randy – if run by BSA, will be objective. Moved to a special meeting.

Lynell – As a parent, foresees lots of anxiety. Would like a series of workshops about how this affects various groups. Maybe parents can provide funds via corporate help. An educational piece goes over ahead of time. Otherwise will be difficult meeting.

Kathi – Need to give both short term/long term approach.

Cindy Morrow - Board should take long term approach.

Tiffany – Board members have fiduciary responsibility for this school.

Kim - \$80K mostly from declining enrollment.

John Ayala- Small fee that parents were supposed to pay initially. Should look again at parents giving this money.

5. Discussion of election of a Treasurer.

Kathi - Volunteers for this position.

Will be an Action Item for next meeting.

6. Discussion of revising the implementation of the Exit Survey to be sent to departed families from BRIDGES from Aug23 – present. (Jon Baker)

Jon - Rather than use this *only* going forward (vote from last meeting), we need to look back to families that left. When a community member leaves, if we don't follow up with them, we'll never get the question of 'why' answered. Starting enrollment period, and need to have positive PR. Sending this out to parents is a way to reconnect. Like Board to do this. 23 -24 families to ask.

Kim - It's a good idea.

Randy - Will put it on as an Action Item, using existing survey. Jon to prepare format and time period covered.

H. ACTION ITEMS

These items are subject to being discussed, voted upon and approved by the board. All items are subject to public comment by submitting a speaker card prior to the call for a Board vote.

1. Consideration to remove Item D (Discussion Item) as a regular component of BRIDGES Board Meetings. (Kathi Vanderluit, Randy Witt)

Lynell - This is a way to solicit ideas, collect information for WASC. Family involvement is built into the Charter.

Terri - These are important discussions to have.

Jim - Don't have as standing item, use more effectively. Maybe limit time of study session.

Jon - Standing session helps build momentum. Want families involved.

Kenny - Have a separate meeting.

Jon - This is a better forum.

Kathi - Have a set time period of time and stay on topic.

Jim - This gives the liberty to not include it.

Linnell - Who's going to add it? Parent won't.

Jon - It removes a negative perception. Just manage the time and topic.

Dr. Morse - Other organizations don't do this every time. Allows free flow of discussion. with parents, knowing that you can't respond. Maybe limit time and topic. Or hold them at every other meeting.

Cindy Rodgers - Allows everyone with different opinions to focus on a different goal.

Juliet - Intent is good but actually not productive. Wants an alternative method. State that it needs to be positive, not finger pointing.

Jim - How are topics determined?

Randy - Discuss our 8 core values.

- Motion to approve removal of Item D (Discussion Item) as a regular component of BRIDGES Board Meetings made by: Jim
Motion seconded by: Kathi
Action: 4 Yes Opposed: 3

2. Consideration to move Bridges Board meetings to a once-a-month basis starting March 1, 2012. (Randy Witt)

Cindy - Now will wait 2 months to do something.

Jon - Requires to meet more for business of school.

Terri - Let's meet twice a month for rest of year.

Lynell - Amount of budget discussions will require twice a month meetings.

Kim - Limit time of Board meetings

Dr. Morse - Need to change the schedule rather than number of meetings. Other charters are once a month, but new schools meet twice a month. Ask that we go to different dates, so don't conflict with MATES Board meetings.

- Motion to move Bridges Board meetings to once-a-month basis starting March 1, 2012, made by: Jim
Motion seconded by: Kathi
Action: 0 Yes All opposed: 7

3. Discussion and presentation of BRIDGES Personnel Policy & Handbook additions from Jon Baker. (Jon Baker) (*Board Packet Item 7*)

Jon - Take to approval. Pages 50/51 discuss two-tier employment items. Page 55 that needs to be struck. Page 58 Vote to approve as amended.

- Motion to approve as amended, made by: Jon
Motion seconded by: Jim
Action: 7 Yes All Opposed: 0

4. Approve a returning student survey. (Jon Baker) (*Board Packet Item 8*)

Jon - Created last year. An important tool to see what seats we will have for lottery.

Kim - Parents concerned they will lose their spot.

Hilda - Call it "Intent to re-enroll."

Tiffany: VCOE will ask for this the 1st week of February.

- Motion to approve the returning student survey, to be modified by Jon and Hilda, to returned no later than January 27th, made by: Jon
Motion seconded by: Kim
Action: 7 Yes All Opposed: 0

I. CLOSED SESSION

1. Public Employee Performance Evaluation [Government Code Section 54957 (b)]

Title: Director

2. Public Employee Discipline/Dismissal/Release/Appointment [Government Code Section 54957 (b)]

Title: Board Member

J. REPORT FROM CLOSED SESSION

None.

K. NEXT MEETING DATE

The proposed topics for the next BRIDGES Board meeting (January 23rd) currently include the items listed below. Additional topics for consideration and their corresponding supporting material should be emailed to randy.witt@bridgescharter.org one week prior to the date of the next meeting.

L. ADJOURNMENT by 11:36 pm

- Motion made by: Jim
Motion seconded by: Kim
Action: 7 Yes Abstentions: 0

Respectfully submitted,
Terri Childs