**YUBA ENVIRONMENTAL SCIENCE CHARTER ACADEMY**

**REGULAR MEETING**

**COUNCIL OF DIRECTORS**

**9841 Texas Hill Rd.  
Oregon House, CA**

**Thursday, November 17, 2016**

**3:30 PM**

**INSTRUCTIONS FOR PRESENTATIONS TO**

**THE COUNCIL BY PARENTS AND CITIZENS**

The Yuba Environmental Science Charter Academy (“YES Charter Academy”) welcomes your participation at the School’s Council meetings.  The purpose of a public meeting of the Council of Directors (“Council”) is to conduct the affairs of the School in public.  We are pleased that you are in attendance and hope that you will visit these meetings often.  Your participation assures us of continuing community interest in our School.  To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1.         Agendas are available to all audience members at the door to the meeting.

2.         Blue “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.”

3.         “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda.  However, due to public meeting laws, the Council can only listen to your issue, not respond or take action.  These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes.  The Council may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.

4.         With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for up to five (5) minutes when the Council discusses that item.

5.         When addressing the Council, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.

6.                   Citizens may request that a topic related to school business be placed on a future agenda in accordance with the guidelines in the School’s Council Policy.  Once such an item is properly agendized and publicly noticed, the Council can respond, interact, and act upon the item.

7.                   In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Council meetings are invited to contact the Principal’s office.

**I.          PRELIMINARY**

**A.        CALL TO ORDER**

**B.        ROLL CALL/ESTABLISH QUORUM**

|  |  |  |
| --- | --- | --- |
| **President/Chair** | **Jackie Stanfill** | X |
| **Vice President** | **Freja Nelson** | X |
| **Chief Financial Officer** | **Paul McGovern** |  |
| **Secretary** | Open |  |
| **Staff Representative** | **Tena Brown** | X |
| **Director** | **Jessica Shier** |  |
| **Director** | Open |  |
| **Director** | Open |  |
| **Director** | Open |  |
| **Principal Director** | **Kathy Smith** | X |

**Guests:**

**C.        Adopt Minutes from Previous Meeting: October 27, 2016 and November 10, 2016 Minutes are deferred.**

**D.        Reading of Vision/Mission/Core Values:**

Tena read: Mission: YES CHARTER ACADEMY educates K-8 students in a school culture that values the scientific method and a curricular focus on environmental studies. The highest Common Core State Standards, as well as high standards of moral conduct, are emphasized.

Freja read: The vision of the YES CHARTER ACADEMY is to educate K – 8 students of the Sierra Foothills through a self-motivating, individualized, and comprehensive curriculum that connects learners with learning via a program, teaching staff, and school culture that value scientific methods of inquiry.

Jackie read: YES Charter Academy Students Are: Environmental Stewards, Positive Team Members, Academic Masters, Resourceful, Responsible Citizens, Kind!

**II.**        **PUBLIC SESSION**

1. **For Information/Action:**

New Council Member Application of Dane Canon - Jackie read the selection criteria and Dane answered in the affirmative in all questions.

Positive Discussion ensured about Dane’s qualifications. Freja moveds, Tena seconded add dane cannon to board. Unanimous.

Jackie welcomed Dane

1. **For Information/Action**

Committee Updates:

Academic Committee Report (Kathy and Tena) coming in December, SPARRK update: Joan Hill

NO committee mtg yet, Tena has teacher update. Is in most of classes because of gardening. Specifically this group concentrates on academics. Tk/k has sounds down . Yanez has been getting a lot of help by Jenkins and Cheryl. Edwards in ¾ gave write up with goals. Will surpass 80% of multiplication. 3rd grade is time for multiplication. Mastery connect at beginning how it works. Edwards is thrilled that some her students that were low have made great achievement leaped 2 grades. Wants practice tests for state tests. Piper doing formative assessments. Mr. clark confident students doing well. And tena is impressed. Told all of them they are doing a great job.

Filaki farms field trip donated flats of something.

Recolgoy field trip ½

Nature preserve for 5/6

Jackie reported salmon walk field trip and life cycles, watershed, dam comprehiensive kids got to do hands on.

Joan asked to quarterly report on Spaark. Tena said had 5 or 6 adults in garden reimforcing the beds. Rodney Lacey wrapped the old square beds with new redwood with bench. Has 2 done and is working on the rest. Will work with 7/8 on biology of soil and native plants.

**Jackie said that in Brown Act applies to all committees, agenda posted and minutes kept. Can the committee meetings be scheduled? So anyone can attend that wants.**

**Outreach Committee (Freja) – Jumped right in with harvest festival. Loosely began meeting. Only talked so far about fund raising and community outreach. Haven’t gotten into recruitment. Joan Hill, Nicole Long, Freja Nelson, Debbie Campbell. Between Joan and Debbie very good at event planning. Hoping to get Dane to work on outreach and recruitment. So far only work has been events. Mket today and think what will do is meet on the third Thursday at 9:30 because of the bosrd meeting. Credit Debbie and Joan with team member success. Also Amber so supportive. Now Breakfast with Santa and holiday boutique. Will try to get people involved who are impacted eg Shady Creek. Strategy with student council and teacher piper to get volunteers involved. Should be running events just like our mission composting, recycling etc.**

**Want to propose as outreach committee asked for $300 seed money set aside from harvest festival for the outreach committee to use. Eg small things, amber spent 20 or 30 dollars of own money.**

**Breakfast with Santa pancake bar with sausage and a cofjfee orange juice tea December 3, 9 to 11 . Raffle, bake sale and squeezing shady creek families for baked goods. Repurposed goods for sale. Door prizes. Focusing and planning ahead for stronger turn outs. Flyer Debbie is doing for Friday. Parents who will put on social media creat an event. Going to get into territorial dispatch and radio. Have alcouffe secured.**

**Jackie moves that $300 be approved to go to outreach accounting made quarterly, who will approve Dane seconded all in favor unanimous. Freja will approvjed expenditures.**

**6 weeks notice to do radio commercial free**

Facilities Committee – Kathy spoike with Susan R. Laura Kerr said school wrote a bond measure and it passed. Need to hire and invest in professional grant writing firm to get part of our school approved also need to get someone on Facilities committee to take pictures to show equity in facilities. Our facilities should be equitable to other facilities. We don’t have the same rules. As charter can choose field act or local bldg. codes. Dane volunteered for facilities committee and Jackie is willing to work with him. Danica would like to be on committee with Paul, Susan Rainier, and Kathy.

Freja read article 5 of bylaws Page 3 section O. We will find summary of comittees.

Finance Committee: (Paul) Budget dashboard update with Susan Lefkowitz at CSMC, Grants with Nicole

Susan talked to Paul and has the dashboard. P1 is done October 31 and sue will have ready next week to approve before Paul leaves. Once that’s done P1 will be updated. October enrollment is 93 and attendance is 95.68% still above lcap target rate of 95% and 3% budget rate of 93%. Just talked to Nicole for Whole Foods grant $5000 waitijng and seeing what comes. Draft audit should be back soon.

Chartervision training how to use. Will schedule in January. And susan will come and do training Chartervision is platform we use for accounting and reporting. Any time can go in to see how we’re doing financially. She’ll talk to Kathy about new lcap goals module in Chartervision.

1. **For Information/Action:**

Resolution regarding appreciation for Leroy Smith. Jackie read resolution. And moved resolution be passed. Tena seconded passed unanimously.

Rodney Lajcey who construcked benches said make plaque. Make in memory of Leroy Smith. Simple plaque and IN memor y of Tena made motion Jackie seconded unanimous passed.;

1. **For Action:**

Resolution to withdraw from double insurance through SELF:

WHEREAS, it is deemed necessary and in the organization’s best interest that the organization withdraw from the School Excess Liability Fund (SELF) program effective July 1st, 2017.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of (Name of School) resolves to withdraw the organization’s membership in the School Excess Liability Fund (SELF) program effective July 1st, 2017.

Jackie moved, Tena seconded, unanimous.

1. **For Information:**

Job Descriptions discussion (Freja) Do we have job descriptions for all employees at school. Need more clarity for classified staff. Credentialed staff all have job descriptions. Debbie, Deborah Joan Nicole have. Cherrity, Keri, Cheryl all need job descriptions. If anyone has a question refer them to Kathy. Needs to be in binder somewhere. Job descriptions need to be done by beginning of March.

1. **For Information:**

Memo Letter from YCOE. Review letter of difficulty finding pieces of MOU from YCOE (YES response sent in July to all board members). Update: all is submitted and accepted. **Website has been updated with all information and bobbi wrote email of apprciation**

1. **For Information/Action:**

LCAP planning, possible Plan of Action. (December full update report of Goals) **aAction steps to be sure each of goals is reached. Jackie and Kathy talked to Dave Patterson – Clarifying goals. Dave Patterson is willing to meet no charge with Jackie and Kathy to talk about roles. Will report what comes next after the conversation. Kathy gave brief description of Dave Patterson’s qualifications.**

1. **For Discussion/Action:**

Board Self-Assessment review and planning, homework update on next steps – **maybe left in there but aren’t doing anything. Jackie would like us to read online documents to understand charter petition and if you find typos or inconsistencies need to let Kathy know and copy Deborah. Charter renewal is a huge project, strategic, need to know what they want. Anything we’re not going to do or want to do has to be in or out. Should have it ready by next September actually sooner. Huge job to lobby supporters. Jackie: what should we b e doing between now . Petition as it is now and then petition that we want. Jackie asks that we all commit to reading all of it and look for anomalies. Reaching out to trustees is really important. Mrs. Teagarden. Would be good for us to show up to meetings. Need to attend meetings and get to know the board. Go to yescharteracademy.org and look at Charter Documents and read elements of the petition. Will ask Debbie to add the titles to the petition numbers.Every 5 years is renewal** . need to start working on this right away Jackie said.

1. **For Action:**

Attendance Policy- update adoption.

Move adding to attendance policy

Freja moved, Jackie seconded, unanimous Deborah has papers

1. **For Discussion:**

Lease agreement and Grant Deed Review (Freja)

Freja doesn’t see paperwork where it actually states that YES gets the carry over until next time.

**Closed Session:**

Teacher Credential Update - 5:24pm enter. Mr. Clark to suspend judgment for 5 years and has to check in. needs to be ratified CTC to attorney. Keeping Kathy in touch. 5:30 pm

1. **Open Session:**

Report out from Closed Session Information shared no action taken.

1. **Calendar and Coming Events:**

Parent Teacher Conferences, T1 report cards November 14-18

Santa’s Workshop December 5-December 15

Breakfast with Santa, December 3, 9-11

Council of Directors meeting Thursday, December 15 @3:30 (review of academic achievement)

Holiday Performance December 16 @11:00

Winter Break December 19-January 6, No School

**Ways as board can appreciate them. Christmas something. December 9 at pizza roundup cookies. 2 pm or 2:15.**

**V.       ADJOURNMENT**

**Motion to adjourn**

**5:42pm**