

Adelante Charter School

1102 Yanonali Street, Santa Barbara, CA 93103, Phone (805) 966-7392, Fax (805) 966-7243

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Minutes for May 12, 2014

BOD Present:

Jonathan Lang

Chelsea Guillermo-Wann

Annette Cordero

Jack Rivas

Sheila Cullen

Brianna Aguilar

Mayra Alcala

Ed Heron

Nancy Dow

Juanita Hernandez

Minutes taken by Sheila Cullen

1. Call to Order: 5:35pm
 - a. Introductions
2. Consent agenda: April 7 minutes approved with changes discussed.
3. Re-approve March 3 minutes with closed session results: approved with no comment.
4. Public Comment
 - a. Jeffrey Walker (executive director ICAN). ICAN serves 3000 children at 6 elementary schools. Last year added two schools and went on 'hiatus' with Adelante. Here tonight to say with great satisfaction that ICAN will resume art teaching at Adelante in fall of 2014. Mr. Walker left a signed MOU. Board will review for approval at next board meeting.
5. Reports and Updates
 - a. Teacher's council: (Michael)
 - i. Students involved in many end-of-year projects.
 - ii. EVENTS: 3rd grade Play 1:30 pm May 30th in cafeteria; SBDI Performance Sunday, May 18 Marjorie Luke, 3pm, 3rd-6th graders participate.
 - iii. Teachers had questions about SIG; concern about subs –difficult to find Spanish speaking ones.
 - b. Celebration of Teaching (1st grade). Sra. Ramos shared that they are working on narratives and narrative structure. Three children read aloud their fantastic accounts of a field trip to see Mr. Rivas and UCSB's REEF Center. Slide show presentation followed.
 - c. Site Council (Holly). Nothing to report this meeting.
 - d. PTSO (Xochitl Bay not present).
 - e. Strategic Plan Committee Reports

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- i. Sheila shared the next event for Family Engagement Team: June 2 Incoming Kinder Potluck. Will involve sharing food, team-building activities, and Q & A.
- ii. Jack: Branding & Financial proposed to be combined. Overlap and natural combination.
- iii. Michael/Sheila reported on status of website. We have worked hard on content and have collected enough to be able to launch fairly soon.
- iv. Academic: will condense from 5 to 3 goals. Question about assessments since we're transitioning to Common Core. Will hold off on Social Justice because school already doing that. Will emphasize STEM, and tracking alumni performance, and perhaps looking at how to support our students after they leave Adelante.
- v. Board Development: (Jonathan). We need to develop a strategy around this. Business cards are suggested, with Adelante logo. Chelsea recommends business cards for teachers also.
- vi. Sheila proposed language change for family engagement to "School-Family Partnership".
- f. Budget Projection 2014-2015 (Nancy) See handout.
 - i. Next month full report will be provided.
 - ii. After reductions from March report, excess taxes, salary increases and increased ADA, our projected change is approximately \$173K.
 - iii. Proposal 14-15 total projected expenses \$1,925,000.
 - iv. LCFF possible scenarios: concentration grant is an extra pot of money for LEP students. Must be district wide before available to us.
 - v. Fundraising: we've raised \$40k annually. Outlook for state money with LCFF and overall improved financial situation is positive.
 1. Nancy proposed discussion to take pressure off our regular fundraising, so that we do not require \$40K of fundraising for general fund to run the school.
 2. Discussion followed. General agreement that raising this amount for the general fund is a lot of stress on families. Board agreed that the overall goal is good, but that perhaps only \$24K should be designated for general fund and \$15 for special purposes, i.e. field trips. We are hopeful that branding efforts will help in marketing and fundraising efforts in the future. Every fundraising event is also a very big burden on Juanita and the office staff, who must drop everything to manage details.
 - vi. Fund balance recap: approx. \$140K. Increase /decrease will depend on future ADA.
6. Principal's Report (Juanita – see report). Highlights:

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- a. Juanita and Erika Ruiz Santillán accepted to writing workshop first week August. Teachers are already well on their way using more writing in academics.
- b. Smarter Balanced field testing: staff did a great job getting kids to relax.
- c. APRENDA testing: Juanita feels like she doesn't really need it from a teacher's perspective – teachers already know who isn't achieving. Larger question is what are we really going to do about the kids who are not achieving.
- d. Juanita reported that the number of kids who have no books at home is very high. We must find a way to get books into their homes. Ideas: Get kinder kids signed up for UW Dolly Parton program. Planned Parenthood has a sale and on the last day teachers can come and pick up bagfuls of books. Latino Literacy Project was effective but small circulation. Maybe we can allocate some of the fundraising money to allow children to buy a book at Chaucer's. Scholastic Book Fair will be the Monday after school gets out. Downtown Granada Books is a contact of Brianna's – she will talk with owner about bringing families there. Michael: the experience the kids get even just going to the library is phenomenal.
- e. We will be eating outside from August to January for remodeling of Franklin Auditorium. This makes problem with SBDI. Looking into use Franklin Center. Four hours weekly needed.
- f. MOU/FUA have been provided to district. Jonathan concerned with potential surprises if district requires us to increase expenditures on something such as Internet. Juanita says they want to show it to attorney. Board asked Juanita to ask the district for timeline for their response.
- g. Gift given to Ed as thank you for supporting us.
- h. Art: ICAN will not provide art to kinder – we will need to supplement that.
- i. SIG – Adelante was not recommended.
- j. LCAP Update – will be provided next meeting.
- k. Enrollment projections:
 - i. Juanita reported that we're not losing students in upper grades like we have in the past. She plans to establish a combo 4/5 class, and has selected who will go in that class; parents will be called directly; Paula Sevilla will be the teacher. Budget item added one additional instructional assistant for her.
 - ii. Discussion followed. Board is concerned about challenge of managing a combination class and whether or not some children would have to repeat their curriculum.
 - iii. Juanita reports that the projections continue to increase our enrollment so that by 2016, we will be 29 students over our limit. We must ask district for approval to exceed our limit (265 + 10%) and also solve the space problem.

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- iv. Sheila informally spoke with two school board members who mentioned that Parma School may be available in the near future. Board agreed this may be worth exploring as a future kindergarten site.
 - v. Board recommended fully exploring all options before opting for combination class for next year. Options include (1) obtaining another portable, hiring an additional teacher, and making another class; (2) combo class but with support of additional part-time teacher; (3) combo class as planned.
 - vi. Holly refers to research that shows lower dropouts and greater achievement later on when smaller class sizes are maintained in lower grades.
7. Action Items
- a. Fiscal Policy: Board reviewed suggested changes to fund expenditure signature requirement and travel/conference reimbursement policy. Chelsea made motion to approve; Jack seconded. Passed unanimously 5-0.
 - b. Included in (a).
 - c. Certification of LCFF: Has been signed by Juanita for auditor. No action required. Board was presented with document and is aware that principal signed the LCFF Certification.
 - d. Education Protection Account Resolution for 2014-2015: minor changes in language were recommended. Jack moved that we approve with these changes, Chelsea seconded. Resolution unanimously approved 5-0. (Jonathan Lang, Chelsea Guillermo-Wann, Mayra Alcala, Jack Rivas, and Sheila Cullen).
 - e. ACS Personnel Handbook: for next meeting. It has just been revised, incorporating suggestions from insurance company and our own policies.
8. Board Business
- a. SIG Leadership Proposal – no longer relevant.
 - b. Next meeting agenda items:
 - i. Approve MOU and FUA from district
 - ii. Approve MOU from ICAN
 - iii. Approve LCFF
 - iv. Approve LCAP
 - v. Approval of principal's calendar
 - vi. Approve revisions to new personnel handbook
 - vii. Classroom enrollment
 - viii. Nomination of officers
 - ix. Budget meeting will be Friday, May 30th 4pm.
 - x. June 12 6:00pm next meeting
9. Meeting adjourned 8:30pm.

Minutes Approved: _____ 6/12/14 _____