

**THE LEARNER-CENTERED SCHOOL, Inc. (TLCS, Inc.)
ANTIOCH CHARTER ACADEMY (ACA)
ANTIOCH CHARTER ACADEMY II (ACA II)
3325 Hacienda Way, Antioch, CA
REGULAR MEETING OF THE CHARTER COUNCIL
December 6, 2018
4:00 PM
Agenda
Room 4**

1. **Opening (Roll Call and Establishment of Quorum)**

Meeting called to order at 4:03 pm. In attendance were council members: Mrs. Jeanine Pells, Mrs. Kristine Carrillo, Mrs. Julie Haas-Wajdowicz and Mrs. Margie DiGiorgio. Staff members in attendance were: Mr. Todd Heller, Ms. Sarah McLean, Mrs. Vickie Willard, and Mrs. Andi Stahler. Also in attendance was Mrs. Debbie Hobin.

2. **Approval of Minutes**

a. **Regular Charter Council meeting of November 8th, 2018**

Motion made by Mrs. Carrillo and seconded by Mrs. DiGiorgio

Mrs. Carrillo Yes

Mrs. Pells Yes

Mrs. DiGiorgio Yes

Mrs. Haas-Wajdowicz Yes

3. **Oral Communications: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.**

None

4. **Comments from Staff**

Mrs. Willard addressed the Council on behalf of ACA II and informed the council about the upcoming Eco Hero Assembly happening Dec. 7th, 2018 at Paradise Skate; the Annual Christmas Tree Fundraiser is taking place on December 8th from 10a-6pm.; ACA II will have Cultural Days taking place in their Primary and Elementary classes this week; Mrs. Willard also informed the Council that the Parent Communication and Education meetings based on ACA II structure will continue on as planned with their future presentations.

Ms. McLean addressed the Council on behalf of ACA I and stated that the Winter Concert will be on Monday, December 17th at Black Diamond Middle School at 6pm; Divine Voices will be coming to ACA I on December 11th at 1:30pm; The Shakespeare on Tour group will be coming on December 12th at 8:40am and performing A Comedy of Errors.

Mr. Heller addressed the Council on behalf of ACA I and ACA II to provide updates on different items at the both schools; Mr. Heller stated that both schools Audit Reports concluded with no findings; ACA I and II are working together to refine the Vision and Mission of the program; Mr. Heller stated that they are currently working on a Credential Assistance Program to fulfill the need of a SPED position. ACA I is creating a draft of a contract to present to the council in February; Mr. Heller informed the Council that the council will need to ratify the Notice of Completion, with updates done for the energy efficiency projects, also coming in February.

5. Discussion Items (for possible Action)

a. First Interim Budget Reports (ACA / ACA II) – review updated budgets (attached)

Mr. Heller addressed the Council on behalf of both schools, stating that both schools are in good standing with their budgets and spending within means. Both schools have successfully built up a reserve, that in the case that the state reaches an economic downturn and has to incorporate budget cuts, both ACA I and ACA II will have some financial support, if needed; Mr. Heller informed the Council of the positive effects the schools have been experiencing from the *one-time-funds* programs that the state has provided. Specifically, both schools benefited to the ADA funding program and the Prop 39 funding. There are upcoming programs that have been offered to ACA I and II. Mr. Heller notified the Council that the drafts will be presented in February on how to utilize the funding from these future programs.

b. School bank account signers - changes to ACA bank signers due to retirement.

Debbie Hobin is still on as the signer for ACA I at BAC and needs to be removed from the BAC signer list.

c. Notice of Noncompliance with the Memorandum of Understanding between ACA, ACA II and AUSD - review notices and responses.

Mr. Heller addressed the Council on the actions taken for this Notice. Mr. Heller shared his compliance plan and informed the council that the Antioch Unified School District's Superintendent will be added to the Charter Council's distribution and notification lists.

6. Action Items

a. Approval of First Interim Budget Reports (ACA / ACA II) as recommended by staff

Motion made for approval by Mrs. Haas-Wajdowicz and seconded by Mrs. DiGiorgio

Mrs. Pells Yes
Mrs. Carrillo Yes
Mrs. DiGiorgio Yes
Mrs. Haas-Wajdowicz Yes

Motion Approved

b. Approval of ACA School bank account signer change
Remove Debbie Hobin as signer on School checking and savings accounts

Motion made for approval by Mrs. DiGiorgio and seconded by Mrs. Carrillo

Mrs. Pells Yes
Mrs. Carrillo Yes
Mrs. DiGiorgio Yes
Mrs. Haas-Wajdowicz Yes

Motion Approved

7. Family Network Update – comments from ACA and ACA II Network board members

Mrs. Willard addressed the Council and stated that the Network will be hosting the Christmas Tree Lot Fundraiser this Saturday at 10am at the ACA I Campus.

Ms. McLean addressed the Council and informed that the Network is going to be assessing the proposed changes to the Vision and Mission and giving their ideas to the staff.

8. Comments from the Charter Council

Mrs. DiGiorgio asked who would be going to the CSDC Conference in San Francisco on Monday. Mr. Heller stated himself, Mrs. Elisa McCutcheon, and Mrs. Marianne Dubitsky will be in attendance.

9. Scheduling of Next Meeting

a. Next Regular Charter Council meeting – Next Regular Charter Council meeting – Thursday, January 10th, 2019

10. Adjournment

Motion made by Mrs. DiGiorgio and seconded by Mrs. Carrillo

Mrs. Pells- Yes, Mrs. Carrillo - Yes, Mrs. DiGiorgio - Yes. Mrs. Haas-Wajdowicz - Yes. Meeting adjourned at 4:42 pm.