

**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
September 6, 2018
Minutes**

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

Meeting called to order at 4:10 pm. In attendance were council members: Mrs. Jeanine Pells, Mrs. Kristine Carrillo, Mrs. Julie Hass-Wajdowicz and Mrs. Margie DiGiorgio. Staff members in attendance were: Ms. Sarah McLean, Mrs. Elisa McCutcheon, Mrs. Edna Heller, Mr. Todd Heller and Mrs. Andi Stahler.

2. **Approval of Minutes**

a. **Regular Charter Council meeting of June 12, 2018**

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

Mrs. Pells Yes
Mrs. Carrillo 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. McCutcheon addressed the Council on behalf of ACA II and stated the that they will be hiring a long term sub for elementary for a teacher who will be out on medical leave; They are in the process of hiring a fulltime staff member by next month; A Positive Discipline training was held for all staff and ACA I staff in early August which was well received and introduced new tools for all staff; The new SPED program is underway, with half the interim IEP testings completed. The contractors for the SPED program have begun their observations of the students; The summer included the installation of new windows, lighting, and HVAC systems. Installation is continuing into its final stages; The Creek Clean Up date will be in October, possibly the 19th.

Mrs. Heller addressed the Council and stated that the student Fundraising has begun, with the Charleston Wrap sales to kick it off; There have been many new hires, which include the Certificated Staff Member, Mrs. Sarah Beaver and the Classified Staff Members Mrs. Andi Stahler and Mrs. Sheri Thompson; Middle School just completed their first Field Trip for the year.

5. **Discussion Items (for possible Action)**

a. **Annual Re-organization of Charter Council - President, Secretary, and CFO.**

Mr. Heller addressed the Council to identify any changes in the current roles of President, Secretary and CFO.

Mrs. Pells (President), Mrs. Carrillo (Secretary), and Mrs. DiGiorgio (CFO) maintained that they would like to remain in their current roles.

- b. **2017-18 Unaudited Actuals Financial Reports for ACA / ACA II (attached) - review reports prior to submittal to County Office of Education.**

Mr. Heller addressed the Council and explained the attached reports reflecting the budget status of ACA and ACAII from June 30th, 2018, the end of school year. Mr. Heller touched on the highlights, which included ACA coming in under budget and not reflecting much change from Second Interim budget. There was a significant change for ACAII, with receipt for facility funds. Many after-the-fact items, such as maintenance and upgrades, came up that were not initially budgeted.

Mr. Heller pointed out to the Council that expenses included the increase in cost for Certificated and Non Certificated employees, with the approved 1% salary increase. Future cost will include the Prop 39 expenses, to be shown in December 2018. Overall, both ACA and ACAII are sitting at a stable balance, both in balances and reserves.

- c. **Certificated Employee Contracts (ACA / ACA II) - new Certificated Employees under contract for the 2018-19 school year - Christie DiBerardino (ACA / ACA II - SPED Program Specialist), Sarah Beaver (ACA - Elementary Teacher)**

Mrs. Heller addressed the Council and requested the approval of the contracts for these two new staff members for the year.

- d. **Salary Schedule changes - proposal to match AUSD stipend amount for ATIP Support Provider (\$1,844) and Professional Growth stipends for Classified Staff ('AA' - \$563; 'BA' - \$1,125; 'Masters' - \$1,236). –**

Mr. Heller addressed the Council and explained that in the past we have matched what AUSD has done. For example, we have matched our BTSA stipends with that of ATIP. For Classified Staff- Professional Growth stipend has been increased, but there has not yet been an adjustment for Education – AA, Bachelor, or Masters. Staff approved this item when it was brought up to both the ACA and ACAII staff during Staff Development.

- e. **Special Education Service Contract - review contract proposal with Foundations Therapy Service for the 2018-19 school year (attached).**

Mrs. Heller addressed the Council and stated that this is a required contract and to look to find the outline of the services being received. Foundations Therapy Service will provide services for language and speech and Occupational therapy. Any accrued charges will be based off of IEP needs and hours completed. This contract for Foundations Therapy Services will be used for all Non-Public Agencies.

- f. **Special Education Service Contract - review contact proposal with Second Nature Behavioral Health Services, Inc. for the 2018-19 school year (attached).**

Mrs. Heller addressed the Council stating that the Second Nature Behavioral Health Services, Inc. will be providing services for psych and counseling for our students at ACA and ACAII. There is a definite need for the services at both sites.

- g. **Family Network bank account signers - changes to ACA II bank signers due to elections of new board member (Network Treasurer)**

Mr. Heller addressed the Council on the need to replace the former bank signer, Glenda Solis, with the new Treasurer, Susan Cano.

- h. **Governance Training for 2018-19 - discuss training opportunities for Charter Council members**

Mr. Heller addressed the Council, informing all of the upcoming CSDC Leadership Conference in San Francisco on December 10th and 11th of 2018. Council members have been invited to go, with the cost to be covered through the school and to inform Mr. Heller of any interest in going.

6. **Action Items**

- a. **Approval of the Re-organization of Charter Council - President, Secretary, and CFO.
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 the 2017-18 Unaudited Actuals Financial Reports as recommended by staff.
Motion made for approval by Mrs. Carrillo and seconded by Mrs. DiGiorgio**

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

Motion Approved

- c. **Approval of Certificated Employee contracts for Christie DiBerardino and Sarah Beaver as recommended by staff.
Motion made for approval by Mrs. DiGiorgio and seconded by Mrs. Haas-Wajdowicz**

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

Motion Approved

- d. **Approval of Salary Schedule change proposal to match AUSD stipend amount for ATIP Support Provider and Professional Growth stipends for Classified Staff as recommended by staff.
Motion made for approval by Mrs. Haas- Wajdowicz and seconded by Mrs. Carrillo**

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

Motion Approved

- e. **Approval of Special Education Service Contract with Foundations Therapy Service for the 2018-19 school year as recommended by staff.
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

- f. **Approval of Special Education Service Contract with Second Nature Behavioral Health Services, Inc. for the 2018-19 school year 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

- g. **Approval of ACA II Family Network bank account signers -**
Add Susan Cano (Network Treasurer) as signer on Network checking and savings accounts.
Remove Glenda Solis (Network Treasurer) as signer on Network checking and savings accounts.
Motion made for approval by Mrs. Carrillo and seconded by Mrs. DiGiorgio

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. McCutcheon addressed the Council with updates on the success of the Back to School Bash that happened the first week of school. It was great to see that Alumni still come back and show support.

Ms. McLean addressed the Council and informed of the switch from Friday meetings to Tuesday meetings for ACA. Ms. McLean stated that the Network has goals of hosting more Social events, such as Movie Nights, Ice Cream Socials, and Bingo, to facilitate more families getting together. The Network is still raising money for the Hydration Station, which they have made it to the halfway point.

8. Comments from the Charter Council

Mrs. Pells and Mrs. Haas-Wajdowicz stated that they are unavailable for the October Charter Council meeting.

9. Scheduling of Next Meeting

- a. **Next Regular Charter Council meeting – Thursday, October 11, 2018 at 4:00 pm**

10. Adjournment

Motion made by Mrs. Carrillo and seconded by Mrs. DiGiorgio
Mrs. Pells - Yes, Mrs. Carrillo - Yes, Mrs. DiGiorgio - Yes. Mrs. Haas-Wajdowicz - Yes. Meeting adjourned at 4:49 pm.