

**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
August 20, 2020
4:00 PM
Minutes
Zoom Video Communications Meeting**

1. **Opening (Roll Call and Establishment of Quorum)**
Meeting called to order at 4:05 pm. In attendance were council members: Mrs. Jeanine Pells, Mrs. Debbie Hobin, Ms. Julie Haas-Wajdowicz, and Mr. Eric Tam. Staff members in attendance were: Mr. Todd Heller, Mrs. Edna Heller, Mr. Kevin Fuller, Ms. Marianne Dubitsky, and Mrs. Elisa McCutcheon. Also in attendance was Mr. Jordan Greene.

2. **Approval of Minutes**
 - a. **Regular Charter Council meeting of June 10, 2020**

Motion made by Mrs. Hobin and seconded by Mrs. Pells

Mrs. Pells Yes
Mrs. Hobin Yes
Mrs. Haas-Wajdowicz Yes
Mr. Tam Yes

3. **Oral Communications: Non-agenda items: None**

4. **Comments from Staff**

Mr. Heller addressed the Council to congratulate Mr. and Mrs. Stahler on the birth of their son, Miles.

Mrs. Heller addressed the Council and stated the initial days of school went well. There has been a great response from parents and students regarding online and distance learning.

Mrs. McCutcheon addressed the Council and stated we are excited about hiring Dan Theodore as the new Elementary teacher at ACA II. Wants to acknowledge staff for their hard work over the summer in discussing and preparing re-opening plans for distance learning and eventually a return to campus. The school loaned out over 100 chrome books to students for distance learning. Back to school nights are scheduled this week (remotely) and some teachers are working at the site during distance learning.

Mr. Fuller addressed the Council and stated ACA held its traditional opening day ceremony remotely with the pledge of allegiance along with a recording of staff singing the school song.

5. **Discussion Items (for possible Action)**
 - a. **Nomination Committee - nominee for election to serve on Charter Council (Jordan Greene)**

Mr. Fuller addressed the Council on behalf of ACA and ACA II and stated that they would like to nominate Mr. Jordan Greene for the open Charter Council seat. The nomination committee believes Mr. Greene would be a positive addition to the council based on his experience, background, and role in the communities.

 - b. **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.

Ms. Haas-Wajdowicz (President) and Mrs. Pells (Secretary) maintained that they would like to remain in their current roles. Ms. Haas-Wajdowicz recommends Mr. Jordan Greene as the new CFO. Mr. Greene states he is willing to serve in the role of CFO.

- c. **Student Teaching Agreement between San Francisco State University and Antioch Charter Academy - review proposed agreement with San Francisco State University for student teachers for the 2020-21 through 2024-25 school years (attached).**

Mrs. Heller stated there is an Instructional Assistant at ACA who is currently in school to become a certificated teacher. San Francisco State University is looking to place student teachers at more schools and this agreement allows for ACA and SF State to partner now and in the future.

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

Mr. Heller stated Mrs. Susan Gonzalez needs to be removed as a signer on the ACA II Network bank accounts as a result of recent board elections.

- e. **Learning Continuity and Attendance Plan (ACA / ACA II) - review draft of LCP template for both schools (attached)**

Mr. Fuller stated the LCP is a new reporting requirement this year, and the LCAP (Local Control Accountability Plan) has been postponed for the current year. Mrs. McCutcheon and Mr. Fuller coordinated the LCP drafts, and staff from both schools worked on the documents during summer staff development days. The LCP addresses student learning, both distance and in-person, and includes a financial component similar to the LCAP. We are continuing to receive stakeholder feedback from staff, parents, students and board members. The LCP will be updated with this feedback and will be brought to the September board meeting for approval.

Ms. Haas-Wajdowicz asked if there have been any issues with internet access for families during distance learning. Mrs. Heller stated the school is collecting family names to provide tech support, including Wi-Fi extenders and hotspots. Thus far there have only been a few families with these issues. Ms. Dubitsky stated the second day of school was better than the first. The school is communicating common sense messages for being Wi-Fi smart (i.e. not on Netflix at the same time as Zoom).

Mr. Tam asked if the plan includes any Federal CARES Act funds. Mr. Heller stated the eligibility of the CARES Act funds is for schools funded by Title I. Neither ACA or ACA II is funded by Title I.

- f. **Policy updates and review (attached)**
 - 1. Harassment, Intimidation, Discrimination & Bullying Policy
 - 2. Homeless Youth Policy
 - 3. Educational Records and Student Information Policy
 - 4. Section 504 Policy
 - 5. Freedom of Expression Policy and Procedure
 - 6. Education of Foster and Mobile Youth Policy

Mrs. McCutcheon stated she attended a webinar last spring conducted by our legal counsel (YMC) regarding policies required for charter schools. Some of the policies discussed are new and some have been updated. The final approved policies will be posted on the school website. Sample policies were provided by Charter School Development Center (CSDC) and from other charter schools. The policies were brought to staff for review over the summer.

Ms. Dubitsky stated she is the current Homeless / Foster Youth liaison with the County. She attends trainings and webinars in this role. Currently our schools do not have any homeless or foster youth.

- g. **ACA / ACA II Re-opening Plan 2020-21 Draft - review draft (attached)**

Mrs. Heller stated Co-Administrators and staff attended several webinars and meetings over the summer to discuss school re-opening plans. Staff will be spending more time on this over the next few weeks (i.e. regarding in-person learning, hybrid learning plans, etc.). The plan emphasizes safety and increased time for in-person learning for students.

Mr. Tam asked that the acronyms be spelled out throughout the document. Mrs. Heller stated a glossary may be added.

6. **Action Items**
a. **Election of Jordan Greene to serve on Charter Council as recommended by the Charter Council Nomination Committee**

Motion made by Mrs. Hobin and seconded by Mrs. Pells

**Mrs. Pells Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes**

- b. **Approval of the Re-organization of Charter Council - President, Secretary, and CFO.**

Motion made by Mrs. Pells and seconded by Mrs. Hobin for approval of the Reorganization of Charter Council - President, Secretary, and CFO as follows:.

Ms. Julie Haas-Wajdowicz as President, Mrs. Jeanine Pells as Secretary, and Mr. Jordan Greene as CFO.

**Mrs. Pells Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mr. Greene Yes**

- c. **Approval of Student Teaching Agreement between San Francisco State University and Antioch Charter Academy for the 2020-21 through 2024-25 school years as recommended by staff.**

Motion made by Mrs. Hobin and seconded by Mrs. Pells

**Mrs. Pells Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mr. Greene Yes**

- d. **Approval of ACA II Family Network bank account signer changes - remove Susan Gonzalez as signer on Network checking and savings accounts.**

Motion made by Mrs. Pells and seconded by Mrs. Hobin

**Mrs. Pells Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mr. Greene Yes**

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

Mrs. McCutcheon stated the ACA II Network will be approving their budget at the first meeting this month. Ms. Dubitsky stated ACA II has new spirit wear.

8. **Comments from the Charter Council - None**

9. **Scheduling of Next Meeting**

- a. **Next Regular Charter Council meeting – Thursday, September 10, 2020**

10. **Adjournment**

**Motion made by Mrs. Hobin and seconded by Mrs. Pells
Mrs. Pells – Yes. Mrs. Hobin- Yes. Ms. Haas-Wajdowicz - Yes. Mr. Tam - Yes. Mr. Greene - Yes.
Meeting adjourned at 5:05 pm.**