

**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 10, 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. Kevin Fuller, Ms. Marianne Dubitsky, Mrs. Mimi Kessler, and Mr. Todd Heller. Also in attendance was Mr. Jayson Bordges.
2. **Approval of Minutes**
 - a. **Regular Charter Council meeting of August 20, 2020**

Motion made by Mrs. Hobin and seconded by Mr. Tam

Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
3. **Oral Communications: Non-agenda items: None**
4. **Comments from Staff**

Mr. Fuller addressed the Council and stated the Middle School will be having its first virtual field trip to the Museum of Tolerance. ACA is holding a supply pickup for families on Thursday and Friday this week. Virtual / distance learning is going well - great attendance and participation. Both ACA and ACA II staff met yesterday and decided to continue distance learning through the 6 week period after October break. Staff is discussing whether to bring small cohorts of students on campus. Staff has been working collaboratively in sharing best practices and tips / tricks for distance learning.

Ms. Dubitsky addressed the Council and stated the first few weeks have been exhausting. Staff will be re-examining curriculum for distance learning and deciding what changes may be needed. All levels are conducting virtual class meetings. We have done a good job of replicating our program in a virtual setting. Special Education services have started for both campuses.

Mr. Heller addressed the Council and stated several facility maintenance projects are being completed at ACA II. The roof has been replaced on Room 2. We have received estimates for asphalt and drainage installation for room 8, 9 and 10, and for bathroom maintenance / remodeling for the Rose garden restrooms.
5. **Discussion Items (for possible Action)**
 - a. **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
Mr. Fuller stated no changes have been made to the draft policies, and these are being brought back for a second reading and any further questions. Charter Council members have no further questions.
 - b. **Learning Continuity and Attendance Plan (ACA / ACA II) - review final draft of LCP (attached)**

Mr. Fuller stated the reports have been revised to include input from stakeholders. There are changes in some of the budget expenditures, including additional technology purchases. Staff is

also discussing the purchase of online assessment tools such as IXL.

Ms. Dubitsky stated feedback from parents has been incorporated into the reports. ACA II is figuring out how to support families with technology needs during distance learning.

Mr. Heller stated that PPE (Personal Protective Equipment) expenses have been incorporated into both schools' reports. Mr. Tam asked for a list of PPE needs so it can be shared with potential donors.

Mr. Tam asked if IXL is for ACA II only. Ms. Dubitsky answered yes and that the ACA II Intermediate classroom moved back to IXL after using Moby Max for a period of time.

- c. 2019-20 Unaudited Actuals Financial Reports for ACA / ACA II (attached) - review reports prior to submission to the County Office of Education.

Mr. Heller reviewed the financial reports and highlighted the major changes in revenue and expenditure items. Revenues were higher for both schools and expenditures were higher for ACA and lower for ACA II as compared to the 2nd Interim budget. Both schools continue to carry a solid reserve balance for economic uncertainties.

- d. Certificated Employee Contracts (ACA / ACA II) - new Certificated Employee under contract for the 2020-21 school year - Melissa Pina (ACA / ACA II Speech Language Pathologist)

Mr. Heller stated the school hired Melissa Pina as a .50 FTE to be split between both schools. Ms. Dubitsky stated we are very happy to have Ms. Pina on board. Having a staff member for this position provides more consistency for our students and is more in alignment with our philosophies.

- e. Special Education Service Contract - review contract proposal with Foundations Therapy Service for the 2020-21 school year (attached).

Mr. Heller stated the contract was revised to include only OT services and not speech services since we hired a Speech Language Pathologist. Ms. Dubitsky stated that Foundations Therapy specializes in OT services and that it makes sense to continue contracting with them based on the small number of students who need these services.

6. Action Items

- a. Approval of Policy updates as recommended by staff.
 - 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

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

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

- b. Approval of Learning Continuity and Attendance Plan (ACA / ACA II) 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

- c. Approval of the 2019-20 Unaudited Actuals Financial Reports as recommended by staff.

Motion made by Mrs. Pells and seconded by Ms. Haas-Wajdowicz

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

d. Approval of Certificated Employee contract for Melissa Pina 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

e. Approval of Special Education Service Contract with Foundations Therapy Service for the 2020-21 school year as recommended by staff.

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

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

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

Mr. Fuller stated the ACA Network is planning this year's walkathon and a spirit wear fundraiser, as well as finalizing the installation of a hydration station at the campus.

Ms. Dubitsky stated the ACA II Network is working on the current year budget which is a bit more difficult since last year's fundraising events were impacted by the COVID-19 school closure.

8. Comments from the Charter Council

Ms. Haas-Wajdowicz stated she passed along our school's fundraising information to Antioch High.

9. Scheduling of Next Meeting

a. Next Regular Charter Council meeting – Thursday, October 15, 2020

10. Adjournment

Motion made by Mrs. Pells and seconded by Mrs. Hobin
Mrs. Pells – Yes. Mrs. Hobin- Yes. Ms. Haas-Wajdowicz - Yes. Mr. Tam - Yes.
Meeting adjourned at 5:00 pm.