

**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
January 14, 2021
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. Debbie Hobin, Mr. Jordan Greene, Mr. Eric Tam, Mrs. Jeanine Pells, and Ms. Julie Haas-Wajdowicz. Staff members in attendance were: Mr. Todd Heller, Mr. Kevin Fuller, Ms. Marianne Dubitsky, Mrs. Elisa McCutcheon, Ms. Sarah McLean, and Mrs. Andi Stahler. Also in attendance was Aisa Ave (ACA II student) and Mrs. Mimi Kessler.

2. Approval of Minutes

a. Regular Charter Council meeting of December 10, 2020

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

Mr. Greene Yes
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 on behalf of ACA and stated that ACA wrapped up 2020 with 18 Primary students onsite for classes with the remainder distance learning, Intermediate did a virtual walkthrough of ancient Egypt, Elementary has begun their first research projects, and Middle ended the year with the family life unit.

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that they welcomed back their cohorts to campus, which includes a small group of students from each level. Young Authors has begun, Middle has started their Civic Change unit, in which they learn how to make a change and have a voice in their communities.

5. Discussion Items (for possible Action)

a. Audit Report (ACA / ACA II) – review report for the Year Ended June 30, 2020 (attached)

Mr. Heller addressed the Council on behalf of ACA and ACA II and stated that the summary of the audit report is new this year and provides a straightforward overview of the audit. There were no findings this year or last year (outlined at the back of the report). Mr. Heller pointed out on page 19 that the audit adjustments shown are our external bank accounts for both sites which is managed from accounts outside of our state funds. The audits show the balance changes between the years and both ACA

and ACAII had minor adjustments.

b. ACA Western Association of Schools and Colleges (WASC) review of Mid-Cycle Visits (attached)

Mr. Fuller addressed the Council on behalf of ACA and stated that the review is scheduled for Feb 1st and 2nd. Please see the attached document for the final draft that has been sent to the visiting WASC committee. The committee will be here two days, visiting virtual classrooms, and speaking to students and staff. This year will be done virtually, and ACA will be providing an update for WASC on where ACA is in their goal achievements. For this review, significant changes from the last time a WASC review happened are outlined in the report. Items outlined include the response to the pandemic and ACA becoming their own LEA for Special Education. ACA still has three more years to accomplish their set goals.

c. ACAII Western Association of Schools and Colleges (WASC) review of Mid-Cycle Visits

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that their WASC visit is on March 30th, and will be a one day WASC visit, virtually. Attached are the action plan goals. These goals were created in 2018 by staff and the WASC committee. ACA II has been working and tracking this progress the past three years by implementing Gradelink for tracking and communicating, switching to Google Classroom, and implementing Renaissance Star to use as assessment for reading and math. ACA II is also working towards the goal of gaining more control of the SPED program. The third goal is to update student learner outcomes through the Graduate Goals, which ACA II will accomplish through gathering feedback from stakeholders and revising from there. Another goal is updating technology on campus, which has been reached through classes going completely virtual and students who need them, being provided a Chromebook. ACA II is also working on improving preparation for the students going into high school. ACA II alumni that are now graduating seniors have been invited back to speak to the students about their own high school experiences and answer questions. Students are given a smoother transition into high school with the insight into what to expect.

Mrs. McCutcheon informed Council that the draft of the WASC goal for ACA II will be given to Council at the next meeting in February. This will provide more details and information for each goal.

d. ACA/ACAII Comprehensive School Safety Plans – review of plans (attached)

Mr. Fuller addressed the Council on behalf of both schools and stated that we are close to completing emergency procedures with some site differences in place to meet the specific campuses needs. The procedures meet Ed Code safety requirements. Assessments of the schools include crimes committed around the area, child abuse cases in the area, suspension rates, dangerous students, policies to maintain safe and orderly environment, rules and responsibilities of our mental health professionals, and more. The plans are reviewed by admin, parents, community, credentialed and classified staff. The Sheriff's Department, Fire Department and Police Department also look through it to give feedback. The finalized draft will be presented at the next Council meeting for approval.

6. Action Items

a. Acceptance of Audit Report for the Year Ended June 30, 2020 as recommended by staff

Motion made by Mrs. Hobin and seconded by Mrs. Pells to accept the Audit Report for the Year Ended June 30, 2020 as recommended by staff

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

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

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that the Family Network is continuing their Flocking fundraiser, which has made well over \$1,500.00 this year.

Mrs. Stahler addressed the Council on behalf of ACA and stated that the Family Network has begun the planning process for the End of the Year Auction. They have started reaching out to parents for donation items and looking into auction items that involve the staff.

8. Comments from the Charter Council: None

9. Scheduling of Next Meeting

a. Next Regular Charter Council meeting – Thursday, February 11, 2021

10. Adjournment

**Motion made by Mrs. Pells and seconded by Mr. Greene
Mr. Greene – Yes, Mrs. Hobin- Yes, Mrs. Pells- Yes, Ms. Haas-Wajdowicz - Yes, Mr. Tam
- Yes. Meeting adjourned at 4:51 pm.**