

**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
February 11, 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, and Ms. Julie Haas-Wajdowicz. Staff members in attendance were: Mr. Todd Heller, Mr. Kevin Fuller, Ms. Marianne Dubitsky, Mrs. Elisa McCutcheon, Mrs. Gwendolyn Connolly, and Mrs. Andi Stahler. Also in attendance was Mrs. Mimi Kessler and ACA II students: Tyler Brajas, James Alonso, Evan Connolly, Glenda Solis, Mattison, Chinwe, Chiome, Draven, Gabby, Max, Robert, Sanjog Sooch, Shyla, Jamal, Justin, Karyn Engle, Talenda Todd, Zion, Agatha, Alyssa, Arianna, Ashton, Bryson, and Ashton Allen.

2. Approval of Minutes

a. Regular Charter Council meeting of January 14, 2021

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

Mr. Greene Yes

Mrs. Hobin Yes

Ms. Haas-Wajdowicz Yes

3. Oral Communications: Non-agenda items:

Mr. Evan Connolly addressed the Council and presented his Civic Change project focusing on the need of a multi use room at ACA II. Mr. Connolly recounted the numerous lunches spent outside in the rain, due to the lack of a Multi Use Room. Mr. Connolly also pointed out that the school would save money if they had a Multi Use Room, since they would not have to rent out Paradise Skate for many activities and classes.

Mr. Brayden Todd addressed the Council and presented his Civic Change project focusing on the need for an improved and restructured Hot Lunch menu. The current menu is limited to non nutritional options and the lunches are often poor quality. Mr. Todd would like to change the vendor that provides lunches.

Mr. Ashton Allen addressed the Council and presented his Civic Change project focusing on the need of a full time Computer Class for all grade levels at ACA II. Mr. Allen pointed out that the current program has made great progress so far, but there is still room for improvement. Mr. Allen outlined that putting this much focus into computer skills would help educate students and their families in computer literacy.

4. Comments from Staff

Mr. Fuller addressed the Council on behalf of ACA and stated that ACA just completed its two virtual WASC visits. They focused on our continued school improvement during their visits. They met with students, staff, teachers, SPED,

Charter Council, and the Family Network. The committee wrote a draft report of their findings in which they state that they can see that ACA's goals from 2018 have been addressed and one of six goals is completed while significant progress has been made to the remaining five. Mr. Fuller also stated that the stay at home order has been lifted, but our county remains in the purple tier. We will remain distance learning until after spring break in April. After that break, we will reassess coming back onto campus.

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that Eco Hero came to ACA II, virtually, last week and everyone had fun. Also last week, the whole school participated in the annual Great Kindness challenge, and some of the items were adjusted to fit the stay at home orders. Mrs. McCutcheon announced that ACA II has a new music teacher, Andrew Laubacher, who is a percussionist. ACA II has started planning for the renewal process and has started outlining ways to meet all the new guidelines given by the state. The Middle School is in the midst of their Civic Engagement projects, which encourages them to participate in our Charter Council meeting today. The Intermediate Class is doing their Family projects and Primary, Elementary, and Intermediate are in the midst of young authors.

Ms. Dubitsky addressed the Council on behalf of ACA II and stated that the WASC draft for ACA II is ready and will be sent out on Monday. Their WASC virtual visit will be in March and will be similar to the visit at ACA.

5. Discussion Items (for possible Action)

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

Mr. Fuller addressed the Council on behalf of ACA and ACA II and stated that Assembly bill 17 requires a Comprehensive School Safety Plan for each sight. A copy of the Comprehensive School Safety Plan was brought to the board last month. Since then, the staff has been working on this finalized version and they are still waiting on the Fire Department to look at the plan.

b. ACA/ACAII Injury and Illness Prevention Plan – review of plan (attached)

Mr. Fuller addressed the Council on behalf of ACA and ACA II and stated that under California law, all employers must provide a safe and healthy place for their employees to work in. To be complacent with the law, we must name a person that will maintain this plan. The responsibility of enforcing, tracking, and implementing is on all employees, and especially on the Co Administrators. The plan will help identify any workplace items that prove to be detrimental to staff and students, while also helping to track records of injury and illness. Mr. Fuller stated that the plan will be on the agenda for approval next month.

c. ACA/ACAII Covid-19 Prevention Program – review of plan (attached)

Mr. Fuller addressed the Council on behalf of ACA and ACA II and stated that this is an addendum to the Injury and Illness Prevention Plan. This is established and implemented in response to COVID-19. This Plan has been created from an OSHA template to meet the OSHA standards and was adapted to meet our campus needs. The plan speaks on responsibilities, screening staff and students, corrections on hazards, cleaning disinfecting, how to trace and report if there is a case, and more.

d. Special Education (SPED) – program update

Ms. Dubitsky addressed the Council on behalf of ACA and ACA II and stated that it is our 3 year anniversary of being accepted into the El Dorado SELPA. We have accomplished a lot in the last 3 years. We are now only contracting out for counseling and Occupational Therapy, while all other SPED employees are ACA employees, which means the core philosophies of ACA and ACA II are being put to action. Ms. Dubitsky stated that we have been able to provide all IEP required services to all students, even during the pandemic. We are providing services to our students at an earlier rate than when we worked through AUSD. We are able to prepare and take on students and do testing as soon as the need is presented. We are able to have a lot of services available to our students. Ms. Dubitsky outlined that there are weekly SPED meetings with both ACA and ACA II staff members where items such as updates, scheduling, tracking student progress and creating meaningful goals are discussed.

e. Charter Council Member Term dates – review list of term dates (attached)

Mr. Heller addressed the Council on behalf of ACA and ACA II and stated that two Charter Council members have terms expiring this year, Ms. Haas-Wajdowicz's term ends at the end of this month, however, Ms. Haas-Wajdowicz has confirmed that she will be continuing her role for another term (2 years). Mrs. Jeanine Pells is in her third consecutive term that will expire in October and we will need to find a replacement for her then, since she will have maxed out her term limits.

f. Corporate Tax Returns - Federal and State returns for tax year 7/1/19 to 6/30/20

Mr. Heller addressed the Council on behalf of ACA and ACA II and stated that this is the annual tax returns that are required to be filed. The auditors file electronically on behalf of ACA and ACA II. They provide us with a hard copy of it that is available on campus to view by the public. Mr. Heller approves this prior to the auditors filing it. The taxes are filed on a combined return for ACA and ACA II. All required schedules are included and these are filed electronically.

6. Action Items

- a. Approval of ACA/ACAII Comprehensive School Safety Plans as recommended by staff.

Motion made by Mrs. Hobin and seconded by Mr. Greene to accept the Comprehensive School Safety Plans as recommended by staff

Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz 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 planning a fun event for students when they return from break. The event is called Among Us where all Families are invited so come play with each other via zoom. The network is also putting together an ACA II Cookbook that will include family recipes with

pictures and stories describing the origins of that recipe in relation to the family it came from. Then the Family Network will be selling the book as a fundraiser.

Mrs. Stahler addressed the Council on behalf of ACA and stated that the Family Network has initiated the installment of the water stations. They had an outfit come look at a space in the Multi Use Room and on the side of portable 9 near the blacktop.

8. Comments from the Charter Council: None

9. Scheduling of Next Meeting

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

10. Adjournment

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

Mr. Greene – Yes, Mrs. Hobin- Yes, Ms. Haas-Wajdowicz - Yes. Meeting adjourned at 4:57 pm.