

**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
June 15, 2021
4:00 PM
Agenda**

Zoom Video Communications Meeting

1. Opening (Roll Call and Establishment of Quorum)

Meeting called to order at 4:04 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: Mr. Todd Heller, Mr. Kevin Fuller, Ms. Marianne Dubitsky, Mrs. Elisa McCutcheon.

2. Approval of Minutes

a. Regular Charter Council meeting of May 13, 2021

Motion made by Mrs. Hobin and seconded by Mr. Tam
Mr. Geene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

3. Oral Communications: Non-agenda items: none

4. Comments from Staff

Mr. Fuller addressed the Council on behalf of ACA and stated that all students were invited to attend the last day of school, in-person, to participate in the last day of school activities. The eighth-grade graduation was a drive-through celebration held on campus. Eighth grade graduate speeches were recorded on FlipGrid.

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that they finished the toughest year ever. All students, including those who remained distance learning, to attend in-person for the last day of school. All students enjoyed being back on campus around their friends. Eighth grade graduation commenced in-person at the fairgrounds. The eighth grade students did a great job with their graduation speeches.

Mr. Heller addressed the Council and stated that ACA received approval from the insurance company to complete repairs on the portable that sustained fire damage due to arson. Repairs are scheduled for the summer break. ACAII sustained damage to the fire panels and peripheral devices due to a power surge. ACAII is obtaining repair estimates and would like all repair work to be completed prior to the start of next school year.

5. Discussion Items (for possible Action)

a. ACAII Charter renewal update

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that the ACAII charter document will be ready for submission by August/September 2020. The charter renewal committee and combined staffs have worked to finalize revisions to multiple charter sections including curriculum, graduate goals, philosophy, and English language learners. The Governor's May trailer bill proposes a two-year extension charter renewal extension for existing charters. Current indication from our legal department and the CSDC are positive that the bill will pass. Mr. Heller discussed that if the two-year extension passes, details regarding an extension for the FUA's and MOU's is unclear, and these documents may need to be modified based on their end date.

b. Co-Administrator hiring committee – nominee to serve as a Co-Administrator (Vicki Willard)

Mrs. McCutcheon addressed the Council on behalf of the Co-Administrator hiring committee and stated that based on Vicki Willard's qualifications and responses to interview questions, she was recommended for a second interview with representatives from both staffs, including certificated and classified staff members. Vicki Willard's recommendation for the position was brought to the combined faculty meeting. Staff voted and approved Vicki Willard for the co-administrator position.

c. ACA/ACAII 2021-22 Calendars (attached)

Mrs. McCutcheon addressed the Council on behalf of the ACA and ACAII and stated that the calendars have been updated to reflect minimum days, holidays, retreats, and staff collaboration days. ACA/ACAII has added two collaboration days that will allow staff to visit and observe teachers at the opposite campus. The collaboration days are scheduled minimum days which will allow staff members to have meaningful conversations after the observations.

d. ACA/ACAII State Priority Local Indicator Reports (attached)

Mrs. McCutcheon addressed the Council on behalf of the ACA and ACAII and stated that the State Priority Local Indicator reports have been completed. The reports reflect updated survey data.

e. Local Control Accountability Plan (LCAP) – final draft documents for ACA and ACA II (attached)

Mrs. McCutcheon addressed the Council on behalf of ACAII and stated that the LCAP report is the same as the May draft report, except for some grammatical edits.

Mr. Fuller addressed the Council on behalf of the ACA and stated that the LCAP report has added additional metrics to a few goals.

Mr. Heller has made updates to the budget sections for both ACA and ACAII to reflect the 2021-22 Budgets.

f. Salary Schedule changes - proposal for 3.84% increase effective July 1, 2021.

Mr. Heller addressed the Council on behalf of the ACA and ACAII and stated that staff has approved a 3.84% COLA for both classified and certificated staff effective July 1, 2021, based on the Governor's January budget. ACA and ACAII did not have a COLA in 2020-21 school year.

g. Health Benefits - increase school monthly contribution rates (Single Party - \$1008; Two-Party - \$1,460; Family - \$1,775); increase Cash in Lieu annual rate to \$3,120.

Mr. Heller addressed the Council on behalf of the ACA and ACAII and stated that the employer monthly contribution to health benefits will increase to offset the increase cost of benefits. Historically, ACA/ACAII have matched the employer contribution made by AUSD. Cash in Lieu contribution has increased by \$120 per year.

h. Certificated Employee Contracts (ACA / ACA II) - review list of Certificated Employees under contract for the 2021-22 school year at both school sites (attached)

Mr. Heller addressed the Council on behalf of the ACA and ACAII and stated that certificated staff have one-year contracts. The list consists of Certificated Employees under contract for the 2021-22 school year at both school sites. Noticeable changes from 2020-21 school year; Angie Keller (ACA Primary teacher)– retired, and Melissa Pina (ACA/ACAII SLP)– resigned (moved out-of-state).

i. Initial 2021-22 Budget Proposals and Education Protection Account (EPA) Expenditure Summaries for ACA and ACA II for review (attached)

Mr. Heller addressed the Council on behalf of ACA and ACAII and stated that the EPA is a required summary to be approved by the Board and posted to our website. Funds from the EPA are used to cover employee salaries. Revenue changes include the IPI and ELO grant funds which represent approximately \$175,000 per school. The Learning Loss Mitigation funds are no longer available. There is an increase unemployment cost to both schools, which reflects an employer contribution increase of approximately 2,000%, or \$11,000 per school. Liability insurance premiums have also increased, adding an additional expense of \$5,000 per school. ACA's budget reflects a slight increase in ADA. ACAII's budget reflects planned capital improvement expenditures (additional classroom portables), and maintenance expenditures

(asphalt work, repairs to ADA ramps, and fire alarm panel repairs).

j. Review of revised Conflict of Interest Code (attached)

Mr. Heller addressed the Council on behalf of ACA and ACAII and stated that the Conflict of Interest Code was previously updated in 2017. The revised Conflict of Interest Code contains no substantive changes.

k. Review of revised TLCS Bylaws (attached)

Mr. Heller addressed the Council on behalf of ACA and ACAII and stated that the TLCS Bylaws was previously updated in 2017. The revised TLCS Bylaws contains no substantive changes.

l. Review of ACA/ACAII School-Site Camera Surveillance Policy Draft

Mr. Heller addressed the Council on behalf of ACA and ACAII and stated that the draft surveillance policy has been reviewed by our legal department. Next steps will include a review of draft by the co-administrators (June 16, 2021) and by both staffs during SDD in August. The Policy will be modified to meet the individual needs of both campuses.

6. Action Items

a. Approval of Vicki Willard to serve as a Co-Administrator as recommended by the Co-Administrator hiring committee and staff.

Motion made by Mrs. Hobin and seconded by Mrs. Pells
Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

b. Approval of the ACA/ACAII 2021-22 Calendars as recommended by Staff.

Motion made by Mrs. Pells and seconded by Mr. Greene
Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

c. Approval of the ACA/ACAII State Priority Local Indicator Reports as recommended by Staff.

Non-consent agenda item

d. Approval of LCAP for ACA / ACA II as recommended by staff.

Motion made by Mrs. Pells and seconded by Mrs. Hobin
Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

e. Approval of Salary Schedule increase as recommended by staff.

Motion made by Mrs. Hobin and seconded by Mr. Greene
Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

f. Approval of school monthly contribution rates and annual Cash In Lieu rate for Health Benefits as recommended by staff.

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

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

- g. Approval of the 2021-22 Certificated Employee contracts for ACA / ACA II as recommended by staff.

Motion made by Mrs. Hobin and seconded by Mr. Greene
Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

- h. Approval of Initial 2021-22 Budget Proposals and EPA Expenditure Summaries for ACA and ACA II as recommended by staff.

Motion made by Mrs. Pells and seconded by Mr. Greene
Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

- i. Approval and adoption of revised Conflict of Interest Code as recommended by staff.

Motion made by Mr. Greene and seconded by Mrs. Pells
Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

- j. Approval and adoption of revised TLCS Bylaws as recommended by staff.

Motion made by Mrs. Hobin and seconded by Mrs. Pells
Mr. Greene Yes
Mrs. Hobin Yes
Ms. Haas-Wajdowicz Yes
Mr. Tam Yes
Mrs. Pells Yes

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

Mr. Fuller addressed the Council on behalf of ACA and stated that there was no update.

Ms. Dubitsky addressed the Council on behalf of ACA II and stated that they have filled all of the open Family Network board positions. The Network awarded the annual scholarship to Sage Wilcox.

8. Comments from the Charter Council: none

9. Scheduling of Next Meeting

- a. Next Regular Charter Council meeting –
- Thursday, July 8, 2021 (if necessary)
 - Thursday, August 12, 2021 (if necessary)
 - Thursday, September 9, 2021

10. Adjournment

Motion made by Mrs. Pells and seconded by Mrs. Hobin
Mr. Greene – Yes, Mr. Tam– Yes, Mrs. Hobin- Yes, Ms. Haas-Wajdowicz - Yes, Mrs. Pells– Yes.
Meeting adjourned at 5:15 pm.