

**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 13, 2022  
4:00 PM  
Minutes  
Zoom Video Communications Meeting**

**1. Opening (Roll Call and Establishment of Quorum)**

Meeting called to order at 4:04pm. In attendance were council members: Mrs. MacCallister, Mr. Eric Tam, Mr. Jordan Greene, Mrs. Debbie Hobin, and Ms. Julie Haas-Wajdowicz. Staff members in attendance were: Mr. Todd Heller, Mr. Kevin Fuller, Ms. Marianne Dubitsky, Mrs. Elisa McCutcheon, and Mrs. Andi Stahler.

**2. Approval of Minutes**

**a. Regular Charter Council meeting of August 11, 2022**

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

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

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

**4. Comments from Staff**

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that they have been very busy rolling out their new after school program. They currently have about 40 participating every day in the program. They have also enjoyed working through the partnership with So Big School for before and after school. School Families have begun and it has been great to see how the student's excitement for it has grown over the years. ACA II is also gearing up for their next Coastal cleanup!

Mr. Fuller addressed the Council on behalf of ACA and stated that all levels have had a big focus on music. Mrs. Burchett has been able to start a large piano class, as well as getting enough Ukuleles for the entire Wonderful Wednesday program to participate.

Mr. Heller addressed the Council on behalf of ACA II and stated that tomorrow night is the Fairground Board meeting where our Lease counter proposal will go before the Board. We are hopeful that they can move to approve this and we can move forward on the lease agreement.

**5. Discussion Items (for possible Action)**

**a. AB361 reform – teleconferencing requirements for Charter Council meetings**

Mr. Fuller addressed the Council and shared that the primary effect of this reform is to allow public bodies to dispense with certain normally applicable Brown Act teleconferencing requirements wherever a public body holds a meeting during a proclaimed state of emergency. This must be voted on every 30 days by Council.

**b. Educational Assistance Plan application for Laurie Hawley (ACAII teacher)**

**Mrs. McCutcheon addressed the Council and shared that Laurie Hawley is TK teacher at ACA II working part time and has been with the school for many years as a staff and parent. It is important that our Primary team has a Montessori background, as this would benefit all students. This is the Montessori certification program would qualify as early childhood education units, which is a new requirement for TK teachers.**

**c. Annual Re-organization of Charter Council - President, Secretary and CFO.**

**Mr. Heller addressed the Council and shared that Ms. Haas-Wajdowicz terms out in February 2023 and we will need to pick a different president. The Secretary and CFO positions also need to be decided on, however, they can remain the same people.**

**d. Certificated Employee Contracts - new Certificated Employees under contract for the 2022-23 school year - Sara Goetz (ACA II Elementary); Milan Scott-Dunham (ACA / ACA II Physical Education)**

**Mr. Heller addressed the Council and shared that these two new hires were completed over the summer and the contracts are being brought to the board for approval. Sara Goetz is hired to be a teacher for the Elementary classroom at ACA II and Milan Scott-Dunham is hired to be the PE teacher for both ACA and ACA II.**

**e. 2021-22 Unaudited Actuals Financial Reports for ACA / ACA II (attached) - review reports prior to submission to the County Office of Education.**

**Mr. Heller addressed the Council and shared that this is our annual report brought to the board and will go to the County. This report reflects the unaudited actuals that we received at the end of the fiscal year in June. Both schools are in very good financial shape. Please see attached for more details.**

**f. Special Education Service Contract Addendum- review contract addendum with The Speech Pathology Group, Inc. for the 2022-23 school year (attached).**

**Mr. Heller addressed the Council and shared that this contract shows an increase in cost due to an increase in the number of SPED students at the end of last year and at the start of this year. It also shows the annual yearly price increase, which has not been increased in a couple years.**

**g. Policy update and review (attached) - Independent Study Policy**

**Mr. Heller addressed the Council and shared that the state legislator put in new requirements for independent studies for this year. The state had implemented a lot of new requirements, due to the pandemic, which both schools implemented. This year's new requirements mostly have to do with definitions on Live Interaction and Synchronous instruction for long term independent studies. Overall, there were not a lot of changes to with this policy update. We are making sure we are keeping up to date on our policies so when audit time comes around, auditors know we are following and staying up to date.**

**6. Action Items**

- a. AB361 reform language. Approval of the required findings regarding the continuing emergency and vote to continue using the law's exemptions.**

**Motion made by Mr. Greene and seconded by Mr. Tam**

**Mrs. MacCallister Yes**

**Ms. Haas-Wajdowicz Yes**

**Mr. Tam Yes  
Mr. Greene Yes  
Mrs. Hobin Yes**

- b. Approval of Education Assistance Plan for Laurie Hawley as recommended by staff.**

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

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

- c. Approval of the Re-organization of Charter Council – Mrs. MacCallister as President, Mrs. Hobin as Secretary, and Mr. Greene as CFO.**

**Motion made by Mr. Tam and seconded by Mr. Greene**

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

- d. Approval of Certificated Employee contracts for Sara Goetz and Milan Scott-Dunham as recommended by staff.**

**Motion made by Mrs. MacCallister and seconded by Mrs. Hobin**

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

- e. Approval of the 2021-22 Unaudited Actuals Financial Reports as recommended by staff.**

**Motion made by Mr. Greene and seconded by Mrs. MacCallister**

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

- f. Approval of Special Education Service Contract Addendum with The Speech Pathology Group, Inc. for the 2022-23 school year as recommended by staff.**

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

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

- g. Approval of the Independent Study Policy update as recommended by staff.**

**Motion made by Ms. Haas-Wajdowicz and seconded by Mrs. Hobin**

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

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

**Mrs. Stahler addressed the Council and shared that the Family Network will be starting a Pasta Fundraiser soon, with online sales. They are preparing for the students to vote on a movie for the Family Movie Night on 10/21/22. They are also preparing for the Fall Fair, November 5<sup>th</sup>.**

**Ms. Dubitsky addressed the council and shared they just had their Back to School Bash with Food Trucks and they were able to enjoy the new barn. The Board also had their budget approved and they started to grow their volunteer list.**

**8. Comments from the Charter Council:**

**9. Scheduling of Next Meeting**

**a. Next Regular Charter Council meeting – Thursday, October 13, 2022**

**10. Adjournment**

**Motion made by Mrs. Hobin and seconded by Mr. Greene**  
**Mr. Tam– Yes, Mrs. MacCallister- Yes, Mrs. Hobin- Yes, Ms. Haas-Wajdowicz - Yes, Mrs. Greene– Yes. Meeting adjourned at: 4:38 pm.**