

**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 15, 2024  
4:00 PM  
Room 1  
Minutes**

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

Meeting called to order at 4:01pm. In attendance were council members: Mr. Eric Tam, Mr. Jordan Greene, and Mrs. Kelly MacCallister. Staff members in attendance were: Mrs. Elisa McCutcheon and Mrs. Andi Stahler.

**2. Approval of Minutes**

**a. Regular Charter Council meeting of January 18, 2024**

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

Mr. Greene Yes  
Mrs. Tam Yes  
Mrs. MacCallister Yes

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

**4. Comments from Staff**

Mrs. Stahler addressed the Council and shared that Middle is on their Yosemite study trip. Primary just celebrated 100 days of school. Elementary and Intermediate are conducting their second trimester assessments.

Mrs. McCutcheon addressed the Council and shared that our 8th Graders have been selected to participate in the National Assessment of Progress which looks at how students in the US are doing compared to other countries. Elementary celebrated Lunar New Year with a parade on campus. Intermediate had their Walk Thru the Ancient Worlds today, which allows them to experience what it was like to live in ancient times. The Co Administrators met for a retreat and discussed creating a process for Co administrators to do a self evaluation that would be brought to council.

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

**a. ACA/ACAII WASC update**

Mrs. McCutcheon addressed the council and shared that both schools have successfully completed their self studies and submitted the final draft. ACA's visiting committee is scheduled for March 17th and ACA II's is scheduled March 24th and we are requesting Charter Council representation on both of these dates. The visiting committee will be asking the council questions to gain your perspective. The committee will be going over the School Wide Action Plans, which ACAII has identified two goals for: improve instruction for English Learners and implement a multi tier system of support for social and emotional support. The visiting committee may like the Action Plans how they are or adjust them accordingly.

**b. ACA/ACAI LCAP Mid-year updates (attached)**

**Mrs. McCutcheon addressed the council and pointed out that the original numbers shown were created over the summer and these are the expenditures we have had thus far, from July through January. Most of these are identical to what we input in June. Please see attached for more details.**

**c. ACA/ACAI Budget Plans Grant funding (attached)**

**Mrs. Stahler addressed the council and stated that ACA staff have had meetings on how they would like to spend these funds. Provided is a breakdown of each grant and when the funds must be spent. Please see attached for more details.**

**McCutcheon addressed the council and stated that ACAI staff has also had meetings on how they would like to spend these funds. Mrs. McCutcheon pointed out that normally we are fully funded by ADA, but the state over past years has had this influx of funding, due to covid and pandemic, that couldn't be written into their budget, but could be allotted as one time funds.**

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

**Mrs. McCutcheon addressed the council and stated that it is a requirement by law that our schools develop and maintain a safety plan that creates a safe and secure learning environment for all. We are required to update the plan annually by March 1st. ACAI has created a Safety committee that meets every six weeks, and has also reviewed this plan. Retired police and corporate safety individuals have also reviewed the plan. We did add some items from the active shooter training that took place in November. Not a lot of changes needed to be made. Please see attached for more details.**

**Mrs. Stahler addressed the council and stated that it is a requirement by law that our schools develop and maintain a safety plan that creates a safe and secure learning environment for all. We are required to update the plan annually by March 1st. Staff members have reviewed the safety plan and found no changes were needed. Please see attached for more details**

**e. Corporate Tax Returns - Federal and State returns for tax year 7/1/22 to 6/30/23**

**Mrs. Stahler addressed the council and stated that the Tax Returns will be filed electronically, like usual, with the auditors filing by the end of the month. The auditors will be sending Todd a hard copy, which you are all welcome to look at, just reach out to him with that request. Todd has reviewed the preliminary report. The numbers from the audit report match what has been input on the tax returns and we will not be owing any taxes.**

**6. Action Items**

**a. Approval of ACA/ACAI Budget Plans Grant funding as recommended by staff.**

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

**Mr. Greene Yes  
Mrs. Tam Yes  
Mrs. MacCallister Yes**

**b. Approval of ACA/ACAII Comprehensive School Safety Plan as recommended by staff.**

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

**Mr. Greene Yes**

**Mrs. Tam Yes**

**Mrs. MacCallister Yes**

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

**Mrs. Stahler addressed the council and shared that the ACA Family Network just had a successful 2nd Annual Spaghetti Night. They will be starting Coin Wars March 1st.**

**McCutcheon addressed the council and shared that the Walkathon is coming up April 5th and May 3rd will be the Silent auction from 5-8pm. All are welcome.**

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

**9. Scheduling of Next Meeting**

**a. Next Regular Charter Council meeting – Thursday, March 7, 2024**

**10. Adjournment**

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

**Mr. Greene– Yes, Mrs. MacCallister– Yes, Mr. Tam . Meeting adjourned at: 4:20 pm.**