

**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
May 16, 2024
4:00 PM
Room 1
Minutes**

1. Opening (Roll Call and Establishment of Quorum)

Meeting called to order at 4:02pm. In attendance were council members: Mrs. Debbie Hobin, Mrs. Kelly MacCallister, Mr. Gareth Fisher, and Mr. Jordan Greene. Staff members in attendance were: Ms. McLean, Mrs. Elisa McCutcheon, Mr. Kevin Fuller, and Mrs. Andi Stahler.

2. Approval of Minutes

a. Regular Charter Council meeting of April 11, 2024

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

**Mr. Greene Yes
Mr. Fisher Yes
Mrs. MacCallister Yes
Mrs. Hobin Yes**

3. Oral Communications: Non-agenda items: None

4. Comments from Staff

Mr. Fuller addressed the Council and shared there was a combined Middle School dance last week. Concert on the Green is next week, Showcase is on May 29th, and graduation is on the 5th. Mr. Fuller also shared that there was a faulty fire sprinkler in room 3, which caused rooms 2, 3, and 4 to be flooded. Mr. Fuller called for a Special board meeting sometime next week (either Monday, May 20th or Tuesday, May 21st at 4:00 pm). We need to get a board resolution approved that increases our schools' contractor bid limits for upcoming facility work at both sites. It can't wait until the next meeting in June if we want to take advantage of available 'free' portable classrooms. Mr. Heller can put the agenda together this Friday (it will just be one agenda item). Just need a quorum of the board. Meeting should take 10 or 15 minutes. Let Mr. Heller know if you have any questions. The Board decided on Monday at 4pm.

Mrs. McCutcheon addressed the Council and shared that we are hiring for a speech language pathologist. Currently creating a salary schedule for them and will bring that to the Board soon. Mrs. McCutcheon also shared that the Diablo Symphony came and played for the students, as well as the NED show. Today and tomorrow are Fair days and Math Days at the Fair. Field Day will be on June 7th, last day, with school families.

5. Discussion Items (for possible Action)

a. ACA/ACAII Workplace Violence Prevention Plan

Mr. Fuller 553 is now requiring a Workplace Violence Prevention Plan, Board approved plan, done by July. The plan will be housed in the office and all staff will be trained on this. An

incident log will be kept updated and available for OSHA for auditing purposes. The plan has been modified to fit our Charter. Please see attached for more information.

b. ACA/ACAI 2023-24 Local Control and Accountability Plan Drafts (attached)

Mr. Fuller addressed the council and shared we were able to report on our goals from last year. Still continuing to update, as information is still coming through the end of the year. Our goals will not be changing through 2027. Budgetary numbers will not be present here, but will be here for the finalized budget in June.

Mrs. McCutcheon addressed the council and shared that one item that is different, this is the time of year where we create new goals and additional measures we want to add in there to hold ourselves accountable. Goals reflect state requirements. Please see attached for more information. The whole LCAP will be presented to the Board in the June meeting.

c. ACA2 WASC accreditation

Mrs. McCutcheon addressed the council and shared that we have received word that ACAII has been accredited for another 6 years, with a 3 year report due for a mid-review.

d. Corporate Resolution to apply for credit limit increase with California Credit Union

Mr. Fuller addressed the Council and shared that an initial application was completed in December 2007; each school was given a \$10,000 line of credit (credit limit has not been increased since that time). We have bumped up against the credit limit in several months during last school year and this school year due to increased costs of goods (inflation driven) and also due to unforeseen events (i.e. replacing materials lost to flood at Fairgrounds and now sprinkler damage at Hacienda site). Corporate Resolution language in the board packet was provided by California Credit Union (required language). We will be requesting the limit be doubled to \$20,000 at each school. There will be no change in authorized users (currently Andi, Sheri and Todd).

e. Review of 2024-2025 School Calendars (attached)

Ms. McLean addressed the Council and shared that these are the 24/25 School Year Staff calendars as suggested by staff. We try to mirror AUSD as best as we can, while maintaining the school's philosophy of having six weeks on and one week off.

6. Action Items

a. Approval of Corporate Resolution to apply for credit limit increase with California Credit Union as recommended by staff

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

**Mr. Greene Yes
Mr. Fisher Yes
Mrs. MacCallister Yes
Mrs. Hobin Yes**

b. Approval of 2024-2025 School Calendars as recommended by staff.

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

**Mr. Greene Yes
Mr. Fisher Yes
Mrs. MacCallister 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 Board Elections are finishing up now. The Board is also gearing up for the End of Year Party, happening June 7th. All are welcome.

Mrs. McCutcheon addressed the council and shared that the Silent Auction was a big success, with raising over \$4,000 for the school!

8. Comments from the Charter Council:

Mr. Fisher addressed the council and commended the staff on getting the action plan together for the Social Emotional Learning piece. It is very commendable to be able to get a plan in place in such a quick turnaround time.

9. Scheduling of Next Meeting

a. Next Regular Charter Council meeting – Thursday, June 13, 2024

10. Adjournment

**Motion made by Mr. Greene and seconded by Mrs. Hobin
Mrs. MacCallister- Yes, Mrs. Hobin- Yes, Mr. Greene– Yes, Mr. Fisher– Yes. Meeting adjourned at: 4:37 pm.**