



# ALMA D'ARTE CHARTER HIGH SCHOOL

## Governance Council Minutes

Regular Meeting, Monday, July 15, 2019 6:00 pm

### COUNCIL MEMBERS

Gene Elliott | Casilda Provencio | Carolyn Williams | Godfrey Crane | Stephen Aquino

### I. Introduction

- A. Call to Order – Chairman G. Elliott called the meeting to order at 6:05 p.m.
- B. Roll Call of Members – All members are present.
- C. Approval of the Agenda – C. Provencio made motion to approve the agenda as published. Second by S. Aquino. Motion carried unanimously.
- D. Approval of Minutes – No minutes were offered for approval.
- E. Announcements – None

### II. Public Comment – None

### III. Current Business

A. Status of PEC Notice of Breach – D. Lere announced that the Notice of Breach is still in effect. He said that he and others from Alma will meet with personnel from the Special Education Bureau of the Public Education Department to have them review our corrective action plans for SPED to try to meet the requirements of the bureau before the next meeting of the Public Education Commission. We will attempt to have the Language and Culture Bureau attend the meeting to discuss our corrective action plan for ELL. The meeting is tentatively scheduled for Friday, July 26, at 11:00 am. Members of the delegation will be Dr. Sylvia Lonergan, new special education coordinator, G. Elliott and D. Lere.

B. Student Recruitment Plans – Dr. Lere emphasized the importance of recruiting additional students. He reminded the group that since the legislature is eliminating the small school allotment over the next five years, we will be receiving 20-percent fewer dollars in 2019-2020 if our enrollment remains the same as 2018-2019. The only way to compensate for the loss of revenue is to increase enrollment. G. Elliott proposed the formation of a "student recruitment task group" to meet very soon to outline and launch a strong effort to recruit new students. C. Williams suggested that the task group have representatives from the GC, faculty, students, parents and the community. G. Elliott appointed G. Crane and S. Aquino and himself as GC members. He said that faculty member Ramon Padilla had offered earlier to be part of the group. Community member Jo Galvan also volunteered. Two or three students will be asked to join also. G. Elliott suggested the group meet the following evening, July 16.

C. Collective Bargaining Agreement with Faculty – D. Lere reported that the bargaining process had gone very smoothly. The agreement was all done except for a few minor items that need discussing. He and G. Elliott will meet with the faculty delegation on Friday, July 19, to finalized the details. GC approval will be on the agenda for the August regular meeting. He noted the excellent leadership of Ramon Padilla which helped the process proceed so well.

D. Various Survey Plans – S. Aquino reported that he had reviewed several methods for conducting surveys of faculty, students, parents and other groups to gather data on a number of subjects related to Alma operations, etc. He discussed the options of using the same survey for all groups versus using a different instrument for each. Timing was another consideration. After some discussion, it was concluded that to be valuable, the surveys might be more effective if conducted later in the year. By consensus, that was agreed.

E. Strategic Planning Process – Chairman Elliott expressed his desire to finally develop a strategic plan for Alma and do it this year. He asked the council to think about composition of a planning committee and the methods to use in its development. He said that it is not going to be a simple, one meeting process, but a series of group discussions with resulting consensus on goals, objectives, programs, etc. D. Lere reminded everyone of the offer by Irene Oliver-Lewis to contribute the cost of a well-known planning consultant to aid in the effort. G. Elliott said that with diligent work we can develop the plan this fiscal year for initiation with the start of 2020-2021.

F. Website and Social Media Development – S. Aquino commented that the Alma d'arte website was in need of some real maintenance and makeover. Members agreed that with changes in personnel and operations, much needs to be done to bring the website and any social media posts up to date.

S. Aquino said he knew someone who could assist in the update and asked the GC for authorization to contact him for services and rates and report back to the council. There was enthusiastic support for his offer.

#### **IV. Past Business**

A. Monthly Administrative Report – Dr. Lere reported that preparations for the first day of classes was moving along smoothly. Faculty and staff were working to make the new year as beneficial as possible for students and he saw no reason for any result other than a successful launch of a new year. He said faculty have already been in the building and their classrooms even though it is well before official reporting day. Dr. Lear also said that new Special Education Coordinator, Dr. Julia Lonergan has already begun to review the needs of the special education program. He said that he plans to hire one more SPED teacher and possibly an educational assistant. Plans are set to hire a full time ELL teacher. Dr. Lere concluded by describing the need for a strong administrative assistant and said he had someone in mind with great qualifications and experience.

B. Monthly Financial Report – Treasurer and Finance Committee Chairman G. Crane asked if everyone had received the monthly financial report packet from K12 Accounting for the period ending May 30, 2019. Inasmuch as a new permanent business manager will not be on site until later in the month, G. Crane asked if there were questions or observations. None were expressed and C. Provencio moved and C. Williams seconded a motion to accept the report. Approval was unanimous. Two BAR's were submitted for approval having to do with adjustments for the closing of the fiscal year. S. Aquino moved to approve the BAR's. Motion was seconded by C. Williams. All voted in favor of the motion. Monthly financial statements for the period ending May 30, 2019 were reviewed. No questions were offered. C. Williams moved to accept the statements. Second by G. Crane. Motion carried without objections. Payroll and Accounts Payable schedules for the same period were also received. With no questions, G. Crane moved to approve both statements. Second by C. Williams. Approval was unanimous.

#### **V. Future Business**

A. Advisory Committee Formulation – Due to the hour, G. Crane moved that discussion of this item and the succeeding one be postponed to the most appropriate future meeting. C. Williams seconded the motion and all voted in favor.

B. Parent Congress – See A. above.

#### **VI. Next Meeting Agenda Items** – None listed.

**VII. Adjournment** – G. Crane moved to adjourn the meeting at 8:10 pm. Second by C. Provencio. Approval was unanimous.

Respectfully Submitted, Carolyn Williams, Secretary