

Village Charter Academy  
Board Minutes  
May 20, 2017  
9:00 a.m.-1:00 p.m.

**I. Call To Order 9:05**

**II. Roll Call**

	Present	Absent
Diane Pritchard	___X___	_____
Michael Heatherton	___X___	_____
Cheryl Sanders	___X___	_____
Susan Pritchard-Musone	___X___	_____
Elayne Berg-Wilion	___X___	_____
Jirusha Olsen	___X___	_____
Brandee Hemmer	___X___	_____

**III. Public Comment-**

“The members of the board may not discuss items that are not part of the agenda. Topics presented during Public Comments will be listened to by all board members and addressed as deemed appropriate, either through delegation to the Directors, placement on a future agenda or directed to a sub-committee of the board.”

**Annual Meeting Agenda:**

- A. Motion to re-elect Diane Pritchard and Elayne Berg-Wilion as Board members for a two year term ending in May 2019 by Sanders, 2<sup>nd</sup> by Prithard-Musone, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	Not Present	
Susan Pritchard-Musone	X	
Jirusha Olsen	Not Present	
Cheryl Sanders	X	

- B. Motion to elect Cheryl Sanders as President by Pritchard, 2<sup>nd</sup> Hemmer, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

- C. Motion to elect Michael Heatherton as Vice President by Sanders, 2<sup>nd</sup> Pritchard, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

- D. Motion to elect Diane Pritchard as Treasurer/Fiscal Officer by Sanders, 2<sup>nd</sup> Pritchard Musone, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

E. Motion to elect Susan Pritchard-Musone as Secretary by Sanders, 2<sup>nd</sup> Hemmer, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

F. Motion to set regular meetings as follows  
 August 26/September 19/October 21/December 9/January 20/February 24/April 21/May 19/June 16 by Sanders, 2<sup>nd</sup> by Pritchard, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

G. No representatives elected to committees.

H. No departing Board members.

I. Review Board’s Conflict of Interest (Code of Ethics) and no changes were made.

J. Review Board’s Bylaws and no changes were made.

**Regular Meeting Agenda**

**IV. Approval Of Minutes:** Motion to approve minutes from March 25, 2017 by Heatherton, 2<sup>nd</sup> Olsen, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

**V. Reports**

**Committee Reports-**

Fiscal Advisory- Reviewed and accepted April Financials, Committee set goals for next year

Academic Excellence- Reviewed Independent Study program, Committee set goals for next year

Community Partnership- Update board on approx. fundraising revenue (around 12.5k),Committee set goals for next year

**Directors Report**

- i. Operations
  - a. Enrollment for next year estimated at 280
  - b. Facilities- Clark/Sanders attending Canoga Park Neighborhood council
  - c. Calendar/School Activities- board was updated on event until the end of the year.
- ii. Academics
  - a. Professional Development- teachers reviewing all standards and developing pacing plans.
  - b. Teacher Evaluation Process- Directors are reviewing/revising the teacher evaluation process.
- iii. Intervention/ SPED
  - a. The board was update on SPED numbers, the RTI process and the progress on the Watch List.
  - b. Leadership- Service project for Memorial Day to benefit hospitalized and homeless veterans.

**VI. Policy Review, Agenda Items for Discussion and Possible Action**

- 1. Board Review and approval of Local Accountability Measures, Basic Services and Implementation of Academic Standards by Sanders, 2<sup>nd</sup> by Pritchard-Musone, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

2. Discussion and motion to approve of LCAP by Sanders, 2<sup>nd</sup> by Heatherton, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

3. Review and motion to approve School Nutrition Plus contract extension by Pritchard-Musone, 2<sup>nd</sup> by Heatherton, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

4. Review and motion approve CharterLife renewal with the addition of the option of for employees to pay the difference for PPO by Hemmer, 2<sup>nd</sup> by Sanders, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

5. Approval of CharterSafe renewal will be on the June Agenda.  
 6. Review and motion to approve revision to ETK policy by Sanders, 2<sup>nd</sup> by Pritchard, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

7. Board was updated on facilities by lease negotiation team, with the addition of cement as foundation

## VII. Budget Report

1. Motion to approve budget presentation, check register, and credit card expenditures. by Sanders, 2<sup>nd</sup> by Heatherton, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	

Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

2. Preliminary budget for the 17-18 SY was reviewed and will be approved at the June Meeting.

3. Motion to confirm Salary Scale placement for Director of Student Services on the LAUSD 16-17 pay scale on band 39G, E Basis, year 2 by Sanders, 2<sup>nd</sup> by Heatherton, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Michael Heatherton	X	
Brandee Hemmer	X	
Elayne Berg-Wilion	X	
Susan Pritchard-Musone	X	
Jirusha Olsen	X	
Cheryl Sanders	X	

Sanders moved to adjourn the meeting at 12:22, passed unanimously.

### **VIII. Meeting adjournment**