

**Village Charter Academy**

**Board Minutes**

**January 23, 2021@ 9 a.m.**

**Village Charter Academy, zoom**

**7357 Jordan Ave. Canoga Park, CA, 91303**

**Village Charter Academy Vision Statement**

Students at Village Charter Academy, supported by the Charter's Learning Community, will use their unique attributes to achieve a broad base of knowledge integrated with the arts and technology. In order to achieve success on a global scale and be well prepared as 21st century learners, Village Charter Academy will create a diverse community of engaged citizens who treat others with respect, value friendships, and demonstrate a work ethic that exemplifies perseverance and responsibility.

**Persons with Disabilities** – Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by section 202 of the American Disabilities Act of 1090. Any individual needing special accommodations should directly contact the school office at least 72 hours before the meeting.

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors ("Board") and employees of the Best Charter School shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

<https://us02web.zoom.us/j/81044422101?pwd=OGhwYjVQZnBzY3ovM0RMU3R1YVFPZz09>

Individuals wishing to provide public comment at this Board meeting must send their comments in writing to [villagecharteracademy@gmail.com](mailto:villagecharteracademy@gmail.com) prior to the meeting or prior to the discussion of the Agenda item during the meeting – comments received after that point in the meeting will not become part of the record. In your email, please include whether you are commenting on non-agenda items or a specific agenda item (reference the agenda item number). Comments submitted by email will be read aloud during the Board meeting for up to three (3) minutes. If comments are in Spanish or another language, they will be translated to English and such comments will be limited to six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

**Access to Board Materials:** A copy of the written materials submitted to the School Board may be reviewed by any interested persons via an open drop box:

<https://edtecinc.box.com/s/eqcxtc7jbamy5c8l80bp1z7a11h28ozd>

## Minutes

### I. Call To Order

### II. Roll Call

	Present	Absent
Diane Pritchard	___x___	_____
Michael Heatherton	_____	___x___
Cheryl Sanders	___x___	_____
Susan Pritchard-Musone	___x___	_____
Elayne Berg-Wilion	___x___	_____
Jirusha Lopez	_____	___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.”

**IV. Approval Of Minutes:** Motion to approve minutes from December 5, 2020 by Musone-Pritchard, second by Sanders, passed unanimously.

	<b>Yes</b>	<b>No</b>
Diane Pritchard	<b>x</b>	
Susan Pritchard-Musone	<b>x</b>	
Elayne Berg-Wilion	<b>x</b>	
Cheryl Sanders	<b>x</b>	

### V. Directors Report/Committee Meetings:

1. Directors Report

Operations: Ms. Clark

Facilities:

- ❖ Dennis will resurface the playground. Cost will be between \$1,000-\$1,500 for materials and \$30 per hour for him to complete the work.
- ❖ Dennis, Diane and Clark are going to meet to go over ADA checklist.
- ❖ School Custodians have been working to put up social distancing stickers to prepare for cohorts to come to campus. We have had teachers that have expressed interest in providing support for some of their highest need students. We anticipate this beginning in February if the county recommends

Technology/Food Service:

VCA has been serving approximately 400 meals a week. Technology is moving smoothly. We have continued to hand out hot spots weekly and provide tech support as needed.

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Instruction: Ms. Kletter:

Data and Academic Updates:

Progress Reports for the second trimester were distributed Friday, January 22. Teachers are contacting parents whose students are not satisfactory in Reading and/or Math.

Mid-Year STAR Reading and Math benchmark test administration is January 19-29.

Student Services: Mrs. Shmaeff

Special Education/Intervention Updates:

Programs and services are continuing with many students meeting IEP goals and expectations. Two students have been exited, one no longer eligible and one moved out of state. We presently have 45 students with IEP's and 2 students are presently being evaluated, with 5 new going to assessment based on SST results.

Based on results, 5 students will be evaluated for special education, six will be monitored on watch list.

**SEP (Special Education Plan):** Beginning to implement plan to teachers and students. SEP plan that was sent to CDE is attached for your review.

Parent Support/Engagement

We are continuing to support our parents with student needs, technology and behavior.

Leadership:

41 students attending. T-Shirts and masks are completed.

30 Leadership students signed up for PEN-PAL School and 11 are in are exploring the program.

2. Academic Excellence- The committee discussed ideas for use of programs and funds to address loss of learning in the 2021-2022 school year.

3. Fiscal Advisory- reviewed monthly fiscal report, initial budget planning for 2-21-2022 school year

4. Community Partnership- fundraising opportunities, Valentine’s Day activities

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

1. Motion to approve SARC by Sanders, second by Berg-Wilion, passed unanimously.

	Yes	No
Diane Pritchard	x	
Susan Pritchard-Musone	x	
Elayne Berg-Wilion	x	
Cheryl Sanders	x	

2. Discussion and update on Covid 19 testing and school reopening- Clark working with Ms. Berg-Wilion on Co-Verify contract. New state guidelines for bringing students back on campus. LA County is aligning their guidance to match the state.

**VII. Budget Report and Budget Related Items for discussion and Possible Action**

1. Budget Presentation by Ed Tec.

a. Motion to approve budget presentation, check register, credit card expenditures and bank reconciliation by Sanders, second by Musone-Berg , passed unanimously.

	Yes	No

Diane Pritchard	x	
Susan Pritchard-Musone	x	
Elayne Berg-Wilion	x	
Cheryl Sanders	x	

b. Motion to approve 19-20 Audit by Berg-Wilion, second by Sanders, passed unanimously.

	Yes	No
Diane Pritchard	x	
Susan Pritchard-Musone	x	
Elayne Berg-Wilion	x	
Cheryl Sanders	x	

**Motion for Meeting adjournment at 11:02 am by Sanders, second by Pritchard-Musone , passed unanimously.**

	Yes	No
Diane Pritchard	x	
Susan Pritchard-Musone	x	
Elayne Berg-Wilion	x	
Cheryl Sanders	x	