

**Village Charter Academy
Board Minutes
March 20, 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 Village Charter Academy 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/84853816886>

Individuals wishing to provide public comment at this Board meeting must send their comments in writing to 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/np81dv0pxhzjzew8cq3mjnmaimyr1wej>

AGENDA

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 February 20, 2021 by Sanders , second by Heatherton . Passed unanimously.

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

V. Directors Report/Committee Meetings:

1. Directors Report

Operations:

Facilities-We are installing Air Scrubbers for each HVAC unit. The cost to the school is about 22k. These should provide protections beyond Covid for environmental allergens and smoke. We have installed a battery back up for the gates. This will enable us to open the gates during a power outage instead of manually opening them. The cost to the school is approx. 3k. We have met all the requirements from the state and county for reopening. The custodians worked with Dennis to prep the classroom doors so he could repaint them.

Technology/Food Service We continue to serve approximately 400 meals a week. We are beginning to plan food service for when students return to campus. We continue to hand out Hotspots to families that need connectivity.

Instruction:

Professional Development -Kletter, Clark, Shmaeff, and A. Martinez attended the virtual California Charter Schools Association Conference March 15-19.

Data and Academic Updates- STAR Reading and Math Growth Report (imbedded in Directors' Report); VCA received WASC Accreditation for 6 years.

Stakeholder Communication and Engagement: Second Report Card Conferences March 15-19. Teachers are surveying families during parent teacher conferences to see which students will return to campus for in person instruction in April.

Student Services:

Special Education/Intervention Updates- We presently have 44 students with active IEP's. We are in the process of completing 5 Initials and IEP's will be held next month. We have completed ELPAC testing for our students with disabilities. Students are coming to school weekly for a variety of assessments. We are working on our transition information for fifteen 5th graders and assisting parents when needed. We will hold transition meetings in April and May. The Math group for 5th graders has begun and the teacher is reporting good attendance and engagement. There are 7 students out of fifteen 5th graders that are attending based on their math needs.

We received a notice that some dates needed to be corrected, that was taken care of and sent out on 3/18/21.

Leadership Many students are continuing their activities with Pen-Pal school and are really enjoying it. They are making friends and interacting with students around the world.

2. Fiscal Advisory - approved the budget report for March, worked on the 2021-2022 budget draft, including spending plan for ESSR funding.

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

1. Discussion and update on Covid 19 testing and school reopening
2. Review and discussion of 20-21 District Oversight Report
3. Motion to approve revised Salary schedule by Sanders , second by Berg-Wilion . Passed unanimously.

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

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 Pritchard-Musone . Passed unanimously.

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

2. Motion to approve 2nd Interim Report by Heatherton, second by Sanders. Passed unanimously.

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

3. The board reviewed CAM Proposal. Motion to authorize Diane Pritchard to execute the CAM Proposal for funding of up to \$200,000 based on cash flow needs through the end of July 2021 by Heatherton , second by Berg-Wilion . Passed unanimously.

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

Motion to adjourn Meeting at 11:32 am by Sanders , second by Heatherton . Passed unanimously.

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