

**Village Charter Academy
Board Minutes
June 19, 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/86488497778>

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/obz1qb0rx1tjj46o5leoyw83aq92nyiq>

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 May 22, 2021 by Pritchard-Musone , second by Berg-Wilion . Passed unanimously.

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

V. Directors Report

Operations- Ms. Clark

Facilities-Parking lot slurry in July, striping area behind Room 7 for play area, adding phone and document camera to Room 16, carpet cleaning classrooms in July.

Tech and Food Service: 850 meals/week since on campus, collecting and inventorying devices, Preparing order to replace lost and damaged equipment.

Academics-Ms. Kletter- professional development day May 28 topics were English Language Development and Instructional Strategies for Support.

Special Education-Mrs. Shmaeff

Transition IEP’s for 14 5th graders going to middle school, 40 IEP’s for next school year.

Onboarding new coordinators for intervention.

SEP Plan implemented, will continue next year.

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

1. Motion to approve renewal agreement for School Nutrition Plus by Berg-Wilion , second by Pritchard-Musone. Passed unanimously.

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

2. Presentation of School Data- Kletter

3. Motion to approve CharterSafe renewal contract by Berg-Wilion, second by Pritchard. Passed unanimously.

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

4. Motion to approve renewal of administrative contracts for Clark, Kletter and Shmaeff by Heatherton, second by Pritchard-Musone . Passed unanimously.

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

5. Motion to approve updated Annual Meeting Policy by Berg-Wilion, second by Pritchard-Musone. Passed unanimously.

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

6. Motion to approve required LCAP elements:

- a. 2021-2024 LCAP.
- b. 21-22 Budget Overview for Parents
- c. 19-20 LCAP Annual Update
- d. Local Performance Indicators :
 - i. State Priority #1
 - ii. State Priority #2
 - iii. State Priority #3
 - iv. State Priority #6
 - v. State Priority #7

by Heatherton, second by Pritchard-Musone. Passed unanimously.

	Yes	No
Diane Pritchard	x	
Susan Pritchard-Musone	x	
Elayne Berg-Wilion	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 Heatherton , second by Berg-Wilion. Passed unanimously.

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

2. Motion to approve budget for 21-22 SY by Pritchard , second by Pritchard-Musone. Passed unanimously.

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

3. Motion to approve Staff Performance Bonus in the amount of \$1,000 for salaried employees and \$250 for hourly employees by Heatherton, second by Berg-Wilion . Passed unanimously.

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

4. Motion to approve 21-22 EPA Spending Plan by Heatherton , second by Berg-Wilion. Passed unanimously.

	Yes	No

Diane Pritchard	x	
Susan Pritchard-Musone	x	
Elayne Berg-Wilion	x	
Michael Heatherton	x	

Motion to adjourn meeting at 11:28am by Berg-Wilion , second by Heatherton. Passed unanimously.

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