

**Village Charter Academy
Board Minutes
March 19, 2022@ 9:10 a.m.
Village Charter Academy, zoom
7357 Jordan Ave. Canoga Park, CA, 91303**

needing special accommodations should directly contact the school office at least 72 hours before the meeting.

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- No Public Comment.

IV. Approval Of Minutes: Motion to approve minutes from February 26, 2022, special and regular meeting by Pritchard-Musone , second by Heatherton. Passed unanimously.

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

V Agenda Items for Discussion and Possible Action

1. Motion to adopt the provisions of AB 361 allowing for the exemption of Brown Act teleconferencing rules based on the state of emergency continuing to directly impact the ability of board members to meet safely in person and/or the continued county recommendation for social distancing measures by Berg-Wilion, second by Heatherton. Passed unanimously.

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

VI. Budget Report and Budget Related Items for discussion and Possible Action

1. Budget Presentation by Ed Tec.

a. Motion to accept 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	
Michael Heatherton	x	
Elayne Berg-Wilion	x	

b. Motion to approve 2nd Interim Report by Pritchard-Musone, second by Berg-Wilion. Passed unanimously.

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

c. Motion to approve Eide Bailly audit engagement letter by Berg-Wilion , second by Heatherton. Passed unanimously.

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

Annual Meeting Agenda:

A. Motion to renew the terms of Sanders, Heatherton, Lopez, and Pritchard-Musone by Berg-Wilion, second by Pritchard. Passed unanimously.

	Yes	No
Diane Pritchard	x	
Susan Pritchard-Musone	x	
Michael Heatherton	x	

Elayne Berg-Wilion	x	
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B. Motion to elect Cheryl Sanders as President by Heatherton, second by Berg-Wilion. Passed unanimously.

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

C. Motion to elect Michael Heatherton as Vice President by Berg-Wilion, second by Pritchard-Musone. Passed unanimously.

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

D. Motion to elect Diane Pritchard as Treasurer/Fiscal Officer by Berg-Wilion, second by Pritchard-Musone. Passed unanimously.

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

E. Motion to elect Pritchard-Musone as Secretary by Berg-Wilion, second by Heatherton. Passed unanimously.

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

F. Motion to Set regular meetings August 27, 2022; September 24, 2022; October 22, 2022; December 3, 2022; January 21, 2023; February 25, 2023; March 18, 2023; May 20, 2023; June 24, 2023 by Pritchard-Musone, second by Berg-Wilion. Passed unanimously.

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

G. Recognize departing Board members if applicable- No departing Board Members. .

H. Motion to Readopt in resolution form School policy regarding the Board's Conflict of Interest and Code of Ethics by Heatherton, second by Berg-Wilion. Passed unanimously.

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

J. Motion to Readopt in resolution form the Board's Bylaws by Pritchard-Musone, second by Berg-Wilion. Passed unanimously.

	Yes	No
Diane Pritchard	x	

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

Admin Evaluation-

1. Motion to approve the new Administrator Evaluation Process by Berg-Wilion, second by Pritchard-Musone. Passed unanimously.

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

Motion to adjourn meeting at 9:55am by Heatherton , second by Berg-Wilion. Passed unanimously.

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