

**Village Charter Academy
Board Minutes
December 9, 2023@ 9:00 a.m.
Village Charter Academy, Room 19
7357 Jordan Ave. Canoga Park, CA, 91303**

I. Call To Order

II. Roll Call

	Present	Absent	
Michael Heatherton	_____	___x___	
Elayne Berg-Wilion	___x___	_____	(attended virtually, did not vote)
Jirusha Lopez	___x___	_____	
Brian Matthews	___x___	_____	
Maritza Garcia	___x___	_____	

III. Public Comment- No public comment.

IV. Approval Of Minutes: Motion to approve minutes from October 28, 2023 by Lopez , second by Matthews. Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

V. Reports

1. Director's Report

Operations- Current enrollment: 307 (capacity 320).

Attendance/Chronic Absentee Update:

18 or more absences- 3 students

10-17 absences- 37 students

% of students with 10 or more absences- 13%

A student is considered chronically absent if they have 18 or more absences. We are currently processing our last remaining position, a 3 hour after school aide. All new hires completed their mandated training in the required timeline.

Thermostats- we are looking into putting new thermostats in all the classrooms that allow me to set on/off we are waiting for a quote but anticipate it being around \$7,000.

Water bottle filling station- Leadership has fundraised for this and we are looking into having it installed in the bungalow area.

Devices- We are planning on upgrading our oldest Ipads and will bring a proposal to the next board meeting. The old ipads will be put in sets to be used for after school and summer school.

Academics-

Professional Development:

- Report Cards/Conferences
- LAUSD Oversight Visit

School Wide Data/Sub-Group Reports:

- California School Dashboard 2023 to be released mid-December

Upcoming School Wide Assessments:

- ❖ Renaissance STAR Reading and Math Mid-Year Benchmarks (January)
- ❖ DIBELS Benchmarking (January/February)
- ❖ ELPAC (English Learners) Summative Assessment (Feb.-May)
- ❖

Special Ed and Intervention-

SPED/RTI: Special Education (BOY): We have 56 active students with IEP's (18%), and nine initials pending at this time. Initials should be completed by End of February 2024.

Student Leadership: We completed our fundraiser for Operation Blankets of Love and delivered a ton of blankets and needed items for dogs and cats in shelters. The owner of OBOL came out and did a presentation for the students as well as provided each student with a bi-lingual coloring book that is all about taking care of animals.

We received a very nice letter from both of the Food Banks that we supported in October, thanking us for our generous donation of over 100 pounds of food and perishable items for those in need. That was shared with students and families at our recognition assembly this month.

Intervention: On going progress monitoring for those students receiving support.

SAGE Mental Health Services: School based therapy

Ms. Bernstein is continuing to see students identified as needing support, work with student groups on social skills and monitor the progress for the students that she supports.

2. Committee Reports

a. Academic Excellence- Review and Monitor of BOY STAR Benchmark data

b. Fiscal Advisory- Review Monthly Financial Reports and Annual Audit

c. Community Partnership- Update on fundraising, 100lbs to food pantry, \$600 in sales for Halloween Sale, plans for upcoming Holiday events

d. Parent Advisory Committee- Coffee with the Director Feedback on LCAP Goal 1 (benchmark tests), Parent Involvement

e. ELAC- Ratified Membership, Officer Elections, Importance of Attendance, Review of EL Programs and Initial ELPAC

VI. Agenda Items for Discussion and Possible Action

1. Motion to approve LAUSD Compliance Certification by Lopez ,second by Garcia Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

2. Motion to approve Revised 23-24 school calendar to reflect emergency closure by Matthews , second by Lopez . Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

3. Motion to approve revised Art, Music and instructional Block Grant by Lopez , second by Garcia . Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

4. Motion to approve Prop 28 Spending Plan by Lopez , second by Matthews . Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

5. Motion to approve SARC (School Accountability Report Card) by Matthews, second by Lopez . Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

6. Follow up on discussion of Board Recruitment/ Membership

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 Matthews, second by Garcia. Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

2. Motion to approve 1st Interim Report by Lopez , second by Garcia . Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	

Brian Matthews	X	
Maritza Garcia	X	

3. Motion to approve 22-23 SY Audit by Matthews, second by Lopez . Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

4. Motion to approve CharterLife Renewal by Lopez , second by Matthews . Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	

Motion to adjourn meeting at 10:13am by Lopez , second by Garcia . Passed unanimously.

Board Member	Yes	No
Jirusha Lopez	X	
Brian Matthews	X	
Maritza Garcia	X	