

**Village Charter Academy
Board Minutes
February 24, 2024@ 9:00 a.m.
Village Charter Academy, Room 19
7357 Jordan Ave. Canoga Park, CA, 91303**

AGENDA

I. Call To Order

II. Roll Call

	Present	Absent
Michael Heatherton	_____x_____	_____
Elayne Berg-Wilion	_____	_____x_____ (attending via zoom, non voting)
Jirusha Lopez	_____	_____x_____
Brian Matthews	_____x_____	_____
Maritza Garcia	_____x_____	_____

III. Public Comment- No Public Comments

IV. Motion to approve minutes from January 20, 2024 by Garcia, seconded by Matthews. Passed unanimously.

Board Member	Yes	No
Michael Heatherton	X	
Brian Matthews	X	
Maritza Garcia	X	

V. Reports

1. Director's Report

Operations: Board was updated on enrollment and current chronic absenteeism rates, and tentative enrollment for the 24-25 sy. **Facility** update included the church replacing some roofs and the plan for completing the 5 remaining “intersession days”.

Academic updated included the PD completed on the pupil free days (social emotional and English Learners) and upcoming assessments

SPED/RTI- the board was updated on current SPED numbers

Student Leadership- participated in a fundraiser and field trip for Guide Dogs of America

SAGE- board was updated on Sage progress and plans to bring more SEL into the classroom.

2. Committee Reports

a. Academic Excellence- Reviewed STAR Math and Reading Benchmark Data

b. Fiscal Advisory- committee reviewed January Financials.

c. Community Partnership- Fundraising updates-Valentines Sale- \$187, Fundraiser for Guide Dogs of America- \$600; Upcoming events- Literacy Week March 4-8, Spirit Week St. Patrick’s

VI. Agenda Items for Discussion and Possible Action

1. Ms. Kletter provided a presentation of school wide Benchmarks to the board.

2. Motion to approve Summer School Contract for Boys and Girls Club by Heatherton, second by Matthews, passed unanimously.

Board Member	Yes	No
Michael Heatherton	X	
Brian Matthews	X	

Maritza Garcia	X	
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3. 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 Heatherton, passed unanimously.

Board Member	Yes	No
Michael Heatherton	X	
Brian Matthews	X	
Maritza Garcia	X	

2. Motion to approve 2nd Interim Report by Heatherton, second by Matthews, passed unanimously.

Board Member	Yes	No
Michael Heatherton	X	
Brian Matthews	X	
Maritza Garcia	X	

3. Motion to approve Tax Form 990 by Heatherton, second by Matthews, passed unanimously.

Board Member	Yes	No
Michael Heatherton	X	
Brian Matthews	X	
Maritza Garcia	X	

4. Motion to approve Apple quote in the amount of 28,590.25 USD by Heatherton, second by Matthews, passed unanimously.

Board Member	Yes	No
Michael Heatherton	X	
Brian Matthews	X	
Maritza Garcia	X	

5. Annual Review of Salary Scales- discussion and possible changes based on board discussion.

- a. Admin
- b. Certificated

c. Classified

VIII. Motion to Adjourn at 11:17am by Garcia, second by Heatherton. Passed Unanimously.

Board Member	Yes	No
Michael Heatherton	X	
Brian Matthews	X	
Maritza Garcia	X	