

**Village Charter Academy
Board Minutes
November 2, 2019@ 9:00 a.m.
Village Charter Academy, Room 12
7357 Jordan Ave. Canoga Park, CA, 91303
Village Charter Academy Vision Statement**

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	_____
Brandee Hemmer	_____	X

III. Public Comment- No public comments

IV. Approval Of Minutes: Motion to approve minutes from September 21, 2019 by Pritchard-Musone, 2nd by Lopez, passed unanimously.

	Yes	NO
Diane Pritchard	X	_____
Susan Pritchard-Musone	X	_____
Michael Heatherton	X	_____
Jirusha Lopez	X	_____
Elayne Berg- Wilion	Not Present	_____

V. Reports/Updates-

1. Academic Excellence- Discussion of WASC Self Study
2. Community Partnership- Board Updated on Fundraisers (past and future)
3. Fiscal Advisory- Recommended approval of Board Report
4. Directors Reports
 - i. Operations
 - a. Enrollment- enrollment is 272, ADA 96.8
 - b. Facilities- Lockbloks being installed
 - c. Calendar/School Activities- board updated on upcoming calendar of events
 - ii Academics
 - a. Professional Development- staff participating in PLN,
 - b. School-Wide Reports/Sub-Group Academic Report- Kinder Participating in field testing for ELPAC
 - iii Intervention
 - a. SPED/RTI- 43 active IEPs, assessing approx 10-12, Watch List and SST meetings held, we are in process of applying for LACOE SELPA
 - b. Leadership- 48 leadership members

VI. LAUSD Updates and Compliance

1. Board informed that 19-20 Oversight visit January 15th and was updated on progress towards
2. Review and possible board approval of Compliance Monitoring and Certification of Board Compliance by Pritchard Musone, 2nd by Berg-Wilion , passed unanimously.

	Yes	NO
Diane Pritchard	X	_____
Susan Pritchard-Musone	X	_____
Michael Heatherton	X	_____
Jirusha Lopez	X	_____
Elayne Berg-Wilion	X	_____

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

1. Board discussed "Informal Complaint Procedures" and changed language to "Internal Complaint Procedure" and will review and approve again at the next meeting.
2. Motion to approve written statement signed by the Board President affirming that we are providing each "needy pupil" with one nutritionally adequate free or reduced-price meal during the school day by Berg-Wilion, 2nd by Lopez, passed unanimously.

	Yes	NO
Diane Pritchard	X	_____
Susan Pritchard-Musone	X	_____
Michael Heatherton	X	_____
Jirusha Lopez	X	_____
Elayne Berg-Wilion	X	_____

3. Motion to approve written statement signed by the Board President affirming that Village Charter Academy has no legal issue to disclose by Pritchard, 2nd by Pritchard Musone, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Susan Pritchard-Musone	X	
Michael Heatherton	X	
Jirusha Lopez	X	
Elayne Berg-Wilion	X	

4. Motion to approve revised 19-20 SY Calendar by Berg-Wilion, 2nd by Lopez, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Susan Pritchard-Musone	X	
Michael Heatherton	X	
Jirusha Lopez	X	
Elayne Berg-Wilion	X	

5. Motion to approve Local Indicator 6 by Lopez, 2nd by Pritchard, passed unanimously

	Yes	NO
Diane Pritchard	X	
Susan Pritchard-Musone	X	
Michael Heatherton	X	
Jirusha Lopez	X	
Elayne Berg-Wilion	X	

6. Motion to approve paying hourly employees their regular pay for missed work when school is closed for "Emergency Closure" unless a special circumstance warrants Administration bringing it to the board by Heatherton ,2nd by Pritchard Musone, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Susan Pritchard-Musone	X	
Michael Heatherton	X	
Jirusha Lopez	X	
Elayne Berg-Wilion	X	

VIII. Budget Report

1. Budget Presentation by Ed Tec.

a. Motion to approve budget presentation, check register, credit card expenditures and bank reconciliation by Lopez, 2nd by Berg-Wilion, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Susan Pritchard-Musone	X	
Michael Heatherton	X	
Jirusha Lopez	X	
Elayne Berg-Wilion	X	

IX. Closed Session

No action taken in closed session

X. Report out from closed session

1. Committee recommended approval of signing final lease with Canoga Park Lutheran Church. Motion to approve facilities lease with Canoga Park Lutheran Church by Heatherton, 2nd by Pritchard Musone, passed unanimously.

	Yes	NO
Diane Pritchard	X	
Susan Pritchard-Musone	X	
Michael Heatherton	X	
Jirusha Lopez	X	
Elayne Berg-Wilion	X	

Motion to adjourn meeting by Heatherton, 2nd by Berg-Wilion, passed unanimously.

