

Village Charter Academy

Board Agenda

November 21, 2015

9:00 a.m.-12:00 p.m.

Village Charter Academy, Room 12

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.

I. Call To Order

II. Roll Call

| | Present | Absent |
|------------------------|---------|--------|
| Diane Pritchard | _____ | _____ |
| Michael Heatherton | _____ | _____ |
| Cheryl Sanders | _____ | _____ |
| Susan Pritchard-Musone | _____ | _____ |
| Elayne Berg-Wilion | _____ | _____ |
| Jirusha Olsen | _____ | _____ |
| Brandee Hemmer | _____ | _____ |

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: Review and possible approval of minutes from September 19, 2015.

V. Report

Director Report

- i. Enrollment/Demographics
- ii. Calendar of Events
- iii. School Activities and Fundraisers
- iv. School Programs
- v. Academic Assessments and Reports
- vi. Facilities

Committee Reports

- i. Fiscal Advisory
- ii. Academic Excellence
- iii. Community Partnership

VI. Board Training

Brown Act Training Tip: Meetings and Types of Meetings According to the Brown Act

Meeting defined: A meeting (whether regular or special) is defined very broadly as any congregation of a majority of board members at the same time and place to hear, discuss or deliberate upon any item that is within the subject matter jurisdiction of the board.

Types of Meetings:

Regular Meeting- The organization's bylaws or a board resolution usually set the schedule for regular meetings of the board. This policy is drafted in a manner that assumes that the regular meetings are scheduled every year by board resolution and are usually set monthly or quarterly. Regular meetings require 72 hours notice.

Special Meeting- Special meetings are those meetings other than regular meetings and may be called at any time by the presiding officer of the board or by a majority of the board members. Special meetings require 24 hours notice.

Emergency Meeting- Emergency meetings are permissible only when an emergency situation arises involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities. An emergency situation is defined as a work stoppage, crippling activity or other activity that severely impairs public health and/or safety as determined by a majority of the board. It is also defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring a board to provide one-hour notice before holding an emergency meeting may endanger public health and/or safety as determined by a majority of the board. Emergency meetings require 1 hour notice and sometimes less.

Serial Communication: “What is Serial Communication?”

1. The Brown Act prohibits **serial communications** that lead to a concurrence among the majority of the members of the legislative body. Any type of communication is prohibited if that communication allows the majority of the members of the body to engage in a communication that should instead occur at a public meeting. The term "**serial communication**" is often used because it describes a communication that, for practical purposes, results in a meeting of the members although the members are not present at a publicly posted and conducted Brown Act meeting. The serial communication may involve a series of communications, each communication involving less than a quorum of the board, but when taken as a whole, involve a majority of the board.

VII. Village Charter Academy Compliance Monitoring-

1. English Learner Master Plan- Master Plan Certification
2. VCA Behavior Management Plan

VIII. Policy Review, New Agenda Items for Discussion and Possible Action

1. Review and possible approval of Educator Effectiveness Fund Spending Plan
2. Facilities Update
3. Update on Retirement/CalPers

IX. Budget Report

1. Budget Presentation by Kristin Dietz/Kelsey Wrobel, Ed Tec.
 - a. Discussion and possible revision to budget.
 - b. Approval of budget presentation