

**Village Charter Academy  
Board Minutes  
April 20, 2024@ 9:00 a.m.**

**Minutes**

**I. Call To Order**

**II. Roll Call**

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

**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:** Motion to approve minutes from February 24, 2024 by Lopez, seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

**V. Reports**

1. Director's Report

Ms. Clark updated on enrollment, facilities, and upcoming events. Ms. Kletter updated on WASC accreditation, professional development, and assessment data. Mrs. Shmaeff updated on special education, intervention, parent involvement, and student leadership.

2. Committee Reports

a. Academic Excellence- identifying effective schoolwide programs and strategies that lead to student achievement.

b. Fiscal Advisory- reviewed monthly expenditure report.

c. Community Partnership- update on fundraising and schoolwide events

**VI. Agenda Items for Discussion and Possible Action**

1. Review and discussion of school lunch bids for the 24-25 SY. Motion to approve school lunch vendor by Lopez , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

2. Motion to approve lease amendment by Lopez , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

3. Follow up on discussion of Board Recruitment/ Membership
4. Global modular lease postponed to May to allow for further discussion on terms.

**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 Berg-Wilion , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

2. Motion to approve teacher salary scale that reflected 6%/5% increase, to be reviewed as deemed appropriate by Berg-Wilion , seconded by Lopez . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

3. Motion to select On Point (Quote6069) as vendor to provide devices and support by Lopez , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

**VIII. Annual Meeting Agenda:**

1. Motion to renew terms for Heatherton and Lopez for a term of May 2024- May 2026 by Berg-Wilion , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

2. Motion to elect Elayne Berg- Wilion as President, Michael Heatherton as Vice President, Jirusha Lopez as Treasurer/Fiscal Officer and Brian Matthews as Secretary by Lopez , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

3. The board set the following meeting times/dates/places:

Place: VCA Room 19, Time: 9:00 Dates: 8/24, 10/26, 12/7, 1/25, 2/22, 3/22, 5/24, 6/21 by Lopez , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

4. Motion to readopt Board’s Conflict of Interest and Code of Ethics by Berg-Wilion , seconded by Lopez. Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

5. Motion to readopt Board’s Bylaws by Berg-Wilion , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	

**Motion to adjourn meeting at 11:33** by Lopez , seconded by Garcia . Passed unanimously.

	Yes	No
Berg-Wilion, Elayne	X	
Lopez, Jirusha	X	
Garcia, Maritza	X	