

**MINUTES  
REGULAR MEETING**

**BOARD OF DIRECTORS  
EDISON-BETHUNE CHARTER ACADEMY**

**1616 S Fruit Ave, Fresno, CA 93706**

**Oct. 26, 2017**

**5:30pm**

**INSTRUCTIONS FOR PRESENTATIONS TO  
THE BOARD BY PARENTS AND CITIZENS**

The Edison-Bethune Charter Academy (“EBCA”) welcomes your participation at the EBCA Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the EBCA in public. Your participation assures us of continuing community interest in our EBCA. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.” “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a “Request to Speak” form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your “Request to Speak” form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 1616 S Fruit Ave, Fresno, CA 93706.

*In compliance with the Americans with Disabilities Act (ADA) and upon request, the Edison-Bethune Charter Academy may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order participate in Board meetings are invited to contact the Executive Director’s office in person or by calling (559) 457-2530. Please contact EBCA at least forty-eight (48) hours prior to a regular meeting or as early as possible prior to a special meeting to allow EBCA sufficient time to arrange for the provision of such auxiliary aids and services.*

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by the Board Chair at 6:11pm.

**B. ROLL CALL**

	Present	Absent
Frances Davis	<u>  X  </u>	<u>      </u>
Gretchen Saldana	<u>      </u>	<u>  X  </u>
Jamie Gearon	<u>      </u>	<u>  X  </u>
Tony Smith	<u>  X  </u>	<u>      </u>
Jere Runciman	<u>      </u>	<u>  X  </u>
Larry Arce	<u>  X  </u>	<u>      </u>
Brenda Paxton	<u>  X  </u>	<u>      </u>

**C. FLAG SALUTE**

**D. ADOPTION OF AGENDA**

Frances asks for a motion to adopt the Adoption of Agenda...Larry makes the motion to adopt the Adoption of Agenda....Brenda seconds the motion...request for discussion-none needed  
Vote FD-Yes GS-Absent JG-Absent TS-Yes JR-Absent LA-Yes BP-Yes  
Motion Carried

**II. COMMUNICATIONS**

A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken due to California’s public meeting laws. However, the Board may give direction to staff following a presentation.

The Board may not have complete information available to answer questions and may refer specific concerns to the Executive Director for attention. The Board requests that any person wishing to make complaints against EBCA or EBCA employees file the appropriate complaint form prior to this meeting. We appreciate your input and EBCA will respond to your complaint in accordance with our complaint policies and procedures.

B. For Information:

This is a presentation of information which has occurred since the previous Board meeting. No action will be taken as the report is purely for informational purposes.

Report from Executive Director/Principal – Mr. Garcia

The Executive Director will update the Board on current events on campus, including but not limited to the events and important information around campus.

Mr. Garcia shared:

- A handout was passed out with input from teachers on Campus Safety. Handout includes staff input and Admin gave responses in red. We will share with them in the future staff meeting.
- One main question that came up was having a key to the library door. All staff has access to open the back door that gives access to main building. If all staff is given that key and one were to lose it, it would be costly to change locks.
- The following is a copy of handout:

**WED U meeting 10/4**

**Safety areas we can improve on at EBCA for students and staff**

**Responses**

- I need to have a plan for outside/field if there is a shooter or emergency out there  
**We will review inside/outside earthquake procedures and refresh what to do from our Active Shooter Training**
- Nada
- Teachers should be able to open doors into main building. If there was active shooter, we would not be able to find cover possibly
- Keys to enter main building
- We need a key to all entries to buildings

**Teachers have a classroom key, staff key, and a gate key. With those keys they can access their room, back door to admin building, cafeteria staff room. We cannot issue a master key to each staff member.**

- Have a key to open every door-radio during duty (morning, recess, after school)-Provide curtains for classroom

**Four Radios are now available in the staff room for teacher use during duty (morning, recess, after school). We can look into curtain cost. They must be fire retardant. I believe curtains may be cost prohibitive. Most teachers currently use fire retardant paper to cover windows which is more cost effective.**

- The soccer games a recess are very rough  
**When NTA reports we take soccer ball away for a limited time.**
- Concerned about children left in bathroom during lockdown
- Ideas-when lockdown is called teacher will send an email to Jovita of kids who left the room-colored number can be used to place in window so police may know if all kids are in class, RED= not all kids accounted for, Green=all kids accounted for  
**This actually happened at our last lockdown. No easy answer if it happens during the real deal. We will implement some of the ideas recommended such as email to notify student in bathroom.**
- I got nothing
- More lights around the school  
**During last modernization we got new parking lot lights. We could do a better job of reporting lights that are out.**
- Step by step student down? Allergies, injured  
**Teachers and office staff will be renewing our CPR, AED, and basic first aid card at November 6 staff PD day.**

- For safety intruders is it possible to have a place A and B for Fire Drills? Walkie talkie for staff-2<sup>nd</sup> Grade  
**Plan A is at the number at the fence or in front of school for a few classes Plan B is Nielson Park through Back Gates**
- Kinder-Not that anything can probably be done but the walls around kinder playground are very low. We have seen parents jump it, as well as students going to the bus  
**Remind students and parents when they are seen jumping fence. Correct, nothing can be done for low wall at this time.**
- Zero tolerance for violence  
**EBCA does not tolerate violence. When necessary Police is contacted**
- Maybe look at limiting parents on campus in the morning before school  
**That is part of the culture of EBCA and may be hard to eliminate. I believe our parents enjoy being allowed to morning flag salute on blacktop. We have one teacher assigned by room 11 to keep parents from going to back of school. Plus once parents are off campus the gates are locked.**
- More practice i.e. earthquake, fire drill  
**Drills done monthly and are scheduled on our yearly calendar. Plus there are a few unscheduled especially during winter when heater kicks on.**
  - One main question that came up was having a key to the library door. All staff has access to open the back door that gives access to main building. If all staff is given that key and one were to lose it, it would be costly to change locks.
  - They would also like access to radios. We have extra radios in staff room that are available to them.
  - Another question was what would happen if there was a lockdown and student was in bathroom. The solution would be staying in bathroom and would communicate through email.
  - Staff will have CPR/First Aid/AED training on Nov. 6 to get cards renewed.

Brenda said if all staff was going to be trained. The answer was that only full time staff.

- Zones for Fire Drill. Plan A is along the back fence of school. We also have keys to Neilson Park as Plan B.
- Main idea was to see if staff felt safe, but it seems there was not a big concern.

Tony said I was here last week and I couldn't even get in. I thought it was good all doors are locked.

- The other concern was limiting parents. I don't believe it's necessary to do that. A lot come out for the flag salute.

Tony said, "We want parents!"

- 3<sup>rd</sup> grade had their Language Arts, Math Parent Night. 10 parents attended.

Report from Curriculum and Instruction Director – Mr. Sprattling

The Curriculum and Instruction Director will update the Board regarding student assessments and curriculum.

Mr. Sprattling shared:

- There is a lot of assessments and Benchmarks for the quarter.
- Williams from County made sure everyone had a text book in each class. Kinder is different.
- Assessment Data next month on scores comparing with other schools.
- Also shared that attendance was at 90%. Tardy letters will be sent out every time a student is tardy 5, 10, or 15 times. At 15<sup>th</sup> time parents will have to go to meeting.

Brenda asked if we are following attendance like FUSD. Not with SARB.

- If parents do not attend meetings we will have home visits and if they don't want to cooperate they can go back to their home school.
- After School Detention is a school policy.
- We can even form a SARB committee made up of Board members where parents can come to explain why their children are late.

Francis and Larry agreed on making parents accountable.

Mr. Garcia mentioned that we can also say, for parents to walk in with students who are late.

#### Report from Truancy Mediation Liaison – Mr. Solis

The Truancy Mediation Liaison will update the Board regarding student attendance and discipline.

Mr. Solis was absent, report was given by Mr. Sprattling.

#### Report from Technology Director – Mr. Lek

The Technology Director will update the Board regarding technology on campus.

- Aeries has a way to automatically call if parents don't clear absence by 8:30am

Francis asked if the phone call shows up in the caller ID as Bethune or private caller? Mr. Lek believes call comes out with a name, but will look into it and see what shows.

- Aeries communication goes out by phone call, text, or email. Messages go out as a school or a class.

Brenda asked if parents knew how they can get the messages. If parents opted in with a certain preference, they could.

- Parent/Student Portal where parents can log into to see attendance, grades, assignments, homework, checks demographics for them and parents can call if there is anything that needs to be changed in that area.
- 189 parents signed up for it.

### **III. CONSENT AGENDA**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The director recommends approval of all consent agenda items.

- A. Approval of Minutes of Board Meeting of September 28, 2017
- B. Approval of Warrant Report for September 2017

Frances asks for a motion to adopt the Consent Agenda and for the approval of A. and B.....Larry makes the motion to adopt the Consent Agenda ...Brenda seconds the motion...request for discussion-none needed  
Vote FD-Yes GS-Absent JG-Absent TS-Yes JR-Absent LA-Yes BP-Yes  
Motion Carried

### **IV. ITEMS SCHEDULED FOR ACTION**

- A. Prop 39 – Facilities Application 2018-2019
  - Susan shared we are submitting Prop 39 Facility Application for next school year which is requesting analysis of our student body. Giving addresses of students who are in our school zone and other zones.
  - Had help of our attorneys to see that the applications are being properly done. It has gone through her approval. We are including current student body and giving an estimated future for 2018-2019.

Brenda asked where the majority of students come from. The majority of students come from Columbia or King.

- Mr. Garcia added that we have something going on here. Kids coming in have low scores, but these kids say they like this school.

Frances asks for a motion to approve the Prop 39 Facilities Application for 2018-2019 to be submitted....Larry makes the motion to approve the Prop 39 Facilities Application for 2018-2019 that will be submitted...Brenda seconds the motion...request for discussion-none needed  
Vote FD-Yes GS-Absent JG-Absent TS-Yes JR-Absent LA-Yes BP-Yes  
Motion Carried

### **V. ITEMS SCHEDULED FOR DISCUSSION**

A. Local Indicators

- Susan shared that on our next meeting we will have the results of the local indicators that is part of LCAP. It's a compliance requirement. After it is submitted we either have Met or Not Met requirements. Main purpose Mr. Sprattling added, was for schools to self-reflect.
- Just finished the Health survey which was given during parent/teacher conferences. Students, Staff, and Parents took it. Parents had to sign and give permission for the 5<sup>th</sup> and 6<sup>th</sup> graders to take the survey.
- 98 parents, 100 students, and 35 staff took the survey. Results should be in to comply with requirements to meet the deadline of Dec. 1<sup>st</sup>.

Francis wanted to know what would happen if the requirements were not met. Susan said the Board would give directives and that the accountability factor is the Board. For example: facilities, if state standards were implemented or not, school climate this being able to see with the school survey.

B. Financial Update-through August 2017

- Susan shared that as of August 31<sup>st</sup> we have a good revenue. This being good because in lean years we will be ok. Budget #'s are where they should be.

Francis asked, "What is our enrollment? It was at 581 on count day.

**VI. ADJOURNMENT**

The meeting was adjourned at 6:48pm.

Frances asks for a motion to adjourn...Brenda makes the motion to adjourn...Tony seconds the motion...request for discussion-none needed  
Vote FD-Yes GS-Absent JG-Absent TS-Yes JR-Absent LA-Yes BP-Yes  
Motion Carried

**VII. NEXT MEETING: November 16, 2017**