

**MINUTES  
REGULAR MEETING**

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

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

**Sept. 28, 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 5:32pm.

**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>      </u>	<u>  X  </u>
Jere Runciman	<u>  X  </u>	<u>      </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-Absent JR-Yes 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:

- Enrollment is at a 578 hoping to climb to 580. As of Oct. 4, ADA funding comes from that enrollment number.
- Activities coming up are Breast Cancer Jog-A-Thon on Oct. 20<sup>th</sup>, Mr. Munoz and Mr. Songer are in charge of it. A guest comes from the Susan Komen Foundation and a check is presented.
- Oct. 23-27, 2017 is Red Ribbon Week. The Special's teachers organize Rally on Friday. They have guests come and do a Say No to Drugs Skit.
- Father/Daughter Dance will be early on Nov. 9<sup>th</sup>, during the Fall. Not being at the same time as graduation.
- Pastor Criner has two daughters that come here and he suggested to have a catered dinner. Max occupancy is 300 and usually about 150 people attend.
- All are welcome to attend to any event.
- Updates: The Survey we talked about gauge cultural and things to improve will be taken during the Parent/Teacher Conference week and later will share the results with you.
- Restorative Justice, Mr. Sprattling will share a little bit more on that.
- School Safety Plan on our agenda for next Wed. We've posted on website. We had a Lock Down on Code Green. Had to mention what this meant for the new teachers to know.

Jere asked at what time was the mtg. Answer was 3:15pm.

- Our School Handbook was completed with the Do's and Don'ts. Attornies helped put it together.
- Reminded teachers about social media. Teachers should never talk about students, parents..... etc.
- Talked about Positive Recognition. Teachers made list, then took it back to class and then came back with the end results.
- 3rd Grade suggested a Math Family Night.
- Fall Carnival idea was given but postponed till Spring. All teachers interested in moving forward. 6<sup>th</sup> grade teacher, Mrs. Alcorn, probably will be in charge. Thought in maybe having a Taco Truck, who have a license.

Francis mentioned that the carnival before, did well. Mr. Garcia mentioned that field trips are funded by the school.

- We have to do our Brown Act and Conflict of Interest training and talk to attorney when it could be arranged for us.
- Mr. Garcia passed out the EBCA Discipline Flowchart, to get a visual of the steps taken for disciplinary action. Kinder and 1<sup>st</sup> grade have more steps before coming to the office.
- Every classroom has this chart. We went to each classroom and presented it to the students.

- Main Idea: Students = Learn/Teachers = Teach

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:

- Students are warned if teacher has to stop teaching. If student continues disrupting then they are sent to fill out a Refocus Form in a special seat/space in classroom. Teacher acknowledges student is done with the Refocus and ready to come back with the rest of the class and are called back. If student continues, then student is assigned lunch detention. Noon Time Assistants know who owes lunch detention.
- If student is Defiant/Non-Cooperative then a Thinkery is given. Student goes to office and fills out the form, a staff member talks to student and after school detention is automatically given. Student with any defiance goes to office immediately.
- This year there hasn't been too much discipline issues. Probably because Mr. Garcia and I walked into the classrooms.
- When students get 4 Refocus it is automatically lunch detention. When they have 2 lunch detentions they also get afterschool detention. This is done in an effort to support teachers with behavior issues and at the same time since it's inconvenient for parents then we might get their support.
- This information is shared in the HandBook that students have to fill out (1-4) questions
- On a Thinkery option #3 student chooses to have a meeting with Mr. Garcia, themselves and teacher. Option #4 student chooses to go back to class and resolve it with teacher. Usually student chooses option #4.
- Restored relationship with teacher in the Thinkery completed by an adult.
- Thinkery is also like a time-out for teacher and student which usually is completed in 15/20 min.
- Thinkery is handed back to teacher by student. Timed stamped by office then teacher.
- Student/Teacher meeting doesn't have to be that long.
- Students save Thinkeries and are shown during Parent/Teacher conferences where their help is asked for also.

Jere asked if it's a new process this year or new and improved of something. The answer was yes, being new/improved.

- Teachers had received training in a 3 unit course on Restorative Justice. Refocus and Thinkery come from there having discipline that restores.
- Time to Teach comes from training done by county. Where this behavior flowchart came about and posted in every classroom.
- Teacher can arrange a meeting with parent and ask admin. to be there.
- A part that has been added was Detention Afterschool.

Report from Truancy Mediation Liaison – Mr. Solis

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

Mr. Solis shared:

- Classes take trophy for perfect attendance.
- A monthly attendance summary chart was handed out, showing the ADA and total % per grade level.

Francis asked if the lowest % was a 93%. Looking at chart it's about 94%. We are trying to keep attendance above 95% throughout the year. Mr. Garcia mentioned that other schools are lower.

- If students come in 20 min. late that is considered truant tardy. Students are talked to and then a follow-up with parent is done.

Report from Technology Director – Mr. Lek

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

- No report was given.

### **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 August 24, 2017
- B. Approval of Warrant Report for August 2017

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

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

- A. Unaudited Actuals for 2017-18
  - Susan shared that we had a really good year. Increased funds to 1 Million dollars. We were able to buy what we needed. Also tightened our belts knowing there will be years where we won't have revenue. New classes start with higher ADA in 1<sup>st</sup> month. Auditors will also come on the 9<sup>th</sup> of October and take a look at it.

Frances asks for a motion to approve the Unaudited Actuals for 2017-2018....Brenda makes a motion to approve the Unaudited Actuals for 2017-2018

.....Larry seconds the motion.....request for discussion-none needed  
Vote FD-Yes GS-Absent JG-Absent TS-Absent JR-Yes LA-Yes BP-Yes  
Motion Carried

B. MOU for Survey Administration

- Healthy Kids Survey hiring a company of professional survey givers. With the Department of California and WestEd to do for children/parents and staff.
- Base package 1 having questions for each group. A broad spectrum will give a good overview. Participation for a good report of 25 people is needed. Permission will be needed for students to participate.
- Parents will be given the opportunity to take the survey during Parent/Teacher Conferences.

Brenda suggested having a gift card raffle for the parents who take the survey.

- Cost associated with the survey is 40 cents per survey student takes it with a start up cost of \$150.00. Admin would be in charge but will not be able to see answers only the amount of people who take it. The charge for this survey will depend on the amount of people who take it.
- LCAP needs this information and we will be able to justify things we are doing and fix things. This also shows us being transparent about what we do here at EBCA.

Frances asks for a motion for the approval of MOU for Survey Administration...Larry makes the motion for the approval of MOU for Survey Administration...Brenda seconds the motion...request for discussion-none needed  
Vote FD-Yes GS-Absent JG-Absent TS-Absent JR-Yes LA-Yes BP-Yes  
Motion Carried

C. Approve Teacher Effectiveness Plan

- Same plan we went over last month. From the Public Hearing last month not much change \$46,211.00

Frances asks for a motion for the approval of the Teacher Effectiveness Plan...Larry makes the motion for the approval of the Teacher Effectiveness Plan.....Brenda seconds the motion...request for discussion-none needed  
Vote FD-Yes GS-Absent JG-Absent TS-Absent JR-Yes LA-Yes BP-Yes  
Motion Carried

V. **ITEMS SCHEDULED FOR DISCUSSION**

VI. **ADJOURNMENT**

The meeting was adjourned at 6:28pm.

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

**VII. NEXT MEETING: October 26, 2017**