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OUR DECISIONS ARE TO BE: Mission Driven, Data Driven, and Student Driven.

NJB Steering Committee Meeting Protocols

1. **Speak to the topic** 2. **One speaker at a time** 3. **Not personal** 4. **Support the majority** 5. **Respect the minority**

New Joseph Bonnheim Community Charter School
Steering Committee Meeting



Tuesday, April 6, 2021

3:30 PM to 5:30 PM

Zoom Remote Meeting

New Joseph Bonnheim Community Charter School
7300 Marin Avenue Sacramento, CA 95820

A G E N D A – Operational & Educational Focus

1. President call to order and roll call (Check box of those members present) (1 minute)

Steering Committee Members:

Name:	Role:	Present:	Not Present:
Christie Wells-Artman	Member--- NJBCC School Principal	X	
Hang Le	Member--- Facilitator/IntermediateTeacher	X	
Ian Johnson	Member--- Note Taker/Primary Teacher	X	
Open	Member--- Secretary/Primary Teacher		
Teri Ha	Member--- Primary Teacher	X (3:35)	
Open	Member--- Primary Teacher		
Sandra Enriquez	Member---Primary Teacher	X (3:34)	
Thi Nguyen	Member--- Classified Staff	X	
Toni Banelos	Member--- Community	X	
Jack Gonzales	Member--- Community		X
Quinn Hofmann	Member--- Parent/Community	X	
Mahelet Barrera	Member--- Parent/Community	X	
Arthur Aleman	Community	X	
Lisa Romero	Community	X	
Dennis Mah	Community	X	

Full Quorum: Yes

2. Approval of Agenda (2 minutes)

Begin: 3:34pm End: 3:36pm

Motioned: Toni Banelos Seconded: Teri Ha Approved: X Not Approved:

3. Public Comment (5 minutes)

Begin: 3:36pm - Out of 49 elementary schools in the Sacramento School District, NJB ranks 31 st . - Out of 5,789 schools in state, we rank 5093.

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- We spend \$8,331 per student, which is the 11th highest in the school district. Earl Warren spends \$5,789.
- Only 30% ELA students are meeting expectations.
- Only 8% Math students are meeting expectations. The district is 34%, the state is 38%.
- 32.6% 3rd graders are meeting standards in ELA , 48% state
- 34.8% are meeting standards in math, 39.7% in district, 50.2% state meeting standards in math.
- 22% 5th graders are meeting standards in ELA, 40.9% meeting standards in district.
- 2.9% 5th graders are meeting standards in math, 29% meeting standards in the district.

End: 3:47pm

Motioned to extend time: Christie Wells-Artman Seconded: Teri Ha

Approved: X

Not Approved:

4. Pledge of Allegiance (1 minute)

5. Suggestion Box (1 minute)

Begin: 3:47 pm

- None at this time (See feedback).

End: 3:48pm

6. Standing Committee Reports (2 minutes)

Begin: 3:50pm

- PTA – None at this time.
- Social Committee – None at this time.
- Farm Committee – Tomatoes, peas, bell peppers, serranos all planted. Next Farm day April 24th from 8:30 to completion.
- ELAC/SSC – Jessie Burns coming in on April 26th to test 47 scholars for ELPAC testing. Next meeting April 26th.

End: 3:51pm

7. Constituent Feedback on Steering Committee Items (10 minutes)

Begin: 3:52pm

- Parents are excited and nervous to have scholars back in session.
- I would like tutoring as soon as possible.
- Question about how many teachers are interested in tutoring.
- Please consider an in-person tutoring program for the summer.
- Standards Plus curriculum ordered for 2021-2022.
- Fund a resource teacher position for 2021-2022.
- I do not feel we should order Leader in Me again.
- Please order everything in advance to have things ready for 2021-2022.
- Please use ESGI for the next school year.
- Interested in a resource teacher next year to help scholars with reading. Plan to be presented for this and summer school next SC meeting by Ms. Artman.

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End: 3:55pm

8. Approval of Minutes from Prior Regular Steering Committee Meeting, March 2, 2021 (3 minutes)

Begin: 3:56pm

End: 3:58 pm

Motioned: Toni Banuelos

Seconded: Teri Ha

Approved: X

Not Approved:

NEW BUSINESS:

9. Discussion Items related to SC operation: (Christie Artman, Hang Le) 5 minutes total: 2 minutes presentation and 3 minutes discussion)
- a. Announcement of Parent/Community Member (Two positions)
 - i. Action Plan – Set timeframe for Emergency Election for member(s)

Begin: 4:02pm

- Welcome Mahelet Barrera!

End: 4:03pm

10. Discussion/Action Items: (Hang Le, Christie Artman) 25 minutes total: 10 minutes presentation, 15 minutes discussion)
- a. Response to Quinn Hofmann’s Letter
 - i. Communication Committee

Begin: 4:03 pm

- Communication committee started. We looked at updating our handbook and our website. Parents should feel comfortable communicating with teachers, and this information should be accessible.
- Tech committee to work on updating digital handbook for communication purposes.
- More tasks are being delegated to other staff members in order to foster teamwork.
- SC & schoolwide goal is to solve problems before they become problems.
- Timeframes are important here. Fast communication turnaround times are crucial.
- At a school level, we need to monitor situations in classrooms to catch problems early on so they don’t become major problems.

End: 4:29pm

STANDING BUSINESS

11. Budget: Informational/ Item: Budget & Enrollment updates (Christie Artman, Hang Le) 35 minutes total: 10 minutes presentation and 25 minutes discussion

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a) Budget Updates

i. DISCUSSION/ACTION: Update of CARES Act Funding

Begin: 4:30pm

The deadline to put in reqs to utilize these funds is 4/14 and funds need to be expensed by May 31st. 18,791
It is suggested to spend for a new RIZO and two computers for the office team to better track attendance, budget reqs, and school business that needs to be conducted. Req. are included in packet.

Account 09-7420, we have until end of the school year to utilize these funds. There should be \$25,509 remaining

It is suggested to use for the tutoring, Data Team will give out a assessment of two strands, om April 23-28 and the Data Team will collect the information and compile groups of children. Roughly around 8 teachers with 2 hours of tutoring and 1 hour of planning for 5 weeks. Around \$6,000

Account 09-3215, can be carried over through September 2022, and the balance is \$10,636.

It is suggested we carry it over for next year, save for rainy day!

- 8 teachers, one per grade level for tutoring. Major discussion points on which learning strands K-2 should be allowed to tutor.

End: 5:02pm

\$18,000 Motioned: Toni Banelos	Seconded: Christie Artman	Approved: X	Not Approved:
\$25,000 Motioned: Christie Artman	Seconded: Sandra Enriquez	Approved: X	Not Approved:
Carry Over Funds Motioned: Teri Ha	Seconded: Sandra Enriquez	Approved: X	Not Approved:

ii. DISCUSSION: 21-22 LCAP update

Begin: 5:02pm

- Reading pieces to be added, update for next Steering Committee meeting.
- There weren't a lot of previous updates due to COVID

End: 5:03pm

b) Enrollment

Begin: 5:04pm

- Enrollment at 289.
- 70 Cohort A
- 75 Cohort B
- The rest are distance learning only.

End: 5:06pm

c) List of Purchase Orders and Requisitions

Begin: 5:06pm

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- Massive shipment of extra monitors, curriculum, and digital equipment have arrived.
- Ian to work with primary grades, Cassandra with intermediate for tech aid.

End: 5:08pm

Facilities: Informational Item: Operational update (Christie Wells-Artman, 1 minute total)

a) Repairs Update

Begin: 5:08pm

- Air filters to remain on at all times.

End: 5:08pm

b) List of Work Orders

Begin: 5:09pm

- None at this time.

End: 5:09pm

12. Informational – Other Educational Updates (Principal Wells-Artman, 1 minute total).

a) Update on Upcoming Events Calendar

Begin: 5:09pm

- None at this time.

End: 5:10pm

b) Update on Open Positions/Substitutes

Begin: 5:10pm

- Mr. Mack's sub will still have to be approved.
- Long term sub for Kathy Kiley set.

End: 5:11pm

13. Informational – Scholar Outcomes to date when compared to the Smart Goals at each grade level. (Christie Artman, Hang Le) 20 minutes total: 10 minutes presentation and 10 minutes discussion.

a) Data Team Update and assessments

Begin: 5:11pm

- Much of the Data team focus has been on developing an assessment for the school, and the goal is to move towards tutoring "band jumpers" once that data arrives.

End: 5:12pm

b) Covid-19 Update

Begin: 5:12pm

- Playground can be used if wiped between cohorts.
- No news on whether our students can work in the farm once we come back for hybrid learning.
- Update on schedule for returning to hybrid learning. Documents sent out to staff.

End: 5:25pm

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c) Mandated Testing

Begin: 5:25pm

- SBAAC cancelled in favor of a generalized common assessment.

End: 5:26pm

14. Other Discussion Items

d) Curriculum Ad Hoc Committee & Other Committees – (Christie Artman) 2 minutes total

Begin: 5:26pm

- None.

End: 5:26pm

e) SC Members Announcements

Begin: 5:26pm

- Discussion on how to utilize the farm in school once we get back.

End: 5:32pm

15. Next meeting date and time: The next regular SC meeting will be held Tuesday, May 4, 2021, 3:30 PM to 5:30 PM (1 minute)

16. Adjournment (1 minute)

Motioned: Quinn Hofmann

Seconded: Toni Banuelos

Approved: X

Not Approved:

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Mahelet Barrera	Member--- Parent/Community

If you have any questions, concerns, or suggestions we encourage you to contact the Principal, the President and or any member of the Steering Committee. We look forward to hearing from you.

Upcoming Steering Committee and Charter Renewal Dates for School Year 2020-21:

1st Tuesday of each month 3:30 PM – 5:30 PM – Regular Steering Committee Meetings

- October 6, 2020
- November 3, 2020
- December 1, 2020
- January 12, 2021
- February 2, 2021
- March 2, 2021
- April 6, 2021
- May 4, 2021
- June 1, 2021

The first meeting of the month: focuses on both student outcomes and the business side of operating NJB. The intent is for the Steering Committee to “inspect what is expected” as stated in the Charter in regard to student learning and also to review the business side of operating NJB. Topics include revenue, expenditures, site policies and new or supplemental programs that support the core program.

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