

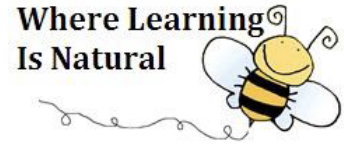
**Our Mission:** To develop responsible, respectful, and proactive citizens to become caretakers of our community, our state, our country, and our planet. This begins with our concept for the New Joseph Bonnheim (NJB) being centered on agriculture and on the very community it serves.

**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, August 11, 2020

3:30 PM to 5:30 PM

Zoom Remote Meeting

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

## Meeting Agenda – 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<br>(3:36pm)            |              |
| Cassandra Boltz       | Member--- President/IntermediateTeacher      | X                        |              |
| Ian Johnson           | Member--- Vice President/IntermediateTeacher | X                        |              |
| Michelle Tipon        | Member--- Secretary/Primary Teacher          | X                        |              |
| Teri Ha               | Member--- Primary Teacher                    | X                        |              |
| Mike DiSantis         | Member--- Primary Teacher                    | X                        |              |
| Ana Figureoa          | Member--- Parent/Community                   | X                        |              |
| Eddy Mejia            | Member--- Parent/ Community                  | X<br>(3:59pm)            |              |
| Open                  | Member--- Classified Staff                   |                          |              |
| Open                  | Member--- Parent/ Community                  |                          |              |
| Toni Banuelos         | Member--- Community                          |                          | X            |
| Arthur Aleman         | Member--- Community                          | X<br>(left at<br>4:04pm) |              |
| Dr. Dennis Mah        | Advisory Only                                | X                        |              |

**Full Quorum: Yes**

2. Approval of Agenda (2 minutes)

Begin: 3:32pm  
Amend agenda to move Item 14b to after Item 3.  
  
End: 3:34pm

**Motioned: Arthur Aleman**

**Seconded: Michelle Tipon**

**Approved: X**

**Not Approved:**

3. Public Comment (5 minutes)

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Begin: 3:34pm

-One member of the public in attendance, Mahelet Barrera, no comment.

-Today, August 11, 2020 will be Dr. Mah's last meeting as Advisory. His goals have been achieved re-opening NJB and in foreseeing body-brain strategies within the curriculum.

End: 3:37pm

Item 14b.

Begin: 3:37pm

-SC member feels like "we should be hiring more staff that reflects our population."

-SC member is unsure of what curriculum we will be using the 2020-2021 school year. Can we allocate money for a comprehensive reading program? What program will we be using?

-Michelle Tipon to resign as SC Secretary

-Cassandra Boltz to resign as SC President

-SC member Mike DiSantis to resign from SC (will officially submit resignation letter before the start of school)

End: 3:44pm

4. Pledge of Allegiance (1 minute)

5. Suggestion Box (2 minutes)

Begin: 3:45pm

N/A

End: 3:46pm

6. Standing Committee Reports (2 minutes)

Begin: 3:46pm

Social: Unsure how we will collect funding, but will continue to celebrate staff through e-cards, social committee members will meet

ELAC: Zoom meeting tomorrow at 5:30pm, bilingual department has been restructured, community may ask questions, request to put meeting on FB, principal sent DLAC dates and posted to FB previously

End: 3:49pm

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

Begin: 3:49pm

-Are we going to have a resource teacher? Is it possible to have half RSP, half Resource teacher for intervention? Funding?

-Core reading program to eliminate RSP scholars

-If there's extra money I'd like to see if we could get any training for distance-learning in google classroom.

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-I would like to see if fourth grade could get go math student workbooks purchased if there is extra money.  
 -I do not think we should spend money on Leader in Me curriculum if we plan to do distance learning and remote learning next year.  
 -How can we utilize the resource teacher with this distance learning model?  
 -Can we increase the 0.7 RSP teacher to include SSTs, IEPs, and for prevention purposes (funding?)  
 -“When we make decisions, we have to think of the greater good.”  
 -Parents would like to know how many hours daily for class and how many days a week?  
 -Will it be necessary to wear a uniform?  
 -Will there be weekly/monthly evaluations to see progress of scholars?  
 -What happens with scholars who have special learning needs?  
 -How will PE continue? How will it be done?  
 -Budgetary needs for the classroom (i.e. technology, supplies)  
 -Concerns about access and equity for our scholars, especially with multi-scholar families  
 -Questions/uncertainty of curriculum  
 -Back-to-School Night: Townhall style zoom, where panel speaks and parents may type in questions, send out follow-up to all families in writing (SC member will send letter)

End: 4:00pm

**8. Approval of Minutes from Prior Regular Steering Committee Meeting, July 8, 2020 (2 minutes)**

Begin: 4:00pm  
 @4:03pm – additional member of the public, Tanya Bolden, joined our meeting  
 End: 4:05pm

**Motioned: Ian Johnson                      Seconded: Mike DiSantis                      Approved: X                      Not Approved:**

**NEW BUSINESS:**

9. Discussion/Action Items related to SC operation: (Dr. Mah and Principal Wells-Artman, 20 minutes total: 10 minutes presentation and 10 minutes discussion)

- a. Steering Committee Elections
  - i. President, Vice President, and Secretary Elections
  - ii. Certificated/Classified/Parent and Community
    - 1. DISCUSSION: Term Limits, positions available, nominations

Begin: 4:05pm  
 -time to hold elections for president, vice president, and secretary elections  
 -need to have a discussion in regards to term limit  
 -also need to hold elections for certificated, classified and parent/community elections  
 -equitability for elections?  
 -we will not have enough nominations due to president, secretary and member resignation  
 -we need more representatives  
 -president sent out emails to staff; however, received no response  
 -put a hold on elections until the beginning of 2020-2021 school year

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-discuss at Back-to-School night?

-Effective September 3, 2020 NJB SC will have the following open positions: 1 intermediate, 2 primary, 1 classified, and 1 parent/community member

-We will also have an opening for our advisory position

-We will have the following officer openings: President and Secretary

End: 4:15pm

10. Discussion/Action Items: (Principal Wells-Artman 15 minutes total: 10 minutes presentation, 5 minutes discussion)

- a. Back-to-School and Parent Night Information to be Presented

Begin: 4:15pm

-Back-to-School will be digitally/remote

-PPT has been created for all teachers to use (for cohesive purposes)

-PPT will be translated

-It will be recorded and PPT will be sent out to all families and posted on webpage and FB

-Date: Thursday, September 3, 2020, time TBD

-Principal will begin and teachers will have breakout sessions

-Additional technology resource: ecamlive

-SCUSD has purchased Zoom package that holds large populations

-SC member expressed concern in regards to breakout sessions being tricky. Response was, No, it can be done, but need to gain more information as to how to

End: 4:24pm

**STANDING BUSINESS**

11. Budget: Informational/ Item: Budget & Enrollment updates (Dr. Mah, Art Aleman and Principal Wells-Artman, 25 minutes total: 15 minutes presentation and 10 minutes discussion)

- a) Budget Updates
- b) Enrollment
- c) List of Purchase Orders and Requisitions

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

- a) Repairs Update
- b) List of Work Orders

Begin: 4:24pm

-Learning Loss Mitigation Funding (using state and federal funds): for NJB it totals \$280,000, must be spent by December 2020 to help mitigate any learning loss

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- Federal Cares Act: \$50,000-\$53,000 Emergency relief funding
- Learning Loss total: \$333,000
- Principal must check in to make sure NJB has received these funds
- Learning Continuity Attendance Plan (LCAP) must following state guidelines
- Plan must be submitted by September 20, 2020 to receive the funding
- The funding is a one-time money (one year only)
- Can we use 30% funding to supplement 70% position? No
- Where can we find a list of restrictions for the use of monies? CDE Learning Loss Mitigation Fund, Cares page, Q&A (may use for guidance)

@4:30pm – additional member of the public, Kathy Kiley, joined our meeting

- allowable uses: address learning loss through intensive instruction and supports in school year, extend instructional school year, increase additional minutes, providing additional academic services such as diagnostic assessments, intensive instruction, devices and connectivity, health, counseling, mental health services, professional development, access to breakfast and lunch, trauma and social-emotional learning (attached in SB document sent from Principal)
- Must be spent by December 2020: \$269,083
- Must be spent by September 2022: \$11,040
- Christie must talk to Stella in budget department to clarify that NJB has earned the funding
  
- Principal still working with Stella to come up with budget
- Potential \$179,000 carry over

**BUDGET:**

- SURPLUS: \$428,131.31
- Balance after subtracting reserve: \$334,931.27
- New Learning Loss Mitigation Funds per SB 98: \$280,123.00
- New Elementary and Secondary School Emergency Relief Fund (ESSER): \$50,000
- New Total available funds: \$665,054.27
  
- There is a need/concern for spending money by December 2020
- Ideas to spend money on: incentives for those scholars who finish work, digital technology, asynchronous learning (i.e. novels) - (want to survey families)
- SC members to present and elicit ideas on HOW to spend money by Friday, August 14<sup>th</sup> (send feedback to Cassandra and Christie)
- survey for families (will include SB verbiage and ideas on how to spend money)

Begin: 5:02pm

Enrollment:

- 21 kindergarteners enrolled
- Total enrollment: 302
- 1<sup>st</sup> grade teacher accepted a new position

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Purchases: LIM, charter schools association, PE equipment  
Care packages for scholars at the beginning of the year: pencils, notebooks (feedback for primary from Teri Ha and intermediate from Hang Le) – will note next meeting

No repairs.

End: 5:05pm

12. Informational - Scholar Outcomes to date when compared to the Smart Goals at each grade level. (Principal Wells-Artman, 20 minutes total: 10 minutes presentation and 10 minutes discussion)

- a) How We Look at the Remote Distance Learning Model
- b) Staff Professional Development for 2020-21
- c) Covid-19 Update: (Christie Wells-Artman)
- d) School Parent Orientation Schedule

Begin: 5:05pm

-Until we know what the MOU states, we are holding off on PD because of dates

-Trainings: GLAD, Standards Plus, Distance Learning Playbook

-Principal is creating a video to present information for Parent Orientation, will send out a connect messenger, will plan a pick-up day

-SC Member Question: How will Back-to-School Night work for families with multiple scholars at NJB? There will be multiple times for breakout sessions. They will also be recorded and placed on Google Classroom, NJB webpage and FB.

End: 5:11pm

13. Informational – Other Educational Updates (Principal Wells-Artman, 3 minutes total)

- a) Update on Upcoming Events Calendar
- b) Update on Open Positions/Substitutes

Begin: 5:11pm

-No events.

-Start Date: September 3, 2020

-Traditional Calendar

-Principal is working on updating the webpage

-Positions: 1<sup>st</sup> grade, custodian, part-time clerk, 0.7 RSP

-Question: Is it necessary to post and fill custodian position? Principal needs to look under COVID guidelines.

-Question: Have you heard anything about substitute positions? It is a part of the MOU. Principal is looking to teach one lesson a week and possibly step in as a substitute.

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End: 5:15pm

14. Other Discussion Items:

- a) Curriculum Ad Hoc Committee & Other Committees– (Principal Wells-Artman, 2 minutes total)
- b) SC Members Announcements – (5 minutes)

Begin: 5:15pm

-Need to assemble data team

-Will know more once we get the MOU (i.e. assessments)

-To-do: What would staff like to see as expectations of and requirements for the data team?

End: 5:16pm

15. Next meeting date and time: The next regular SC meeting will be held Tuesday, September 1, 2020, 3:30 PM to 5:30 PM (1 minute)

16. Adjournment (1 minute)

Motioned: Michelle Tipon

Seconded: Teri Ha

Approved: X

Not Approved:

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|----------------------------|---|
| Name                       | Role  |
| Christie Wells-Artman      | Member--- NJBCC School Principal                                |
| Cassandra Boltz            | Member--- Steering Committee President/IntermediateTeacher      |
| Ian Johnson                | Member--- Steering Committee Vice President/IntermediateTeacher |
| Michelle Tipon             | Member--- Steering Committee Secretary/Primary Teacher          |
| Teri Ha                    | Member--- Primary Teacher                                       |
| Mike DiSantis              | Member--- Primary Teacher                                       |
| Ana Figureoa               | Member--- Parent/Community                                      |
| Eddy Mejia                 | Member--- Parent/ Community                                     |
| Open                       | Member--- Classified Staff                                      |
| Open                       | Member--- Parent/ Community                                     |
| Toni Banuelos              | Member--- Community   |
| Arthur Aleman              | Member--- Community   |
| Dr. Mah                    | Advisory--- Public  |

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:**

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

- August 4, 2020
- September 1, 2020
- October 6, 2020
- November 3, 2020
- December 1, 2020
- January 12, 2021
- February 2, 2021
- March 9, 2021
- April 13, 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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