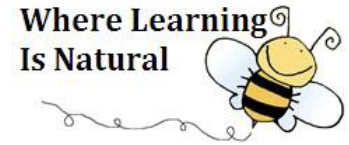


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NJB Steering Committee Meeting Protocols

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, November 3, 2020

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--- President/IntermediateTeacher	X	
Ian Johnson	Member--- Vice President/Primary Teacher	X	
Open	Member--- Secretary/Primary Teacher		
Teri Ha	Member--- Primary Teacher	X	
Open	Member--- Primary Teacher		
Sandra Enriquez	Member---Primary Teacher	X	
Ana Figureoa	Member--- Parent/Community	X	
Eddy Mejia	Member--- Parent/ Community	X	
Thi Nguyen	Member--- Classified Staff	X	
Open	Member--- Parent/ Community		
Toni Banuelos	Member--- Community	X	
Jack Gonzales	Community Participant		
Quinn Hofmann	Community Participant		
Mahelet Barrera	Community Participant		

Full Quorum: Yes

2. Approval of Agenda (2 minutes)

Begin: 3:32pm End: 3:38pm

Motioned: Ian Johnson Seconded: Toni Banuelos Approved: X Not Approved:

3. Public Comment (5 minutes)

Begin: 3:38pm - Question concerning a hacked scholar account, Christie to follow up with the parent End: 3:41pm

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4. Pledge of Allegiance (1 minute)

5. Suggestion Box (1 minute)

Begin: 3:41pm
 None.
 End: 3:41pm

6. Standing Committee Reports (2 minutes)

Begin: 3:43pm
 PTA – We will be having our general meeting on the 13th, executive meeting right beforehand.
 Farm Committee – Meeting next week.
 Social Committee – None.
 ELAC – Members met, are to also meet with Azarel with the goal of reaching parents on a deeper level. Mr. Aleman and another parent member will share out soon with parents.
 End: 3:43pm

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

Begin: 3:43pm
 - When will we hear about Benchmark/Go Math decisions, money concerns after we purchase the curriculum.
 - Interested in where we are in the decision making process for student rewards/incentives.
 - Digital platforms for Sly Park.
 End: 3:45pm

8. Approval of Minutes from Prior Regular Steering Committee Meeting, August 11, 2020 (2 minutes each, 6 total)

Begin: 3:45pm

 End: 3:54pm

10/6 - Motioned: Christie Wells-Artman	Seconded: Teri Ha	Approved: X	Not Approved:
10/13 - Motioned: Christie Wells-Artman	Seconded: Ana Figueroa	Approved: X	Not
Approved:			
10/20 - Motioned: Sandra Enriquez	Seconded: Eddy Mejia	Approved: X	Not Approved:

NEW BUSINESS:

9. Discussion Items related to SC operation: (Principal Wells-Artman, Hang Le) 5 minutes total: 2 minutes presentation and 2 minutes discussion)

- a. Steering Committee Bylaws Change to Not Have Titles of President, Vice President and Secretary
 - i. Look at Changing A Facilitator and Minutes Recorder position.

Begin: 3:55pm
 - Previous bylaws reviewed and edited – 2.4 and 2.5: elections of terms and members
 - Language changed to Facilitator and Minutes Recorder to promote a more equitable and team-oriented

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Steering Committee.

- The overall body composition of the Steering Committee has not changed, just the officer titles.
- In the case of an absence from the Facilitator, the Facilitator can ask another SC member to substitute for them. **This will need to be added to the bylaws.**

End: 4:04pm

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

a. Selection of Parent/Community

Begin: 4:05pm

- Quinn Hofmann and Pastor Jack Gonzales have been voted in by the community to join the Steering Committee.

End: 4:08pm

b. Selection of the Core Math/EL Curriculum

Begin: 4:08pm

- 9 votes for Go Math, the rest for Envision. Go Math voted for and approved.
-

End: 4:12pm

Motioned: Ian Johnson Seconded: Eddy Mejia Approved: X

Not Approved:

STANDING BUSINESS

11. Budget: Informational/ Item: Budget & Enrollment updates (Principal Wells-Artman, Hang Le) 35 minutes total: 20 minutes presentation and 15 minutes discussion)

a) Budget Updates

- a. DISCUSSION: SC Constituent feedback, 2nd Step Processing
- b. ACTION: Spending of CARES Act funding Stage 2 based on SC Constituent feedback

Begin: 4:39pm

- Cares balance spending update: \$228,787 left. Included in this number is the Learning loss mitigation fund.
- Thought to have 55,000 in ESSER funds, but instead we will have 124,000, bringing our total remaining to **\$378,296.**

Current Expenditures for CARES Balance

- \$73,558 on Benchmark
- \$8,872 on Text Novels
- \$9,600 on Benchmark Alliance training

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- \$75,000 on Go Math Curriculum
- \$3,500 - Scholar Incentives - \$250 per class
- \$9,600 - Training on CLOSE Analytical reading skills
- \$9,600 - Training on GLAD support
- \$2,000 - COVID related cleaning leaning supplies

- Estimated working balance – Approximately **\$176,756.00**
- Carryover Net (Per diems for staff trainings) – \$4,809.00

- Other items for spending – Beanbag lap desks, desks for scholars.

End: 4:24pm

b) Enrollment

Begin: 4:24pm

- Enrollment at 304. 3 scholars are moving away.

End: 4:25pm

c) List of Purchase Orders and Requisitions

Begin: 4:25pm

To Purchase or Discuss Purchasing:

- SIPPS Kits & training
- Revisit incentives funding to increase the amount?
- Google Classroom Engagement and Digital Platforms
- Laptops, software subscriptions, furniture for scholars in need, hotspots
- Under discussion: Invest in library books, with leveled readers, culturally responsive texts, book scanner, etc.
- **Desks for scholars to be looked into by Christie.**
- Digital being-there experiences.
- Possible Farm maintenance funds

End: 4:40pm

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

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

Begin: 4:40pm

- Repaired cameras
- Cleaning crews have been coming in for maintenance

End: 4:41pm

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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) Data team report to SC

Begin: 4:41pm

- Data team met. Looking at overall Data.
- Looking to create a roadmap so parents, staff, and scholars can progress monitor data growth.
- Meeting again on 11/4/20 to prepare a report on our ELA data.

End: 4:50pm

b) Covid-19 Update

Begin: 4:50pm

- Discussions on how to bring back scholars, surrounding districts are bringing back scholars as a hybrid model.
- Employee trainings will be necessary.
- Unfortunately, there is no current official plan.

End: 4:52pm

c) Supply Distribution Sharing

Begin: 4:52pm

- Nothing to report.

End: 4:52pm

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

a) Update on Upcoming Events Calendar

Begin: 4:53pm

- Report cards and parent conferences coming out soon.

End: 4:53pm

b) Update on Open Positions/Substitutes

Begin: 4:53pm

- Interviewing for a 1st grade position starting soon
- Clerk position filled – Welcome Diana Martinez!

End: 4:54pm

14. Other Discussion Items:

a) Curriculum Ad Hoc Committee & Other Committees– (Principal Wells-Artman, 2 minutes total)

Begin: 4:54pm

- None at this time.

End: 4:55pm

b) SC Members Announcements – (5 minutes)

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Begin: 4:55pm

- Ana Figueroa is announcing her retirement from the Steering Committee meeting.

End: 4:58pm

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

16. Adjournment (1 minute)

Motioned: Eddy Mejia

Seconded: Sandra Enriquez

Approved: X

Not Approved:

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Open	Member--- Steering Committee Secretary/Primary Teacher
Teri Ha	Member--- Primary Teacher
Mike DiSantis	Member--- Primary Teacher
Sandra Enriquez	Member--- Primary Teacher
Hang Le	Member--- Intermediate 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

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 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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