

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



Wednesday, October 7, 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	
Mike DiSantis	Member--- Primary Teacher	X Leaving at 5:00	
Sandra Enriquez	Member---Primary Teacher	X 3:44	
Ana Figureoa	Member--- Parent/Community	X Leaving at 4:30	
Eddy Mejia	Member--- Parent/ Community		X
Open	Member--- Classified Staff		
Open	Member--- Parent/ Community		
Toni Banuelos	Member--- Community	X	
Arthur Aleman	Member--- Community	X 3:33	

Full Quorum: Yes

2. Approval of Agenda (2 minutes)

Begin: 3:31pm

End: 3:39pm

Motioned: Teri Ha

Seconded: Ian Johnson Approved: X

Not Approved:

3. Public Comment (5 minutes)

Begin: 3:39pm

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No members of the public present.

End: 3:39pm

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: 3:41pm

PTA – First meeting on October 16 at 3:00

Farm Committee– Farm day on October 17th at 8:00

Social Committee – Nothing currently planned

ELAC – October 19 meeting from 9-10 AM, and again 3-4 PM. Guest speaker is Azarel, who will share out how ELAC can support us on LCAP

End: 3:43pm

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

Begin: 3:43pm

- When will we approve the curriculum for math and ELA?
- Make sure to spend money on reading and math programs
- Request for individual desks for scholars
- Math and ELA curriculum for all scholars.
- "Please do not procrastinate! Order curriculum!"
- Priority on ordering tools for teachers for self-care, blue light glasses, wireless headphones, chairs, etc.
- Butcher paper, sanitizer, hand soap, etc. are needed to ensure a safe reopen.
- Some have heard about a tentative return in February? Parents are concerned that we may not have enough supplies.
- Some want to know when we will reopen.
- Comcast Hotspots?
- See budget section below for certain answers.

End: 3:49pm

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

Begin: 3:49pm

End: 3:53pm

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Motioned: Mike DiSantis Seconded: Christie Wells-Artman Approved: X Not Approved:

NEW BUSINESS:

9. Discussion Items related to SC operation: (Principal Wells-Artman, Hang Le) 15 minutes total: 5 minutes presentation and 10 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: 3:53pm

- Proposal to remove titles of President, Vice President, and Secretary, replace with Facilitator and Minutes Recorder. The push is to shift away from an “I Lead” mentality, and more towards a “We Lead” mentality, and to remove potentially intimidating social barriers, especially for new members entering the Steering Committee.
- 1. Discussion: Charter was approved as-is, to change the charter, will we need to go back to the board?
- Answer: We can always amend the charter and write changes into the bylaws, but we will have to put it before the district.
- 2. Discussion: Can we reach out to the Bowling Green Communities to see how they were successful?
- Answer: Ms. Artman will reach out to Bowling Green.
-

End: 4:04pm

10. Discussion/Action Items: (Principal Wells-Artman 10 minutes total: 5 minutes presentation, 5 minutes discussion)
- a. Selection of Data Team
 - b. Member Attendance in Compliance with SC Bylaws---2.7 Removal from Seat regarding a member is absent for three regular meetings over a twelve-month period.

Begin: 4:04pm

- a. Purpose of Data team is to evaluate Data with PDSA cycle. Goal is to look at test scores and understand how to best serve our scholars.
 - Members: Cassandra Boltz, Teri Ha, Sandra Enriquez, Amelia Villanueva, Hang Le
 - Meeting times: Last Wednesday of each month, first meeting to start October 28 from 1:30 – 2:30 PM.
 - Responsibilities: Members will share out Data analysis to Steering Committee and to Staff.
 - 1. Discussion: we only have one intermediate teacher, we should have another.
 - Answer: Hang Le volunteers to be on the Data team as well.
 - Motion to approve members of the Data team.
- b. Reminder that absences for three regular meetings over a twelve-month period will lead to removal from SC seat.
 - 1. Discussion: In the bylaws, is there a difference between chronic absenteeism and emergency situations?
 - Answer: SC to add clauses in the bylaws for a temporary resignation option if a member experiences illnesses. Proposal to add this to be added on next agenda. Currently, the SC has to follow the currently

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written process outlined in the bylaws, which resulted in the removal of a member.

End: 4:39pm

Item a - Motioned: Ian Johnson	Seconded: Art Aleman/Toni Banuelos	Approved: X	Not Approved:
Item b - Motioned:Toni Banuelos	Seconded: Ian Johnson	Approved: X	Not Approved:

STANDING BUSINESS

- c. Budget: Informational/ Item: Budget & Enrollment updates (Principal Wells-Artman, Hang Le) 35 minutes total: 20 minutes presentation and 15 minutes discussion)
 - a) Budget Updates on approval for SPSA
 - a. DISCUSSION: SC Constituent feedback, 2nd Step Processing
 - b. ACTION: Approval of SPSA and Spending of CARES Act funding based on SC Constituent feedback
 - 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: 4:39pm

SPSA and Cares Fund Update: First wave of priority spending complete. So far, Spent an extra \$5,000 for Leader in Me, Spent \$28,620 for Doc cameras, cords, printer/scanners, ink, i-Ready digital package, Standards Plus digital with training, headphones.

- Curriculum for math and reading has been put on hold until after we get the ELA and Math pitch from vendors (see below). Costs will range from \$75,000 to \$125,000 each.
- October 13 3:30 – 5:30 for ELA presentations from 2 vendors: Benchmark and Wonders, 40-45 minutes each.
- October 20 3:30 – 5:30 for Math – Envisions and Go Math, 40-45 minutes each.
- \$13,820 utilized for scanners, which was slightly above budgeted amount.
- **New Priority 1 item up for Motion:** Texts and Novels for every classroom (\$21,000), scholar incentives for Task Completion and Attendance (\$250 per class, \$3,500 total), Mystery Science and Scholastic Readers subscription (\$2,600), training on CLOSE analytical reading skills (\$9,600). **Total cost motioned: \$36,700**
- Other High Priority Items: Blue lens eyewear, desk chair with lumbar support, SIPPS training
- 1. Discussion: Concern for “luxury” items for teachers, since money should go to the kids. Also, recommendation that there should be a pool of money to use rather than blanket purchases of items for teachers. Instead, can we spend money on distance learning desks and chairs for needy students, and replacing our current in-school furniture now while we have a chance? General push to focus our spending on students, and offer some funding for teachers. Also, thoughts on internet hot spots for our kids?
- Answer: Ms. Artman will ask to see if we can replace school furniture with funds, and whether we can support scholars at home with desk stations. Ms. Artman will also follow up to find out how to fund

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internet Hot Spots.

- With proposed expenditures, total spending will be up to \$70,320.
- Parents and stakeholders with budget overview of SPSA/LCAP due in November

Action: Approval of SPSA with updates provided

End: 5:37pm

Motioned: Toni Enriquez Seconded: Sandra Enriquez Approved: X Not Approved:

Motion to extend time by 20 minutes

Motioned: Christie Wells-Artman Seconded: Sandra Enriquez Approved: X Not Approved:

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

- a) How We Look at the Remote Distance Learning Model/SPSA Goals
- b) Covid-19 Update
- c) Supply Distribution Sharing

Begin: 5:37pm

- a. K-2 ELPAC testing currently underway. SC is also collecting data for Math and ELA, proctoring has been mostly successful.
- b. Talk of return. If COVID cases and Flu cases go down, we may return to a hybrid model by February. Extremely tentative, and subject to change.
- Currently, to make this possible, school district must provide plexiglass, cleaning supplies, and other expenditures in order to reopen, so the SC have held off on purchasing these ourselves for budget concerns.
- Some classes that qualify for SDC classes will be allowed to return as well, but this is unknown as well.
- Currently, we are holding at 308 for our ADA.
- c. No information at this time.

End: 5:52pm

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

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

Begin: 5:52pm

- a. No updates.
- b. Interviewed for Clerk Position.

End: 5:53pm

f. Other Discussion Items:

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

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b) SC Members Announcements – (5 minutes)

Begin: 5:53pm

a. None at this time.

b. None at this time.

End: 5:55pm

- g. Next meeting date and time: The next regular SC meeting will be held Tuesday, November 3, 2020, 3:30 PM to 5:30 PM (1 minute)
- h. Next **special meeting date and time**: Tuesday, October 13, 3:30 PM– 5:30 PM , and Tuesday, October 20, 3:30 PM – 5:30 PM

i. Adjournment (1 minute)

Motioned: Sandra Enriquez

Seconded: Teri Ha

Approved: X

Not Approved:

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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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