

*Journey School  
A California Public Charter School*

*Thursday, May 23, 2024*

***REGULAR MEETING MINUTES***

*Approved June 25, 2024*

**4:00 p.m.**

Journey School, 27102 Foxborough, Aliso Viejo, CA 92656

(949) 448-7232 [www.journeyschool.net](http://www.journeyschool.net)

This meeting was held in person on the Journey School campus and was live streamed via Zoom.

	<b>AGENDA ITEM</b>
1	<p><b>Call to Order and Roll Call</b> - The meeting was called to order at 4:05 p.m. Council member Jeannie Lee has requested to attend the meeting virtually due to travel. Melissa made a motion to approve the request. Margaret seconded the motion and it was unanimously approved. Jeannie turned on her video and stated that there were no other adults in the room with her.</p> <p><b>BOARD MEMBERS:</b> Amy Capelle, Council President - Present Melissa Dahlin, Council Vice President - Present Margaret Moodian, Council Secretary - Present Jeannie Lee, Board Member - Participating via Zoom Michael Allbee, Board Treasurer - Present</p> <p><b>ADVISORY POSITIONS:</b> Cassie Kawling, Parent Cabinet Advisor - Present</p>
2	<p><b>Inspirational Passage</b> - Shelley shared inspirational passages from <i>Conscious Discipline</i>.</p>
3	<p><b>Approval of Agenda*</b> Margaret made a motion to approve the agenda as amended. Melissa seconded the motion and it was unanimously approved.</p>
4	<p><b>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</b></p>

	<p>A. <b>2023-2024 Board Calendar/Schedule meetings:</b> Board members discussed changing the date of the June meeting to June 25th at 6:00 p.m. Mike made a motion to approve the calendar as amended. Melissa seconded and it was unanimously approved.</p>
5	<p><b>PUBLIC COMMENT: Members of the public may contribute public comment.</b> Journey School teacher Kelly Larson shared that teachers and students felt overwhelmed when faced with mandatory Fastbridge testing immediately following state testing. She thanked the administration for not making Fastbridge testing mandatory at this time of year. She shared examples of challenges facing students, and explained that certain factors affecting student performance cannot be seen by looking at testing data. She offered to work with the board on compiling useful "soft" data.</p> <p>Alicia Cordova offered a public comment via Zoom. She requested standardized rubrics based on anecdotal records to create another data set in addition to other measures being used. She thanked Amy Capelle for her leadership and for approving the bylaws for the Parent Advisory Council. She asked that the board consider rescheduling tonight's LCAP hearing. She also requested that the school consider summer renewal options for teachers, and look for 2nd and 3rd grade training that offers strong literacy instruction, such as the Roadmap to Literacy training.</p>
6	<p><b>CONSENT AGENDA ITEMS: Items on Consent Agenda may be approved with one motion and vote for all but without discussion. If an item is to be discussed, it is removed from the Consent Agenda and moved to an Action Item immediately following the Consent Items.</b></p> <p>A. <b>Approval of Minutes*:</b> Minutes from regular meeting April 25, 2024.</p> <p>B. <b>Contract with ExED*:</b> Approval of renewal of contract with ExED and Notice of Terms of Supplement</p> <p>C. <b>Title I Parent and Family Engagement Policy*:</b> Annual approval of policy</p> <p>Margaret made a motion to approve the consent agenda items. Melissa seconded the motion and it was unanimously approved.</p>
7	<p><b>SCHOOL OPERATIONS: Discussion/Action</b></p> <p>A. <b>Budget for 2024-25 fiscal year*:</b> Gavin shared an overview of the draft 2024-2025 budget. Larry Tamayo arrived at 4:40 p.m. and shared his presentation following Item 7B reviewing the budget in detail. The board discussed the possible need for future fundraising as revenue decreases in coming years.</p> <p>B. <b>Public Hearing for Local Control and Accountability Plan*:</b> A public hearing of the LCAP annual update and a review of the draft 2024-2025 plan is scheduled for this evening. There is a survey open to the parent body and another meeting scheduled to gather input on the LCAP. Parents may also attend the June council meeting and share input. Margaret made a motion to open the public hearing to accept public comment on the LCAP. Melissa seconded the motion and it was unanimously approved. Public comment was opened with a limit of 5 minutes. Alicia Cordova shared her comments via Zoom. She requested midyear data on lower school literacy proficiency on fluency, phonics, writing, vocabulary and spelling. Alicia also wants to know what assessment is used to gather data. She additionally requests midyear data on student climate including suspension rates, ELPAC, English language proficiency rates, and the number of students being reclassified. Amy asked for clarification as to which grades Alicia is referring. Alicia responded typically 1st - 3rd grades, but may extend to 4th grade. Shelley stated that in a Waldorf school "reading to learn" begins in 4th grade. Alicia referenced</p>

*the Roadmap to Literacy recommendations from Janet Langley which is to use the CORE reading program for teacher training. Shelley stated that all Journey teachers in the Waldorf teacher training program have completed the Roadmap to Literacy training and have had one-on-one training with Janet Langley and Patti Connolly. Journey teachers also have access to reach out to Janet Langley with questions as needed. Margaret asked if LCAP dashboard graphics could be created, similar to CUSD's graphics. Amy requested a change in Goal 3 to address chronic absenteeism due to student social-emotional concerns. Amy suggested that for Goal 5, the number be presented as a percentage instead of a number. Amy noted that on Page 24, Goal #1, 3rd column looks like a duplicate of the one underneath it. Gavin will make the correction. Amy asked if Title 1 students are being monitored for progress. Gavin explained the variety of assessments that that group of students is closely monitored. A final draft of the LCAP will be presented to the council at the regular June meeting.*

**C. Staffing Plan 2024-2025\*:** *Gavin shared a draft of the staffing plan for the 2024-25 school year including a review of and presented a Non Public Agency agreement for contracted staff services for Special Education.*

*Margaret made a motion to approve the 2024-25 Staffing Plan. Mike seconded the motion and it was unanimously approved. Margaret made a motion to approve the contract for staff services for Special Education services with the dates updated. Melissa seconded the motion and it was unanimously approved.*

**D. Handwork Storage and Outdoor Classroom\*:** *Gavin reviewed preliminary plans and projected expenses for the cost of relocating the handwork program. Margaret made a motion to approve the proposed expenditures related to Handwork relocation including a 40' storage container. Melissa seconded the motion and it was unanimously approved.*

**E. Purchase of Laptop Computers for Student Use\*:** *Gavin shared this proposed purchase which will be reimbursed by approved government funding. Mike made a motion to approve the purchase of student Chromebooks. Margaret seconded the motion and it was unanimously approved.*

**F. Student Information System\*:** *The board reviewed an agreement/ license and fees for AERIES, a student information system, which is required since we are moving out of CUSD's SELPA. Margaret made a motion to allow Gavin to enter into this contract, and approve the cost with training fees not to exceed \$12,000. Melissa seconded the motion and it was unanimously approved.*

**G. ExEd Contract\*:** *Gavin reviewed the proposed additional services by ExED to include CALPADS Data Management and Data Reporting Support Services for state and federal reporting. Margaret made a motion to approve the aforementioned addition to ExED's contract and the related additional fees. Mike seconded the motion and it was unanimously approved.*

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**INFORMATION ITEMS: Reports**

A. **Financial Update\*:** *Larry Tamayo reported on April financials and the state's May Revise. Higher enrollment and higher than budgeted ADA has kept revenues strong. The school's investments are doing well.*

B. **Faculty Update:** *Jeannie Lee shared that 8th grade projects are going well and council members are invited to attend.*

	<p>C. <b>Parent Cabinet Update:</b> <i>There was no Parent Cabinet update.</i></p> <p>D. <b>Administrative Update:</b> <i>There was no administrative update.</i></p>
9	<p><b>CLOSED SESSION:</b> <i>Melissa made a motion to move into closed session. Mike seconded the motion and it was unanimously approved. The board moved into closed session at 5:51 p.m.</i></p> <p>1. <b>Pursuant to Government Code §54957: Public Employee Performance Evaluation, Title: School Executive Director</b></p> <p><b>RECONVENE TO OPEN SESSION:</b> <i>The meeting was reconvened to open session at: 6:08 p.m.</i></p> <p><b>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION</b> <i>The board did not take action in closed session.</i></p>
10	<p><b>Adjournment</b> <i>-The meeting was adjourned at 6:08 p.m.</i></p>

*Agenda publicly posted at Journey School on May 20, 2024.  
And on the school website at [www.journeyschool.net](http://www.journeyschool.net)*

*\*Items that are expected to have back up materials provided prior to or at the meeting are indicate with an asterisk. Other items may also have back up materials provided.*