

VISIONS IN EDUCATION CHARTER SCHOOL

Advisory Board Meeting – June 7, 2005

Minutes

A. The meeting was called to order at 3:36 p.m.

Board members present:

Lindsey Fine Lynda Gantenbein Don Hansen
Mindy Doshier Cindy Olmstead

Paulette Adge, Board Secretary

Guests:

Vince Candido

Absent:

Nonnie Muehlenhaupt Paula Tarpenning Linda Nelson

B. **MINUTES** - The March 16, 2005, minutes were reviewed and amended. The sentence under “Public Concerns” was changed from “no parent concerns” to “no public concerns.” Don Hansen moved to approve the minutes with the amended statement. Lindsey seconded; all in favor.

C. **FIXED AGENDA ITEMS:**

1. **Staff Report:**

- Visions In Education graduation ceremony was held on May 26, 2005, at the Memorial Auditorium. There were approximately 480 students who participated in the ceremony from the 2005 graduating class of approximately 800 students. Parent Don Hansen congratulated the Visions In Education staff for the outstanding graduation ceremony.
- Lynda Gantenbein discussed the new MOU between Visions In Education and the San Juan Unified School District for the 2005/06 school year. As an oversight fee that Visions In Education pays to San Juan Unified School District, Visions agreed to remit to the San Juan Unified School District (SJUSD) up to a maximum of 1% of its applicable annual revenue for monitoring and supervising responsibilities. This fee will be invoiced and charged in November, March, and June. The SJUSD invoices will be detailed. Visions In Education also pays approximately \$550,000 to SJUSD for all other services.
- For the 2005/06 school year, Visions In Education staff will be handling a majority of the accounts payable processes internally.
- The curriculum budget for home school families will be increased to \$1,300 for the 2005/06 school year. Visions In Education will also offer classes in 2005/06 for home school parents on how to teach writing and math.
- Amendments – three charter amendments are moving forward for approval by the San Juan Unified School District Board of Education on Tuesday, June 14, 2005, (a strike through represents a deletion and an italicized word represents a change):

Admissions Requirement Amendment: Students will be considered for admission without regard to ethnicity, national origin, gender, disability, or achievement level. *Admission is contingent upon a student passing a basic reading diagnostic test.* During a student's admission, parents/guardians and the student must complete the proper documentation required for admission, including a "Master Agreement" that specifies the terms of enrollment. Ongoing enrollment is dependent upon compliance with the "Master Agreement."

Admission is open on a first-come-first-served basis up to the enrollment capacity of ~~in~~ the *area in which the student resides and the capacity of the* program. When applications exceed the capacity, a waiting-list system will be used to determine admissions on a first-come-first served basis.

9-12 Independent Student Academy: ~~Because this program~~ *The 9-12 Independent Study Academy* places special emphasis on the value of situated or real-life learning opportunities; *therefore, it is recommended that* students ~~in the 9-12 Independent Study Academy are required to~~ participate in career development, work experience, or community service opportunities. CTs work with the students in developing curriculum that supports situated/real-life learning. In addition, CTs and administrators serve students in the academy by developing authentic relationships between community members and students through the creation of mentor programs.

After the amendments are approved by the San Juan Unified School District Board of Education, the Visions In Education Charter School Charter will reflect these changes.

2. Teacher Concerns:

- Mindy Doshier stated that teachers voiced concerns regarding student capacity. Lynda Gantenbein stated that due to the fluctuating student caseloads, adding an additional four students to full-time teachers and adding two students to part-time teachers is necessary for budget purposes. With benefit costs and retirement costs, Visions In Education must ensure the CT student caseloads remain at the maximum capacity in order to meet all budget obligations. CT caseloads do fluctuate throughout the school year. If CTs are assigned additional students above their caseload, CTs will be compensated for the additional students if a caseload remains above the capacity level for a specific amount of time.

3. Classified Staff Concerns:

- No classified staff concerns were voiced at this meeting.

4. Parent Concerns:

- Don Hansen suggested providing the graduates with a list of the computer items that must be turned in with the computer (such as phone cord, etc.) to SkyQ.
- Does Visions In Education Charter School provide special education services? Lynda Gantenbein stated Visions In Education does offer limited special education services. Visions In Education Special Education Department works with parents to provide ideas and curriculum resources for their students. However, if a special education student requires services daily, Visions In Education would not be the appropriate placement. Parents can contact the Visions In Education's Special Education Department for further information regarding special education services.

- Moot Court – Will Visions In Education participate in the Moot Court competition during the 2005/06 school year? Lynda Gantenbein will discuss Moot Court with Vince Candido and Fred Lamora.
5. Public Concerns:
- No public concerns were voiced at this time.

D. NEW BUSINESS:

1. Summer Issues
 - Visions In Education will be closed during the week of July 4, 2005.
 - Is there a possibility that Visions In Education will provide summer school classes in 2006? Lynda Gantenbein stated that the option of a summer school program would need further discussion due to the budget and staffing issues related to running a summer school program.
2. Grading Policy
 - CTs will provide parents with a grading policy beginning with the 2005/06 school year.
3. Audit Guidelines
 - Due to the recent changes in the California State Department of Education audit requirements for charter schools, each student will be required to log the dates when a learning activity occurs within each learning period. CTs will provide parents with the specific directions for using the attendance sheet throughout the school year.
4. Organizational Changes
 - Vince Candido, Associate Program Administrator, will be responsible for the instructional division. Kathi McCulla, Academy Administrator, will be responsible for accountability, staff development, curriculum, and the learning centers. Academy Administrators in the 9-12 Academy will be Todd Sasano, Linda Roberts, Fred Lamora, and Saideh Malekafzali. Academy Administrators in the Home School Academy will be Sue Oelke and Shirley Boswell. Saideh Malekafzali will continue to oversee the English Language Learner Department.

Minutes read and approved.

Lynda Gantenbein, Chair

Paulette Adge, Board Secretary