

SAN JOSE CHARTER ACADEMY BOARD OF DIRECTORS
MINUTES
REGULAR MEETING
HELD AT 2021 W. ALWOOD ST., WEST COVINA, CA 91790
Elementary Cafeteria

December 10, 2019

5:00 p.m.
Regular Session

I. CALL TO ORDER: 5:02 p.m.

II. OPEN SESSION 5:02 p.m.

- a. Flag Salute
- b. Roll Call

BOARD OF DIRECTORS

Jeff Coronado	<u> x </u>
Tony Song	<u> Absent </u>
Dave Wallach	<u> x </u>
Lisa Avakian	<u> Arrived 5:30 </u>
Matt Smith	<u> x </u>

Superintendent	
Dr. Denise Patton	<u> x </u>

III. PRESENTATIONS - None

IV. BOARD OF DIRECTORS' REPORTS

Anything individual Board members wish to report on since the last meeting.
This may include school events, visits, community events, etc.

V. ITEMS FROM THE FLOOR/PUBLIC COMMENT

Those who wish to address the Board of Directors on any items are requested to fill out a speaker's card and leave it with the Board Chairperson prior to the item being called. Please note: these are given to the Chairperson so that he can call speakers up at the appropriate time. Speakers wishing to address the Board on any matter not on the agenda may do so during "Items from the Floor/Public Comment" section. Please keep your comments to 3 minutes or less and try to not be repetitive. We will hear comments on any one topic for 30 minutes. Under provisions of the Brown Act, the Board is prohibited from taking action on oral requests but may refer the matter to staff or to a subsequent meeting.

VI. BUSINESS SESSION

A. Organizational

1. **#387** Approval of Agenda and Consent items

Moved by Mr. Wallach and seconded by Mr. Smith to approve the agenda and consent agenda with the deletion of Item #4.

Ayes 3 Noes 0 Abstain 0

Coronado x Song Wallach x Avakian Smith x

Consent

2. **#388** Approval of Minutes

Moved by NA Seconded by

To approve the minutes of the regular meeting of November 12, 2019.

Ayes Noes Abstain

Coronado Song Wallach Avakian Smith

B. Education

Consent

3. **#389** Electronic Device Policy Update

Moved by NA Seconded by _____

To approve the updated SJCA Electronic Device Policy

Ayes _____ Noes _____ Abstain _____

Coronado____ Song____ Wallach____ Avakian____ Smith____

4. Report of Information: Classroom Mental/Mindfulness Strategies

Administration will share ways in which classroom teachers use mental/mindfulness strategies to provide classroom instructional breaks.

This item was deleted from the agenda.

5. Report of Information: 10 Reasons SJCA is the Best Place to Be!

Administration shared a draft with the Board and is currently working on the most beneficial way of sharing this informative communication with the school community.

C. Business

Consent

6. **#390** Purchase Orders

Moved by NA Seconded by _____

To approve/ratify listed purchase orders as presented.

Ayes _____ Noes _____ Abstain _____

Coronado____ Song____ Wallach____ Avakian____ Smith____

Consent

7. **#391 Warrant Approvals**

To approve the listed warrants as presented.

Moved by ____NA____ Seconded by ____

Ayes ____ Noes ____ Abstain ____

Coronado____ Song____ Wallach____ Avakian____ Smith____

Consent

8. **#392 Donations**

Moved by ____NA____ Seconded by ____

To approve donations made to SJCA as presented.

Ayes ____ Noes ____ Abstain ____

Coronado____ Song____ Wallach____ Avakian____ Smith____

Consent

9. **#393 Contracts**

Moved by ____NA____ Seconded by ____

To approve contracts as presented.

Ayes ____ Noes ____ Abstain ____

Coronado____ Song____ Wallach____ Avakian____ Smith____

10. Report of Information: 1st Interim PowerPoint

Ms. Andrea Luna, CBO, presented an overview of the 2019-2020 Interim Budget.

11. **#394** 1st Interim Budget

Moved by Mr. Smith and seconded by Ms. Avakian to approve the 2019-2020 1st Interim Budget.

Ayes 4 Noes 0 Abstain 0

Coronado x Song Wallach x Avakian x Smith x

12. **#395** 2018-2019 Audit

Moved by Mr. Smith and seconded by Ms. Avakian to approve the audit of the 2018-2019 school year.

Ayes 4 Noes 0 Abstain 0

Coronado x Song Wallach x Avakian x Smith x

D. Personnel

Consent

13. **#396** Personnel Report

Moved by NA Seconded by

To approve/ratify personnel as presented.

Ayes Noes Abstain

Coronado Song Wallach Avakian Smith

Consent

14. **#397** Revised 2019-2020 Non-Certificated Salary Schedule

Moved by ___NA_____ Seconded by _____

To approve the revised 2019-2020 non-certificated salary schedule.

Ayes _____ Noes _____ Abstain _____

Coronado___ Song___ Wallach___ Avakian___ Smith___

VII. INFORMATION SESSION

1. Board of Directors' discussion
2. Dates to remember
 - Canned Food Drive (Begins Dec. 10th)
 - Padres Contra El Cancer Toy Drive (Begins Dec. 10th)
 - Dec. 14th – SJCA Band participating in WC Kiwanis Christmas Parade
 - Builders Club Working with Kiwanis – Making sack lunches to feed homeless at Sacred Heart Parish.
 - Dec. 17th: Band Concert
 - Dec. 18th: Minimum Day – Dismissal 12:45
 - Dec. 19th – Jan. 5th : Winter Break
 - **Next Board Meeting – Jan. 7, 2020: 5:00 p.m.**

VIII. There being no further business to come before the Board of Directors, the regular meeting of December 10, 2019 is adjourned at 5:42 p.m. by *Chairman Jeff Coronado*.