

**SAN JOSE CHARTER ACADEMY BOARD OF DIRECTORS’  
AGENDA**

**REGULAR MEETING**

**HELD AT 2021 W. ALWOOD ST., WEST COVINA, CA 91790**

**October 1, 2024**

**4:00-5:00 p.m. Closed Session**

**5:00 p.m. Open Session**

**Regular Session**

**I. CALL TO ORDER: \_\_\_\_\_ p.m.**

a. Flag Salute

b. Roll Call

**BOARD OF DIRECTORS**

|                      |                   |  |
|----------------------|-------------------|--|
| SJCA Board Chairman  | Nicole Valdovinos |  |
| SJCA Vice Chairman   | Jeff Coronado     |  |
| SJCA Board Secretary | Tony Song         |  |
| SJCA Board Member    | Dave Wallach      |  |
| SJCA Board Member    | Matt Smith        |  |
| SJCA Board Member    | Monica Farias     |  |

|                          |              |  |
|--------------------------|--------------|--|
| Superintendent-Principal | Erin Shiroma |  |
|--------------------------|--------------|--|

**II. PUBLIC COMMENTS REGARDIING CLOSED SESSION ITEM**

EC 11126 (e)(1) – Anticipated litigation

**III. CLOSED SESSION**

Closed session opened\_\_\_\_\_

Closed session closed \_\_\_\_\_

#### **IV. PRESENTATIONS**

1. The SJCA Board of Directors will be recognizing SJCA's Girl Scout Troop 70221 in honor of their Silver Award service project at SJCA.

#### **V. BOARD OF DIRECTORS' REPORTS**

Items or activities individual Board Directors may wish to report on since their last meeting. This may include school events, visits, community events, etc.

#### **VI. ITEMS FROM THE FLOOR/PUBLIC COMMENT**

For those attending the meeting in person, please submit a "Request to Address the Board" form prior to the meeting. If a participant is attending through Zoom, please follow the instructions below for addressing the Board.

Not more than three (3) minutes are to be allotted to any one (1) speaker, nor more than thirty (30) minutes on the same subject. This portion of the agenda is for presentations to the Board and not a question and answer period where the Board enters into dialogue. If you have questions for the Board, please provide the Board President with a copy and an administrator will provide answers at a later date. Public comments beyond thirty (30) minutes will be at the discretion of the Board President.

Please click the link below to join through Zoom:

<https://sjcharter.zoom.us/j/97079178411?pwd=TXJZc0hycmE3ZXdOU3JRTBVNjVaQT09>

Passcode: 216986

Telephone:

US: +1 213 338 8477

Webinar ID: 970 7917 8411

Passcode: 216986

If you join the webinar by phone to listen in only, please press \*9 to raise your hand.

If you use ANDROID or IOS with a Zoom app., please do the following:

1. Tap MORE, then raise hand
2. The host will be notified that you've raised your hand. When it is your turn to speak, you may be prompted to unmute yourself.
3. Tap MORE again, then LOWER HAND to lower it if needed.

If you use WINDOWS or MAC to access meeting with Zoom, please do the following:

1. Click RAISE HAND in the webinar controls.
2. The host will be notified that you've raised your hand. When it is your turn to speak, you may be prompted to unmute yourself.
3. Click RAISE HAND in the webinar controls to lower it. This will not mute yourself if you are unmuted.

Note:

Windows – You can also use the Alt + Y shortcut to raise or lower your hand.

Mac – You can use the Option + Y keyboard shortcut to raise or lower your hand

## **VII. BUSINESS SESSION**

### **A. ORGANIZATIONAL**

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

**Moved by**

**Seconded by**

To approve the agenda and consent items for the regular meeting of October 1, 2024.

**Ayes**

**Noes**

**Abstain**

\_\_\_ Valdovinos

\_\_\_ Coronado

\_\_\_ Song

\_\_\_ Wallach

\_\_\_ Smith

\_\_\_ Farias

Consent

#### **2. Approval of Minutes**

**Moved by**

**Seconded by**

To approve the agenda and consent items for the regular meeting of September 3, 2024.

**Ayes**

**Noes**

**Abstain**

\_\_\_ Valdovinos

\_\_\_ Coronado

\_\_\_ Song

\_\_\_ Wallach

\_\_\_ Smith

\_\_\_ Farias

### **B. EDUCATION**

#### **3. Report of Information: 2024 SJCA Achievement Data Report**

SJCA Administration will share the school's 2023-2024 achievement data with the Board of Directors.

Consent

#### **4. SJCA Cell Phone Policy**

**Moved by**

**Seconded by**

To approve the SJCA Cell Phone policy.

**Ayes**

**Noes**

**Abstain**

\_\_\_ Valdovinos

\_\_\_ Coronado

\_\_\_ Song

\_\_\_ Wallach

\_\_\_ Smith

\_\_\_ Farias

## **5. Report of Information: SJCA Facilities Needs Assessment**

Mrs. Shiroma will share the recently generated SJCA Facilities Needs Assessment

## **6. Proposition 2 Resolution**

**Moved by**

**Seconded by**

To approve the SJCA Proposition 2 Resolution

**Ayes**

**Noes**

**Abstain**

\_\_\_ Valdovino \_\_\_ Co  
s ronad  
o

\_\_\_ Song

\_\_\_ Wallach

\_\_\_ Smith

\_\_\_ Farias

## **7. November 18, 2024 – Minimum Day**

**Moved by**

**Seconded by**

To approve the conversion of November 18, 2024 to a minimum day.

**Ayes**

**Noes**

**Abstain**

\_\_\_ Valdovino \_\_\_ Co  
s ronad  
o

\_\_\_ Song

\_\_\_ Wallach

\_\_\_ Smith

\_\_\_ Farias

## **C. BUSINESS**

Consent

### **8. Purchase Orders**

**Moved by**

**Seconded by**

To approve/ratify listed purchase orders

**Ayes**

**Noes**

**Abstain**

\_\_Valdovinos

\_\_Coronado

\_\_Song

\_\_Wallach

\_\_Smith

\_\_Farias

Consent

**9. Warrants**

**Moved by**

**Seconded by**

To approve/ratify listed warrants.

**Ayes**

**Noes**

**Abstain**

\_\_Valdovinos

\_\_Coronado

\_\_Song

\_\_Wallach

\_\_Smith

\_\_Farias

Consent

**10. Donations**

**Moved by**

**Seconded by**

To approve/ratify listed donations

**Ayes**

**Noes**

**Abstain**

\_\_Valdovinos

\_\_Coronado

\_\_Song

\_\_Wallach

\_\_Smith

\_\_Farias

**11. Contracts**

**Moved by**

**Seconded by**

To approve/ratify listed contracts

**Ayes**

**Noes**

**Abstain**

\_\_Valdovinos

\_\_Coronado

\_\_Song

\_\_Wallach

\_\_Smith

\_\_Farias

**D. PERSONNEL**

Consent

**12. Personnel Report**

**Moved by**

**Seconded by**

To approve/ratify the Personnel Report as presented.

**Ayes**

**Noes**

**Abstain**

\_\_\_ Valdovinos

\_\_\_ Coronado

\_\_\_ Song

\_\_\_ Wallach

\_\_\_ Smith

\_\_\_ Farias

Consent **13. Business Coordinator II Job Description**

**Moved by**

**Seconded by**

To approve the newly created Business Coordinator II Job Description

**Ayes**

**Noes**

**Abstain**

\_\_\_ Valdovinos

\_\_\_ Coronado

\_\_\_ Song

\_\_\_ Wallach

\_\_\_ Smith

\_\_\_ Farias

Consent **14. Non-Certification Salary Schedule Update**

**Moved by**

**Seconded by**

To approve the updated non-certificated salary schedule.

**Ayes**

**Noes**

**Abstain**

\_\_\_ Valdovinos

\_\_\_ Coronado

\_\_\_ Song

\_\_\_ Wallach

\_\_\_ Smith

\_\_\_ Farias

## **VIII. INFORMATION SESSION**

1. Board Member Discussion
2. Dates to remember and other updates:

| <b>DATE</b>                             | <b>EVENT</b>                                                                                                                    |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Oct. 2 <sup>nd</sup>                    | Custodian Appreciation Day                                                                                                      |
| Oct. 3 <sup>rd</sup> – 16 <sup>th</sup> | Walk-A-Thon Drive                                                                                                               |
| Oct. 7                                  | Local Holiday - No School                                                                                                       |
| Oct. 22 <sup>nd</sup>                   | Vision & Hearing Screening – 2 <sup>nd</sup> , 5 <sup>th</sup> & Special Ed.<br>8:15 4 <sup>th</sup> Grade Core Values Assembly |
| Oct. 23 <sup>rd</sup>                   | 12:30 7 Habits Workshop                                                                                                         |
| Oct. 24 <sup>th</sup>                   | 8:15 1 <sup>st</sup> Grade Core Values Assembly                                                                                 |
| Oct. 25 <sup>th</sup>                   | 8:15 5 <sup>th</sup> Grade Core Values Assembly                                                                                 |

|                       |                                                                                                                         |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------|
|                       | 5:00 Junior Academy Term 1 Dance                                                                                        |
| Oct. 28 <sup>th</sup> | Red Ribbon Week<br>SELPA Arts Festival                                                                                  |
| Oct. 29 <sup>th</sup> | 8:15 3 <sup>rd</sup> Grade Core Values Assembly<br>2:00 Fentayl Presentation (7 <sup>th</sup> & 8 <sup>th</sup> )       |
| Oct. 31 <sup>st</sup> | Halloween – Character Dress Up Day                                                                                      |
| Nov. 1 <sup>st</sup>  | First Day of American Indian Heritage Month<br>8:15 2 <sup>nd</sup> Grade Core Values Assembly<br>12:45 Early Dismissal |
| Nov. 3 <sup>rd</sup>  | Daylight Saving                                                                                                         |
| Nov. 4 <sup>th</sup>  | Beginning of Term 2                                                                                                     |
| Nov. 5 <sup>th</sup>  | Election Day                                                                                                            |
| Nov. 8 <sup>th</sup>  | SJCA Veterans’ Day Celebration                                                                                          |
| Nov. 11 <sup>th</sup> | No School – Veterans’ Day                                                                                               |
| Nov. 12 <sup>th</sup> | SLC Minimum Week – Early Dismiss (12:45)<br>5:00 Board of Directors’ Meeting                                            |

**There being no further business to come before the Board of Directors,  
the regular meeting of October 1 is adjourned at \_\_\_\_\_ p.m. by**  
\_\_\_\_\_.