

SAN JOSE CHARTER ACADEMY

BOARD OF DIRECTORS

REGULAR MEETING AGENDA



2021 W. Alwood St., West Covina, CA 91790 | **DATE:** August 4, 2026 | 5:00 p.m.

NOTICE OF MEETING — LEGAL COMPLIANCE

This agenda was posted at least 72 hours prior to the meeting in a publicly accessible location and on the SJCA website, in compliance with the Ralph M. Brown Act (Gov. Code §54950 et seq.) and Ed. Code §47604.1 (SB 126, 2019). Agenda materials are available for public inspection at the school office during regular business hours.

In compliance with the Americans with Disabilities Act (ADA, 42 U.S.C. §12132), persons with disabilities needing accommodations should contact the school office at least 48 hours prior to the meeting.

I. CALL TO ORDER

Called to order at: **5:04** p.m.

II. OPEN SESSION

- a. Flag Salute
- b. Roll Call

BOARD MEMBER	PRESENT / ABSENT
Tony Song – Board Chairman	☐ Present ☒ Absent
Dave Wallach – Vice Chairman	☒ Present ☐ Absent
Matt Smith – Board Secretary	☒ Present ☐ Absent
Nicole Valdovinos – Board Member	☒ Present ☐ Absent
Monica Farias – Board Member	☒ Present ☐ Absent (Zoom)
Erin Shiroma – Superintendent-Principal	☒ Present ☐ Absent

III. PRESENTATIONS

1. Recognition of SJCA Custodians - **Ms. Shiroma**

Administration recognizes the SJCA Custodial Staff for their outstanding work throughout the summer, including deep cleaning classrooms, maintaining grounds, and preparing all facilities to ensure a safe, welcoming environment for students and staff for the start of the school year.

IV. 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.

Mr. Smith thanked Ms. Shiroma for bringing the Custodial Staff and said it was good to see them.

Mr. Wallach agrees with Mr. Smith regarding the custodial staff.

Mrs. Valdovinos has nothing to share or report.

V. ITEMS FROM THE FLOOR / PUBLIC COMMENT

Not more than three (3) minutes per speaker, nor more than thirty (30) minutes on the same subject. This portion of the agenda is for presentations to the Board and is not a question-and-answer period. Members of the public may address the Board on any item within its jurisdiction, including non-agenda items.

There was no public comment.

Zoom Access:

Meeting Link: <http://bit.ly/SJCABoardMeeting>

Passcode: 216986

Phone: 213.338.8477 | Webinar ID: 970 7917 8411

VI. BUSINESS SESSION

A. ORGANIZATIONAL

1. Approval of Agenda and Consent Items

To approve the agenda and consent items for the regular meeting of August 4, 2026

Motion	Moved by: Mr. Smith	Seconded by: Mrs. Valdovinos	__Song __x_Wallach __x_Smith __x_Valdovinos __x_Farias
Final Resolution	Ayes: 4	Noes: 0	Abstain:

2. Approval of Minutes

To approve the minutes for the regular meeting of June 23, 2026.

Motion	Moved by: Mrs. Valdovinos	Seconded by: Mr. Smith	__Song __x_Wallach __x_Smith __x_Valdovinos __x_Farias
Final Resolution	Ayes: 4	Noes: 0	Abstain:

B. EDUCATION

3. Report of Information: Facilities Enhancement Update

Presenter: Erin Shiroma

Updates to SJCA Facilities of summer projects, Proposition 2 HVAC project, and NWN Physical and Cybersecurity Updates

1. **WCUSD completed Resource Center outdoor wall painting, color is very distinctive.**
2. **Front Office - Hallway Flooring has been completed.**
3. **Student Boys Restrooms- WCUSD started changing out waterless urinals.**
4. **RC Portable Ramps - WCUSD has been made aware, project is still on hold. Jensen is committed to replacing ramps.**
5. **Cisco & NWN Project - Estimated timeline 6 months, Kickoff Call will be on Monday 8/3/26.**
6. **Furniture - All Elementary , Grades TK-5th will receive new classroom chairs before the start of the school year.**
7. **Prop 2 Energy Saving - We have started the RFQ Process with School Leaders facilitating**

4. Report of Information: SJCA Kickoff for 2026-2027

Presenter: Erin Shiroma, Superintendent-Principal

Board will be provided with information on the 2026-27 professional development activities for staff.

**Ms.Shiroma will welcome all staff back, this year's motto " Rising Together".
Campus will be open on Saturday 8/8/26 and 8/9/26 for teachers to work on their classroom set up.**

5. Report of Information: Wellness Policy

Presenter: Arleen Lemus, Administrator, Student Services

Board will be provided with an update on the school's Wellness Policy.

Ms.Lemus provided a handout of updates on Wellness Policy. She meet with Mr. Song to provide her with feedback.

6. Report of Information: SJCA Student Handbook **[CONSENT]**

Presenter: Arleen Lemus, Administrator, Student Services

To approve the proposed updates to the 2026-2027 Student Handbook

7. AI Policy Update

Presenter: Jason Cabrera, Chief Technology Officer

To approve proposed updates to SJCA's Artificial Intelligence Policy in preparation for the 2026-2027 school year.

Mr.Cabrera provided a handout with updates to SJCA AI Policy that include new state guidance, a never to do list and privacy protections.

Motion	Moved by: Mr.Smith	Seconded by: Mrs.Valdovinos	___Song __x_Wallach __x_Smith __x_Valdovinos ___x Farias
Final Resolution	Ayes: 4	Noes: 0	Abstain:

C. BUSINESS

8. Purchase Orders **[CONSENT]**

Presenter: Andrea Luna, CBO

To approve/ratify listed purchase orders.

Motion	Moved by:	Seconded by:	___Song __Wallach __ Smith __Valdovinos __ Farias
Final Resolution	Ayes:	Noes:	Abstain:

9. Warrants **[CONSENT]**

Presenter: Andrea Luna, CBO

To approve/ratify listed warrants.

Motion	Moved by:	Seconded by:	___Song __Wallach __ Smith __Valdovinos __ Farias
Final Resolution	Ayes:	Noes:	Abstain:

10. Contracts

Presenter: Andrea Luna, Chief Business Officer

To approve/ratify contracts as presented.

Motion	Moved by: Mr.Smith	Seconded by: Mrs.Valdovinos	___Song __x_Wallach __x_Smith __x_Valdovinos __x_Farias
Final Resolution	Ayes: 4	Noes: 0	Abstain:

11. Procurement Policy of School-Branded Spirit Wear for Staff

Presenter: Erin Shiroma, Superintendent-Principal

Approval of the School-Branded Spirit Wear for Staff Procurement Policy.

Motion	Moved by: Mrs.Valdovinos	Seconded by: Mr.Smith	☐ Song ☒ Wallach ☐ Smith ☒ Valdovinos ☒ Farias
Final Resolution	Ayes: 4	Noes: 0	Abstain:

12. July Budget Update of Offsetting to Fund Balance Entry

Presenter: Andrea Luna, Chief Business Officer

Ashley Oliva, Delta Managed Solutions (DMS) services will present information related to the July offsetting to the presented 2026-2027 budget.

Motion	Moved by: Mrs.Valdovinos	Seconded by: Mr.Smith	☐ Song ☒ Wallach ☐ Smith ☒ Valdovinos ☒ Farias
Final Resolution	Ayes: 4	Noes: 0	Abstain:

D. PERSONNEL

13. Personnel Report **[CONSENT]**

Presenter: Andrea Luna, Chief Business Officer

To approve/ratify the personnel report as presented.

Motion	Moved by:	Seconded by:	☐ Song ☐ Wallach ☐ Smith ☐ Valdovinos ☐ Farias
Final Resolution	Ayes:	Noes:	Abstain:

VII. INFORMATION SESSION

1. Board of Directors' Discussion

[Space for Board discussion items, follow-up, or strategic planning topics.]

Board had nothing to discuss at this time.

2. Dates to Remember and Other Updates

DATE	EVENT
08.05.26	Staff Kickoff
08.11.26	SJCA Health Fair
08.12.26	First Day of School Back to School Night: TK+Kindergarten
08.24.26	Back to School Night: Elementary
08.17.26	Back to School Night: Primary
08.18.26	Back to School Night: Junior Academy
08.24.26	New Family Orientation
08.31.26	PTO meeting
09.22.26	Picture Day

09.10.26 Board Meeting

09.08.26 WCUSD Board Meeting

IX. ADJOURNMENT

There being no further business to come before the Board of Directors, the regular meeting of August 4, 2026 is adjourned at 6:58 p.m. by Mr. Wallach.