

Arroyo Vista Charter School
T.E.A.M. Council Meeting Minutes
October 22, 2020

1. Call to Order

Arnold called the meeting to order at 4:02 pm.

Staff Voting

Leticia De Los Santos
Arnold Fenton
Jane Glickman
Dawn Gregory
Ann Marie Kolaric (A)
Melanie Jimenez
Magaly Lawson
Hilary Remsbottom

Parent Voting

Carolina Santiago (A)
Gabriel Martin (A)
Eve Harrison (A)
Kellie Johanson (A)
Jacqueline Gonzalez
Fernanda Rugama
Jessica Neamon

Staff Alternates

Jenny Ingram (A)
Yesenia Mendoza (A)
Lauren Shepherd

Parent Alternates

Karla Chinn
Mellinda Barajas (A)
Cindy Saenz (A)

Administration/Non-Voting

Kristin Baltierra
Juan C. Ricoy

2. Pledge of Allegiance

Arnold led the TEAM Council in the Pledge of Allegiance.

3. TEAM Council Position Elections (Action)

Leticia moved to approve having TEAM Council position elections, seconded by Arnold. Leticia nominated Arnold for chair, seconded by Dawn. Jessica Neamon self-nominated for vice chair. Lauren was suggested as a possible secretary. The position of secretary will be officially elected at the next TEAM Council meeting. There was no discussion and the motion carried.

4. Approval of Agenda

A copy of the meeting agenda was shared with the TEAM Council. A request was made to amend the agenda. Jane moved to approve an amendment, seconded by Dawn. Juan wanted to add an action item to approve a job description for a student supervision position. There was no discussion and the motion carried.

5. Approval of the Minutes of September 24, 2020

A copy of the minutes from the September 24, 2020 was shared with the TEAM Council. Jane moved to approve the minutes, seconded by Jessica. There was no discussion and the motion carried.

6. Targeted Feedback Institute for AP, Kristin Baltierra (10/27-29/2020; virtual) (Action)

Leticia moved to approve the training, seconded by Arnold. Juan shared that this is a training for administrators to provide feedback to teachers put on by the SDCOE. It is a non-evaluative way to provide feedback to teachers to help them improve their craft. Juan shared he previously attended this training. The total cost for this training is \$275. Dawn asked if this solely an administration training and if there would be a possibility of peer feedback. Juan shared it is

something they want to consider for peer feedback, especially with ILT. Arnold asked if Juan thinks this training is worth the investment. Juan shared that he thinks it is worth the investment and there could be a possibility of addressing distance learning during this training. Leticia asked if this training would also be beneficial to staff members pursuing administrative credentials and/or other teachers who would be interested. Juan shared this training is not solely for administration but could be worth looking into for teachers in the future. There was no further discussion and the motion carried.

7. Student Supervision Job Description (Action)

Jane moved to approve having a discussion about the item, seconded by Leticia. Leticia shared that Mr. Louis has been considered to be a full time employee for AVCS, given the range of opportunities and roles he has taken on at our campus. Leticia revised the job description from the district (changed the title to student supervisor and included a note that other duties as assigned is now part of the description) and created a possible schedule for this position. She also read out the new description to the TEAM Council. Jane asked if this would make Mr. Louis a district employee or a charter employee. Juan shared this would make him a charter employee. There was a conversation that some classified staff members at AVCS were changed from district employees to charter employees without their knowledge. Jorge Mora shared that it can be a bit of a gray area in terms of determining if employees are district or charter. Lauren asked if we would be going through a full process of hiring for this position or if we are specifically creating the position for Mr. Louis without opening it up to others given the public education setting. Jorge Mora said the typical route is that a job description would have to be approved by the school board, posted, and then interviews would be conducted. Jorge also shared about the process for employee reclassification. Jane asked if we are moving to reclassify Mr. Louis. Arnold said we are looking at approving the job description that is going to be posted. Lauren asked if the TEAM Council could see the job description in full before moving to fully approve the description. Juan shared a copy of the entire job description with the TEAM Council. Arnold again clarified that we are only approving the wording of the job description. Jane clarified that if we added additional people under this job description that they would be charter employees. There was no further discussion and the motion to approve the job description carried.

8. TEAM Council Bylaw Revision/Alignment Suggestions (Information)

Arnold shared that at our previous TEAM Council meeting that we needed clarification and alignment on our TEAM Council bylaws. Jane shared that Element B of our charter allows us to change the bylaws, but not our charter. Jane shared we would need to go back and look at Element D first. Juan shared that we would need to look at Article 3, section 2. Jane asked to also look at section 4. Section 2 focuses on terms of office. Jane asked if we would vote members in as voting or non-voting. There was clarification that the bylaws say the first year is a non-voting year, and the remaining two years are voting years. Element D calls out that TEAM Council is made up of 4 certificated staff members and one SLT representative and 7 parents. Juan shared by our next meeting, we would have a revised version of Section 2 that will be sent out early so members have adequate time to review before discussing. Jane shared that in Article 3, Section 4 it states any member that is absent for more than 3 months and the importance of attendance at TEAM Council meetings moving forward, especially with the charter revision coming up. Jane shared that the wording doesn't need to be changed, but should be adhered to moving forward. Juan said the adjustment for Article 3, Section 2 will be shared with the TEAM Council soon so that we can vote to approve at the next TEAM Council meeting. Karla asked for clarification on

her role as an alternate. Arnold shared that because we needed quorum, as an alternate she would be a voting member for today's meeting.

9. Charter Renewal Dates (Information)

Juan shared that a timeline has been created for the charter renewal process. Juan shared his screen to show a copy of the timeline with the TEAM Council. Arnold shared that Jane already sent a survey to staff so that staff buy-in could be established. A vertical charter renewal team was created and there will be share outs moving forward as the renewal team continues to meet. Karla asked how parents and community are notified or involved in providing input. Arnold shared the team is working on creating a way to have high involvement. Karla asked if we should anticipate big changes. Jane shared that we want to continue being a high performance school and the charter needs to be polished up given that it is almost 20 years old now, but that we would not be starting from scratch. Jacqueline asked if in future TEAM Council meetings we could have a standing agenda item to hear updates on the charter renewal process. Juan shared that it would be helpful to frequently share on the charter renewal process with TEAM Council moving forward.

10. DAC/DELAC Report (Information)

Jacqueline shared about the recent DAC/DELAC meeting, including that there is currently an issue with quorum for the district DAC/DELAC meetings. Jacqueline shared that Dr. Escobedo shared about pushing back the October 26 reopening and are looking at a chart by zip code at how the number of cases are increasing. Jacqueline shared that the English Learner Identification and Assessments will continue between February and March and will accommodate given distance learning.

11. Principal's Report (Information)

Juan shared information on a few of topics with the TEAM Council.

- a. Charter Renewal: This was discussed as an information item previously in the TEAM Council meeting.
- b. Middle School Distance Learning Support: Distance learning support will be extended now to the middle school students at AVCS. There will be no more than 16 students in a room. Students will be monitored by a student supervisor and an administrator. This could start as soon as 10/26. The priorities would go by student needs, grade, IEP, or 504. Arnold asked what entrance the middle school students would be using. Juan shared that the fire line gate would be used for the middle school students. Arnold asked if parents who are essential workers would be given priority as well. Juan shared that academic support is the main focus for middle school right now.
- c. Connecting with Students: The AVCS Staff is currently brainstorming ways to engage in more connections with students as a whole school. Some current ideas include morning broadcasts and the variety show.

12. Public Communication (Information)

Arnold shared that no public communication items were submitted prior to the start of this TEAM Council meeting.

13. Future Agenda Items

The next meeting is scheduled for November 19, 2020. Future agenda items include reading and reviewing Element D, a charter renewal update, and finalizing the election of secretary.

14. Adjournment

Jane moved to adjourn the meeting, seconded by Leticia. There was no discussion and the motion carried. The meeting adjourned at 5:31 pm.

PENDING APPROVAL