

Arroyo Vista Charter School
T.E.A.M. Council Meeting Minutes
December 12, 2020

1. Call to Order

Arnold Fenton called the meeting to order at 4:31pm.

Staff Voting	Parent Voting	Staff Alternates
Leticia De Los Santos	Carolina Santiago	Jenny Ingram
Arnold Fenton	Gabriel Martin	Yesenia Mendoza
Jane Glickman	Eve Harrison	Lauren Shepherd
Dawn Gregory	Kellie Johanson	
Ann Marie Kolaric	Jacqueline Gonzalez	Parent Alternates
Melanie Jimenez	Fernanda Rugama	Karla Chinn
Magaly Lawson (A)	Jessica Neamon	Mellinda Barajas
Hilary Remsbottom		Cindy Saenz
		Administration/Non-Voting
		Kristin Baltierra
		Juan C. Ricoy

2. Pledge of Allegiance

Arnold Fenton led the TEAM Council in the Pledge of Allegiance.

3. Approval of Agenda (Action)

Melinda Barajas motion to approve. Eve Harrison seconded. Motion carried unanimously.

4. Approval of the Minutes of October 22, 2020 (Action)

Dawn Gregory motioned to approve. Arnold Fenton seconded. Motion carried unanimously.

5. Approval of the Minutes of November 19, 2020 (Action)

Karla Chinn motioned to approve. Fernanda Rugama seconded. Motion carried unanimously.

6. School Safety Committee Announcement (Information)

Revisions happening and will be discussed at the next meeting.

7. LCFF Budget Overview for Parents (Action)

Learning Continuity Plan had to be compiled with the district (e.g., status of federal money to mitigate learning loss and how we are targeting students). Detailed plan is posted on the ACVS website. Team Council needs to approve the budget report by December 15, 2020. Detailed LCP is on the ACVS website. Voting to approve submitting this form. Arnold Fenton motioned to approve. Lauren Shepard seconded. Motion carried unanimously.

- ***ACTION ITEM: Juan Ricoy will send the itemized list of Learning Continuity Plan (LCP) expenditures.***

8. Site-Funded Positions (Action)

Lauren Shepard motioned to have discussion. Melinda seconded.

Due to drop in student enrollment, LCAP funds were reduced by 20% (\$65,000). Council must provide recommendation to HR so adequate notice can be provided to staff about eliminations and/or reductions. There is a possibility that once budget is approved, reductions may not need to be applied. Below is summary of the recommendations.

Laura Shepard motioned to accept the recommendation. Jessica Neamon seconded. The motion carried unanimously.

POSITION	RECOMMENDATION	SAVINGS
Middle School Secretary	Change position to Clerk II position or reduce Middle School Secretary by 1 day	(\$15,000)
Parent Liaison	Table conversation and collect data to determine how to address.	\$0
Library Tech	Reduce to district allocation (~10.5 hours)	(\$46,000)
Computer Support Tech	Maintain As-Is	\$0
Student Supervision	Split so that district pays for it by \$7K. Supervision needs to be looked at more heavily. Salary stays the same.	(\$ 7,000)
Dual Instructional Assistant	Maintain As-Is	\$0
El Instructional Assistant	Maintain As-Is	\$0
		(\$68,000)

Middle School Secretary

- 174 students in the middle school.
 - Is this really a Clerk Typist II.
 - This is only a 6 hour a day position. Not 8 hours. Is there enough work to justify another secretary?
 - Maella was a clerk typist but the position was eliminated at the district level
 - Clerk typist must be a site funded position (\$50K).
 - Primary responsibilities in the ACVS description are not middle school secretary. They fall into clerk typist.
 - **OPTIONS: Position should be converted turned into a Clerk Typist II (\$50K) or reduce hours of the Middle School Secretary.**
- Parent Liaison (\$50K)
 - This position will not go forward in the MOU if eliminated.
 - Salary seemed out of lined with other similar Instructional Assistants, Parent Liaisons
 - \$55 per hour vs. \$17 per hour (district classified salary).

- Licensed mental health practitioner earns \$40
 - Helps connect families with support.
 - Current liaison (Mrs. Real) has supported kids socially and educationally. Position helps connect families with support. Has spent more time with students than parents.
 - Liaison holds a Pupil Services License.
 - Supports STEAM activities. Eastlake education foundation created an event for ACVS due to the parent liaison.
 - Parent LIasion increases student engagement, and makes ACVS stand out different which is needed for charter credentialing.
 - **OPTIONS: (A) Readjust the salary but if the existing person resigns then the role disappears. (B) Hire a licensed mental health practitioner for less than \$55, but would lose STEAM work and parent resource.**
 - **NEXT STEPS: Collect data about effectiveness and utilization before making a decision.**
- Library Media Tech
 - Not credentialed position. Kids can't be alone with Tech in the library.
 - Reduce the hours.
 - Can't reduce the pay.
 - Can't change the description but verbiage about GATE support may have been added to justify higher pay.
 - Teachers can take their kids to the library themselves.
 - **OPTION: Reduce the days from 5 days to 3 days. Everyday reduced saves ~\$13K.**
 - Computer Support Tech
 - Stay as is.
 - Need a tech because it's a nightmare without someone on site. Even when we're instructing in person, teachers will continue to need the support.
 - Everyone is in support of leaving this position alone.
 - Student Supervision
 - Noon duty supervisor and Student Supervision job descriptions are essentially the same.
 - Pay is not aligned (\$19K for student supervision).
 - Are we creating the job for a person? Is there a need?
 - Overestimates when kids are out in the am (before school) and recess supervision.
 - Not sure if copy room duties is necessary.
 - HR wants schools to do less time carding which is a reason why full time role is being created.
 - Needs to include early morning supervision (7:30am)
 - Students need to build relationship
 - Need a parking lot supervision in the morning and afternoon
 - Noon duties make \$15.00 an hour.

- ***OPTIONS: A: Reduce time by half. B: Split the Student Supervision with a Nonn Supervison and make it part of the district allocation. Would save \$7K. Salary would remain the same.***

- Dual Instructional Assistant
 - There is a person already in the position.
 - LCAP expenditure - \$18,500
 - The DIA works in the classroom in the dual immersion classrooms
 - ***OPTION: NO CHANGE. INSTRUCTIONAL POSITIONS ARE NEEDED.***

- EL Instructional Assistant
 - Staff not aware about ELIAs.
 - 127 ELIAS (100% LCAP) includes testing, initial assessments, and small groups
 - ELIA works with English learners
 - ***OPTION: NO CHANGE. INSTRUCTIONAL POSITIONS ARE NEEDED.***
 - ***NEXT STEP: Discuss equity and usage regarding ELIAs at the next meeting.***

9. Principal's Report (Information)

Juan Ricoy wished everyone a wonderful holiday and thanked for your time and hard work.

10. Public Communications (Information)

Arnold Fenton received no public communications as of 4:29PM.

11. Adjournment

Arnold Fenton moved to adjourn the meeting. Karla Chinn seconded the motion. The meeting adjourned at 6:39pm.