



EQUITY AND EXCELLENCE FOR ALL STUDENTS

NOTICE OF MEETING OF BOARD OF DIRECTORS

Thursday, January 30, 2014 • 7:00 pm • Room: 7th Grade Room

Old Town Academy K-8 Charter Governance Board

- Mr. Chris Celentino, Chair
- Ms. Anna Sick, Secretary
 - Mr. Tom DeSanto
 - Mr. Hunter Hawkins
- Mrs Mireille DesRosiers-Kutchuk

OLD TOWN ACADEMY OFFICE – CONTACT INFO

Tom Donahue, Executive Director

Caren Kamanski, Office Manager

School Phone/FAX: 619-574-6225/619-683-2096 • **School Website:** OLDTOWNACADEMY.ORG

Instructions for Presentations to the Board by Members of the Community

Old Town Academy K-8 Charter School (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all community members: www.oldtownacademy.org
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.”
3. “Oral communications” is set aside for members of the community to raise issues that are not specifically on the agenda. However, due to public meeting laws (Brown Act), the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen requested agenda item.
4. With regard to items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to (3) minutes when the Board discusses that item.
5. Community members may request (“Community Member Agenda Request Form”) that a topic related to school business be placed on a future agenda. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.

I. Preliminary

A) Call to order. Meeting was called to order by the Board Chair at _____.

B) Roll Call

Board Members: Name, Role	Present	Absent
Mr. Chris Celentino, Chair		
Ms. Anna Sick, Secretary		
Mr. Tom DeSanto		
Mr. Hunter Hawkins		
Mrs Mireille DesRosiers-Kutchuk		
* * *		

School Staff:		
Thomas Donahue, Executive Director		
Caren Kamanski, Office Administrator		

C) Welcome and Introduction of Members by Board Chair. Overview of Responsibility of Governing Board, Meeting Procedures, Brown Act

II. Consent Agenda – 5 minutes

A) Approval of Minutes

- i. Minutes from prior Board meetings.

III. Communications – 15 minutes

A) Oral Communications: Non-Agenda Items - Individuals who have submitted a Request to Speak Form will be allowed a three (3) minute presentation regarding non-agenda items. The oral communications segment of the meeting will not exceed 15 minutes. According to the California Public Meeting Laws (Brown Act), the Board will not respond or take action regarding public presentations. However, the Board may give direction to staff members following a presentation.

B) Board/Staff Discussion: Board and Staff discuss items of mutual interest

IV. Information Items

A) Exec Director's Report. 40 min

- **Testing/Assessment:**

- Update on MAP Testing Program; CST Science Prep for 5th and 8th Grade
- “School Quality Snapshot” Report Card Released

- **iPad “Learning Worlds” Project.**

- Preview of **New Learning Apps for iPads:** Early Reading, Math, Programming/Robotics, Foreign Language, History/Civics, Music, and Science.
- Prop Z Dividend: 4 iPads now dedicated permanently to every classroom.
- Possible iPad Related Fundraising Targets for 2014 Wine & Dine:
 - K-3 & K-8 iPad Learning Worlds (@\$5000 for each floor);
 - Option to upgrade to 15 iPads per classroom (50/50 model),
 - Option to upgrade to one iPad per student— Learning World controlled by OTA.

- **Academic Programs & Classroom/Lab News:**

- (1) Update on Athletic Programs: Football, YMCA Soccer, Presidio Basketball, Volleyball (2) Update on second Semester Electronics/Robotics/Programming program; (3) Update on OTA Orchestra (Violins/Taylor Guitars/Voice) initiative (4) Update on ST Math/IXL Math/ThatQuiz/TAPS with Singapore Math Bar Models

- **Prop Z (Facilities Bond) Report:**

- Architect Working on (a) Tenant Improvement/Facilities Plan and (b) Building Purchase Plan

- **Campus Purchase Project Update:**

- Sale of 2120 Building and Parking Lot Parcel to Acre Corporation is in non-rerundable stage.
- Landslide/Hill Retaining Wall Update: Hill is unstable and will need to be shored up; Acre Corp has done soil study and made preliminary estimates.
- Outline of new lease agreement: Tenant Improvements; Help from Landlord with Energy Efficiency Grants, ERate Internet Grants; etc.; Solar Power for Roof, etc.
- Offer to join Trivalley Charter Maintenance Org for academic and economic benefits to Old Town Academy.

B) Treasurer's Report: 30 min

- **OTA Financial Report Through Dec 1.**
- **Yearly Independent Auditors Report**

C) OTA Foundation Representative: 15 min.

- Wine & Dine Preview.
- Volunteer Recruiting

D) Office Manager Report: 15 min

- Open Enrollment Period/2014-2015 Lottery Update:
The 2014-2015 Open Enrollment Period will open February 4 and end March 14. **2014-2015 Applications will be available to download on this website after Feb 4.** Since we receive far more applications than the available spots, a **public Lottery will be held in April.** All applications received during the Open Enrollment Period will be entered in the Lottery.
- Second Quarter Attendance/ADA Report:
 - Average Daily Attendance Stats
 - Report on Contract Work for Absent Students
- Upcoming School Audits & Compliance Requirements:
 - Yearly District Audit Scheduled
 - One-time Public Charter School Grant Program Audit (Charter School Development Center)
- Insurance (Health/Liability) Savings
 - Worked with TriValley Learning Corporation to reduce OTA premiums

V. Action Items

1. Approve Final Common Core Teacher Training & Curriculum Update Plan.
Approve Yearly Independent Audit from Wilkinson Hadley King & Co. LLP.
2. Approve Spending Purchases from OTA Financial Report/s.
3. Form Committee/Schedule Special Board Meeting to Consider Offer to Join TVLC (charter school maintenance organization).
4. Resolutions Thanking: CCA for littleBITS (electronic kits) donation; Henderson Foundation for \$5000 donation.

VI. Closed Session:

- Personnel Report