



Equity and Excellence for All Students

# Old Town Academy K-8 Charter School Minutes of the Regular Board Meeting

## MEETING LOCATION

Old Town Academy, 7<sup>th</sup> Grade Room  
2120 San Diego Avenue, San Diego, CA 92110  
**Wednesday, May 17, 2017, 6:00 p.m. PDT**

## TELECONFERENCE LOCATION

DoubleTree by Hilton-Main Lobby  
120 South Los Angeles Street  
Los Angeles, CA 90012

### 1. Call to order

A regular meeting of the Old Town Academy K-8 Charter School Board of Directors, held at 2120 San Diego Avenue, San Diego, CA 92110 on Wednesday, April 19, 2017, was called to order by Ken Morris at 6:03 p.m. The Pledge of Allegiance was led by OTA 2<sup>nd</sup> graders, Elle Acuna and Abby Berlin.

Board Member	Present	Absent
Kenneth Morris, President	X	
James Gartland, Vice President	X	
Ryan Callan, Treasurer	X	
Cathie Berlin, Secretary	X	
Jon Centofranchi, Principal	X	
Gabriel Solis, Teacher Seat	X	
Sarah Ozeroff, Member	X	
Chris Celentino, Member**	X	
Christopher Cole, Member	X	
Mark Burgess, Member	X	
Elio Celentino, Student Member (non-voting)*		X
Emma Denton, Student Member (non-voting)*	X	

\*Eighth grade students will be sharing one position, which is a non-voting position

\*\*participated via teleconference from 6:03 to 6:23, and then again during closed session.

10 of 10 Voting Board members were present at roll call, constituting a quorum.

Members of the public in attendance:

- Elle Acuna
- Clark Acuna
- Courtney Miklusak
- Cade Acuna
- Kate Swanson
- Dimitri Jones
- Matt Berlin
- Lexi Berlin
- Abby Berlin
- Rose Denton
- Bob Hamm
- Monika Hanft
- Maya Houry
- Nathalie Hirsch
- Delano Jones

## **2. Public Comments/Correspondence**

Presentation made by geography professor and 2<sup>nd</sup> grade parent, Kate Swanson, regarding an Environmental seminar she conducted in the 2<sup>nd</sup> grade class on Earth Day. The students wrote letters to the president of the United States and copies were provided to parents upon request. One of these letters, written by Elle Acuna, prompted a generous donation to the Foundation.

Presentation made by Elle Acuna regarding a \$5,000 donation made to the OTA Parent Foundation in her honor by WorldLife, Inc. (Carol Miklusak Gardina) in support of a native plantings project at the school.

## **3. Board Member Comments/Correspondence**

Chris Celentino commended the teachers and Mr. C on dealing with issues quickly as they come up. He reminded everyone about the dress code, and that that hoodies and hats aren't permitted to be worn inside the building.

Ken Morris thanked everyone who was involved in the Gala: parents, teachers, staff, committee members. He also said that he appreciates the attendance we've had at the board meetings, whether in person or via online streaming.

## **4. Consent Agenda**

- a. Minutes of the Regular Board Meeting dated March 15, 2017 (deferred from the April 19th meeting).
- b. Minutes of the Regular Board Meeting dated April 19, 2017.

*Motion:* Chris Cole moved to approve both sets of meeting minutes.

*Second:* Ryan Callan seconded the motion.

Voting Board Members	Aye	Nay	Abstain	Absent
Kenneth Morris	X			
James Gartland			X	
Ryan Callan	X			
Cathie Berlin	X			
Jon Centofranchi	X			
Gabriel Solis	X			
Sarah Ozeroff	X			
Chris Celentino				X
Christopher Cole	X			
Mark Burgess	X			

**5. Reports/Presentations–Discussion items only with possible action to be taken**

- a. Treasurer/Fiscal Report: Delano Jones gave a budget overview for the 2017/2018 school year. CSMC just received the Governor’s May review, and Delano will give a detailed overview of the changes at the June meeting.
  - i. March/April Financials: Ryan Callan reviewed the year-to-date financials. Revenue is slightly above expected, expenses are below expected. The school should end the school year with a surplus in reserves.
- b. Principal’s Report: Jon Centofranchi presented a letter of appreciation of the kindergarten teacher, Ms. Halverstadt, to the board. The letter was signed by the majority of the kindergartners’ parents, and commended her for the fine job she has done in kindergarten this year. He thanked everyone who was involved with this year’s successful gala. The school-wide poetry contest was held at the end of April, and every student memorized and recited a poem to their class, it was a great success. State testing has begun. Middle school field trips will be held next week. SDUSD will conduct their site visit on May 31<sup>st</sup>. Mr. Hamm thanked Mr. C and the school for continuing to host Grandparents’ Day.
- c. LCAP Advisory Panel Update – Jon Centofranchi gave a brief update on the LCAP, and stated that this will be on the agenda as an action item in the June meeting.
- d. Teacher Liaison Report: Gabriel Solis gave a grade-by-grade update on all of the collaborative projects currently going on at the school. He also mentioned that Grandparents’ Day went very well, and that there were a lot of collaborative activities going on between grandparents and students. Teachers are getting ready for summer, and plan on going to the beach, traveling, and sleeping.
- e. Office Manager’s Report: Nathalie Hirsch gave an enrollment update, all classes are full and have waitlists, with the exception of two spots for 8<sup>th</sup> grade (which has no waitlist). To date, the school has lost slightly over \$85,000 due to unexcused absences, and has a 96% overall average attendance (which is slightly better than last year). The school is getting ready for the site visit from SDUSD, and has submitted all paperwork in advance. CALPADS testing begins on Monday. There have been a few reported cases of head lice, and Natalie reminded everyone of the school’s lice policy. Ken Morris (who, besides being a board member is also a pediatrician) mentioned that there is an increase in head lice this time of year, but what is unusual is the ages of those who are getting it. This could be attributed to older kids putting their heads near one another to pose for selfies.

- f. Student Representative Report: Emma Rose Denton updated the board that state testing is occurring this week, as is “Family Life” for middle schoolers, with the scientific part covered by Ms. Schlose. The yearbook committee of middle schoolers is helping Mrs. Celentino and Mrs. Gabrielli with this year’s yearbook. Middle schoolers will be off on their field trips next week. Emma and her mom plan to gift a framed photo of the OTA talent show to Pacific Martial Arts as a thank you for letting the school use their facilities.
- g. OTA Strategic Planning Advisory Panel Update: Ken Morris explained the genesis of the strategic plan, and how it evolved from the SWOT analysis done at the end of the last school year by the outgoing board, the incoming board, and various school leaders. He described the rationale for the plan, and how it should be a living document which grows along with the school. The board may vote on the plan at next month’s meeting.
- h. Real Estate Advisory Panel Update: James Gartland described how the school is in the dual process of negotiating our current lease and securing future options, while also exploring opportunities through SDUSD.
- i. Safety Advisory Panel Update – no update this month.
- j. OTA Parent Foundation Update – Monika Hanft reported that the Gala/Online Auction was a great success. The net raised was \$165,000, a record for the school. The Parent Foundation plans to do a lot of great things for the school with this money. She reminded everyone that there are still some tickets available for various community events (the beer trolley in June, the Alesmith dinner in the fall, and the Valle de Guadalupe trip in November). The teachers have greatly appreciated the update that parents gave to the teachers’ bathroom. The Foundation is having its first elections since incorporating, and have elected Walker McBride (Vice President), Del Raymond (Communications Coordinator), Gail Warrick (Treasurer), Cindy Stulich (Auditor), and Reyna Stallings (Volunteer Coordinator). The Foundation signed a contract with Rooted In Place to design the kindergarten space (with a \$20,000 budget), and are reviewing play structure vendors and proposals for the small area available near the turf (with a \$50,000 budget).

## 6. New Business Action Items & Advisory Panel Reports Requiring Action

### a. Action Item: Approve revision of the Parent/Student Handbook.

*Motion:* Chris Cole moved to approve the revisions, with the changes discussed regarding the Active Learning Zones.

*Second:* Cathie Berlin seconded the motion.

Voting Board Members	Aye	Nay	Abstain	Absent
Kenneth Morris	X			
James Gartland			X	
Ryan Callan	X			
Cathie Berlin	X			
Jon Centofranchi	X			
Gabriel Solis	X			
Sarah Ozeroff	X			
Chris Celentino				X
Christopher Cole	X			
Mark Burgess	X			

**b. Action Item: Ratification of Form 990-2015 Tax Return.**

*Motion:* James Gartland moved to defer this vote until next month to give board members more time to review.

*Second:* Sarah Ozeroff seconded the motion.

Voting Board Members	Aye	Nay	Abstain	Absent
Kenneth Morris	X			
James Gartland	X			
Ryan Callan	X			
Cathie Berlin	X			
Jon Centofranchi	X			
Gabriel Solis	X			
Sarah Ozeroff	X			
Chris Celentino				X
Christopher Cole	X			
Mark Burgess	X			

**c. Action Item: Approve 4/15/17 to 5/12/17 Check Register listing (distributed in advance of Wednesday, May 17, 2017).**

*Motion:* Chris Cole moved to approve the revisions, with the changes discussed regarding the Active Learning Zones.

*Second:* James Gartland seconded the motion.

Voting Board Members	Aye	Nay	Abstain	Absent
Kenneth Morris	X			
James Gartland	X			
Ryan Callan	X			
Cathie Berlin	X			
Jon Centofranchi	X			
Gabriel Solis	X			
Sarah Ozeroff	X			
Chris Celentino				X
Christopher Cole	X			
Mark Burgess	X			

**7. Public Comments on Closed Session Items**

No comments.

## **8. Closed Session – With Possible Action to be Taken**

The board entered closed session at 7:49 p.m. regarding the following:

- a. Conference with Principal on Staffing & Salary Issues.

## **9. Report on Closed Session**

The board came out of closed session at 8:57 p.m. Nothing to report.

## **10. Adjournment**

The meeting was adjourned at 8:58 p.m.

*Note: The next regular meeting of the Old Town Academy K-8 Charter School Board of Directors, is scheduled for Wednesday, June 14<sup>th</sup> at 6:00 PM held at 2120 San Diego Avenue, San Diego, CA 92110. Everyone is welcome to attend.*