



Equity and Excellence for All Students

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

MEETING LOCATION

2120 San Diego Avenue, San Diego, CA 92110
Wednesday, August 10, 2016
6:00 p.m. PDT

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, August 10, 2016, was called to order by Kenneth Morris at 6:02 p.m. Pledge of Allegiance led by Parker Callan, incoming 5th grade OTA student.

Attendance

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-Scott, Member	X	
Chris Celentino, Member		X
Christopher Cole, Member	X	

7 of 9 Board members were present, constituting a quorum.

Members of the public in attendance (as noted from sign-in sheet):

Jenny Blackwood, Clarissa Shanner, Natalie Holford, Bridget Celentino, Nathalie Hirsch (OTA Staff), Alexandra Halverstadt, Hannah Esparza (OTA Staff), Kirsten Ramirez (OTA Staff), Monika Hanft, Cindy Stullich, Jeannie Choi (OTA Staff), Elio Celentino, Parker Callan, Heidi Weaver, Brett Weaver

Public comment

None.

Board member comments

Christopher Cole commented that he and several other board members have signed up for some relevant charter school governance training offered by the California Charter Schools Association. Jon Centofranchi mentioned that we are receiving the training free due to our membership with the CCSA.

Ryan Callan advised the group that there are upcoming changes to the OTA website, including the bios of the newly elected board members.

James Gartland stated that he's happy to be here, and to serve. He's excited to get some good work done and move the school forward.

Sarah Ozeroff-Scott echoed James' sentiments and looks forward to serving on the board.

Cathie Berlin mentioned that she's encouraged by all of the proactive work being done over the summer to get the school ready, and is looking forward to another successful school year.

Kenneth Morris reflected on the fact that this is a changing of the guard of sorts for OTA, with a new board, new officers, and his first official meeting as president. He thanked Chris Celentino for the past five years that he put in as president, and for all the hard work he's put into the school. He also thanked all of the other outgoing board members by name. He welcomed all of the new and returning families, teachers, and staff, several of whom were in attendance.

Approval of minutes

Motion to approve the minutes of the prior regular meeting of the board dated June 15, 2016 (distributed in advance) was made by Christopher Cole, and seconded by Ryan Callan. Jon Centofranchi clarified that he had misspoke at this meeting when he said that all teachers were coming back in the fall, what he had intended to say was that all teachers who were offered contracts were coming back. The change was noted, and the motion to approve the minutes passed unanimously by all board members present with the exception of James Gartland, who abstained.

Motion to approve the minutes of the prior special meeting of the board dated June 18, 2016 (distributed in advance) as written was made by Ryan Callan, and seconded by Christopher Cole. The motion to approve the minutes passed by all board members present with the exception of James Gartland, who abstained.

Reports (no action taken)

School Consultant Report: Scott Barnett. Scott Barnett, former Board Trustee of the San Diego Unified School District from 2010-2014, presented a summary of the work he has done to date on behalf of OTA as a consultant. He encouraged the school to get back in line for Prop Z funding, even though the current funds are all but spent. More funds are expected for 2020. He mentioned that there may be some opportunity to redevelop underutilized district space, and that he anticipates 5 – 6 related RFPs (requests for proposal) to come up in September.

Treasurer Report: Ryan Callan. Ryan Callan, board treasurer, reported to the group that Charter School Management Corporation (CSMC), OTA's new provider of back-office support has been great. They are converting all of the relevant data from Tri-Valley, and the estimated date of completion is the first or second week of September. Once the data's been converted, we will be able to compare budget vs. actual going forward. Ryan Callan also updated the board on the status of the SB740 California state grant funds, which are soon to arrive by check. A member of the public, Monika Hanft asked why we can't offset the funds with what we currently owe? Ryan Callan agreed that this would make sense, but the state simply doesn't operate this way. Kenneth Morris informed the board and the public that the Treasurer's Report will be a new standing item going forward for all regular board meetings.

Principal's Report: Jon Centofranchi. Jon Centofranchi, OTA Principal, gave a comprehensive staffing report. He was very happy to introduce the newest members of OTA staff who were present: Alexandra Halverstadt (Kindergarten teacher), Hannah Esparza (Second grade teacher), Kirsten Ramirez (Full time education specialist), and Jeannie Choi (Full time music teacher). He spoke about the completion of the fire inspection done for the YMCA after school program, and of the preparations for the upcoming school year.

Teacher Liaison Report: Gabriel Solis. This report was deferred for this meeting, and will resume during the next regular meeting of the board.

Office Manager's Report: Nathalie Hirsch. Nathalie Hirsch, OTA office manager, spoke about the ongoing transition to CSMC as back-office provider. The transfer of financial data from Tri-Valley has been delayed due to personnel changes at Tri-Valley, but is otherwise proceeding very successfully. Student data is also being transferred from School Mint to Power School. She updated the board as to current enrollment and waiting list numbers, and reported that the newly purchased copier is now in the office, and that the new phones are being installed. Estimated cost savings of the new phones are \$10,500.00 per school year.

Student Representative Report: Elio Celentino/Emma Rose Denton. This report was deferred for this meeting, and will resume during the next regular meeting of the board. Kenneth Morris informed the board and the public that will be a new standing item going forward for all regular board meetings. Several board members commented to the student representative who was present, Elio Celentino, that they are interested in and very much looking forward to hearing the student's perspective on future items.

Safety Sub-Committee Update: Sarah Ozeroff-Scott. Board member Sarah Ozeroff-Scott updated the board members on the safety sub-committee. No movement yet on the item regarding raising the fence. Regarding a safety patrol, she has been in contact with SDPD officer Tim Zetterland, who is very enthusiastic about the idea. The intersection of San Diego Avenue and Bandini is considered "controlled" due to the existing stop sign, however the safety sub-committee would like to see better traffic and pedestrian control due to several issues reported to the school. She will volunteer initially to hold a stop sign and direct traffic during high traffic times, and will be seeking other parent and middle school volunteers to help as well going forward. Officer Tim Zetterland will be at the school on August 31st for a safety patrol launch and practice.

Ad Hoc After School Program Sub-Committee Update: Cathie Berlin. Board member Cathie Berlin summarized the survey results of the recently conducted online survey to assess the after school needs of OTA families. 75 families participated in the survey. She spoke to how the sub-committee tailored certain after school options based on the survey results. She reported that OTA has 4, and potentially 5 new after school vendors, namely: the YMCA, Ms. Choi (Violin and Advanced Piano), FitKidsAmerica

(Basketball and Tennis), Mad Science (Science In Action), and ThoughtSTEM (TBD - coding, still in the works). She mentioned that most vendors from the 2015-2016 school year would be returning to OTA this year, specifically, those for: Ballet, Chess, Spanish, Soccer, Open Minds, Karate, and Yoga. She presented a mockup of the draft spreadsheet which details the after school options for parents in one place. The sub-committee's goal is to have the options and the spreadsheet posted and ready to go 2 weeks before school starts, with the vast majority of classes being offered the first week of school (noting that this is a new accomplishment for OTA). It was noted that Coach Killacky will now serve as our Athletic Director, and will work towards bringing league sports to OTA. She mentioned that this first quarter with the YMCA will be telling, and OTA may need to fine tune things as we go along this year depending on what appeals to our parents and students. A question was raised about financial assistance via the YMCA, and Mr. Centofranchi confirmed that this available through the YMCA, and encouraged any interested parents to contact them directly at the number on the recent blog post.

OTA Parent Foundation Update: Monika Hanft. Monika Hanft, OTA Parent Foundation President gave an update on Foundation-related matters. Specifically, a parent social gathering is planned before the back to school night to encourage parents to interact and build community, a movie night is planned for September 23rd, and Foundation meetings are scheduled for the first Wednesday of every month during the school year. The Foundation is working with the teachers regarding the robotics and biology items needed, and recently gave \$1,500 towards the music program. The media room costs are looking much higher than initially anticipated. The Foundation also loaned the school \$60,000.00 over summer to cover payroll while the school finalizes its line of credit to manage cash flow. She also reported a sense of complacency among parents and even the foundation, and seeks to find ways to engage parents more. The board was very interested in hearing specifics so the board can respond appropriately. Perhaps a joint message from the board and the foundation?

New business action items and sub-committee reports requiring action

Action Item: Approval of Chair Appointment of a Fiscal Subcommittee to whom the Board delegates the authority to review, revise and submit the Unaudited Actuals for 2015-2016 AND Final 2016-2017 Academic Year Budget by deadline of September 15, 2016, such deliberation to be in consultation with the Principal, Accountant and CSMC (back office provider) and Financial Consultant, as may be appropriate, and subject to ratification at the regularly scheduled September 21, 2016 board meeting. Motion to approve was made by Ryan Callan, and seconded by Cathie Berlin. The motion passed unanimously by all board members present. Further, a fiscal sub-committee was formed consisting of Ryan Callan, Jon Centofranchi, and Christopher Cole.

Action Item: Ratification of Appointed Students (non-voting) to the Board of Directors (Elio Celentino and Emma Rose Denton). Motion to approve was made by Kenneth Morris, and seconded by James Gartland. The motion passed unanimously by all board members present. The newly appointed student who was present, Elio Celentino, was invited to join the board at the table in the front of the room.

Action Item: Board of Directors Appointee Application for Mark Burgess (application submitted in advance of Wednesday, August 10, 2016). Motion to approve was made by Christopher Cole, and seconded by Sarah Ozeroff-Scott. Jon Centofranchi abstained, James Gartland voted No, and all other board members present voted yes. The motion carries and Mark Burgess is now an appointed member of the OTA board.

Action Item: Formation of a Real Estate Subcommittee of the Board. Motion to approve was made by Kenneth Morris, and seconded by Cathie Berlin. The motion passed unanimously by all board members present. To date, the sub-committee consists Chris Celentino (nominated in his absence), Christopher Cole, James Gartland, and Clarissa Shanner.

Action Item: Retention of School Consultant for the 2016/2017 School Year. The board engaged in a vigorous discussion about the cost of such a consultant versus the benefit provided. After much debate, a motion was made to extend the consultant's current agreement at the current rate of \$1,700 per month, through September 30, 2016, with the expectation of a comprehensive report at the September meeting. Specifically, the board is interested in district RFPs anticipated to be posted in September. Further future retention of the consultant will be discussion at the September meeting. This might include continued engagement, future re-engagement at a later date or use of the consultant on a project/per diem basis. Motion to approve was made by Ryan Callan, and seconded by Cathie Berlin. The motion passed unanimously by all board members present.

Action Item: Approve 6/11/16 to 8/5/16 Warrant listing (distributed in advance on Wednesday, August 10, 2016). Motion to approve was made by Christopher Cole, and seconded by Ryan Callan. The motion passed unanimously by all board members present.

Public comment on closed session items

None.

Closed session

The board entered closed session at 8:01 p.m. to confer with legal counsel regarding: Pending litigation – OTA v. Donahue and related matters. Just after entering into closed session, newly appointed board member Mark Burgess joined the meeting.

Report on closed session items

After conferring with legal counsel, the board came out of closed session at 8:32 p.m. and had no new information to report.

Adjournment

Meeting was adjourned at 8:35 p.m.