



Equity and Excellence for All Students

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

MEETING LOCATION

Old Town Academy, 7th Grade Room

2120 San Diego Avenue, San Diego, CA 92110

Wednesday, November 15, 6:00 p.m. PDT

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, October 18, 2017, was called to order by Ken Morris at 6:04 p.m. The Pledge of Allegiance was led by OTA parent Kevin Olenick.

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	
Christopher Cole, Member	X	
Karen Pasieczny	X	
Kym Tobias	X	
Michael Taulbee	X	
Will Tobias, Student Member (non-voting)	X	

10 of 11 Voting Board members were present at roll call, constituting a quorum.

Members of the public in attendance:

Monika Hanft, Cindy Stullich, Laura Studebaker, Kevin Olenick, Bob Hamm, Nathalie Hirsch, Delano Jones, Colleen Cotter, Brett Weaver, Dash Weaver

2. Public Comments/Correspondence

Kevin Olenick spoke about the competition that the OTA Robotics Team participated in at High Tech High the prior Saturday. OTA was one of 23 teams participating, and was one of three selected to go to the finals at Legoland. The theme for the competition was Hydrodynamics and our team created an actual aquaponic system (on view in the kindergarten space). The Legoland competition is December 2nd. Kevin also encouraged the school to consider adding additional teams so more students can participate. There is a maximum of 10 students permitted per team, and the current one is full, but there are more students who would like to participate. This will require some additional resources.

Colleen Cotter shared some concerns about her sons' reading levels and asked to have them reassessed.

3. Board Member Comments/Correspondence

James Gartland spoke about how the school just had its regular CPR and lifeguard training.

Jon Centofranchi added that we will also be conducting cardiac emergency drills.

Chris Cole mentioned that the school should do more self-promotion and public relations.

Ken Morris mentioned that there is some confusion about the role of the OTA Board and the OTA Parent Foundation, each are in support of the school but serve different roles. He encouraged parents to review the Parent/Student Handbook for clarity.

4. Consent Agenda

- a. Minutes of the Regular Board Meeting dated October 18, 2017.

Motion: Chris Cole moved to approve the meeting minutes.

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			
Karen Pasieczny	X			
Christopher Cole	X			
Kym Tobias	X			
Michael Taulbee	X			

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

- a. Treasurer/Fiscal Report: Delano Jones reviewed the July – October 31st board report with the board, including upcoming compliance deadlines, revenue vs. budget vs. expenses, revenue by category, expenses by category, year to date actuals, and balance sheet information. Michael Taulbee asked a question about the salary budget vs. actual salaries, and Delano explained how this occurs because teachers are not paid in July. This will balance out over the school year. James Gartland thanked Nathalie Hirsch and Jon Centofranchi for doing such a great job at keeping the budget on track.
- b. Principal’s Report: Jon Centofranchi reported that the jog-a-thon was very successful this year, and that there will be an awards ceremony in the morning. Thrive High School and MET each came and spoke to our 8th graders about their schools. Jon did an onsite visit of Health Science. The High School Advisory Committee met with interested OTA parents immediately preceding this meeting, the information was well received, and there was a lot of great discussion and sharing of ideas. 5th grade had another successful Renaissance Faire. He also spoke about the CPR Awareness Day. Suggested items for gala funds this year are renovating student bathrooms and potential new turf on the field. The flickering lights in the student bathrooms will be taken care of right away. Also, the ballasts and bulbs will be replaced with new led lighting. Report cards will be mailed this week. Parent teacher conferences are currently underway.

- i. I.T. Report: Jon Centofranchi gave the I.T. report on behalf of Mark Burgess. There have been 102 tech support tickets with 10 pending resolution and 92 closed. Mark installed 5 new mice on machines lacking them, sent 8 Chromebooks out for repair, outfitted and installed rolling iPad charging station in 2nd grade, completed transition to single Parent email list with special interest groups, installed enhanced sign up forms on all 15 school websites, setup email addresses for each class and specialty ones for private communication, built new sites for Spanish and Music, and continues to manually weed wireless device network registrations (305 campus machines, 510 registered on the network). Mark's Nov/Dec project for locking down campus to start shortly. 14 of 15 computers in Music are now working with the piano and new music training program. Mark also installed a new projector in 6th grade, acquired and is preparing to install new projectors in 4th and 7th grade, began distributing Desktop Microsoft Office licenses to teachers who requested it, began installing network security software campus-wide, installed new printer drivers and enabled printer connection on three classroom computers, began configuring centralized management for all official Apple devices on campus, began configuring centralized management for all campus Chromebooks, arranged for, trained, and will compensate IT staffing during scheduled absence Nov 13-17, 2017. Mark also continues to document processes and procedures in the newly created IT Operations Guide and provide day to day student and staff support. Jon also let the board know that we will likely need to consider extending Mark's agreement through the end of the school year.
- c. Teacher Liaison Report: Gabriel Solis reported that all middle school teachers are providing after school tutoring. At the recent staff meeting, there was a lot of discussion about intervention with students who are struggling. The teachers collaborated on scheduling the parent teacher conferences. Every student's reading is being tested and the testing results will guide group creation for reading levels. Projects: 5th grade had the Renaissance Faire, 6th grade created a cookbook and show (student-created recipes). Author Scott Sussman spoke to middle school students about being an author, which spurred a lot of discussion and questions. The teachers are all very grateful to the parents for the monthly staff appreciation lunches.
- d. Office Manager's Report: Nathalie Hirsch reported that there have been some confirmed cases of lice, and reminded parents to refer to the school's lice policy. CALPADS verification reports were received, slightly over 10% of our students qualify. New enrollment/reenrollment dates will be posted after Thanksgiving. SB740 funds have been approved for 2017-2018. The draft audit will go to the board next week.
- e. Student Representative Report: Will Tobias reported that the jog-a-thon went well, some students raised over \$1,000. The Halloween parade was great, there was almost 100% participation. The Principal's Advisory Committee, which has representative students from grades 4 – 8, met and discussed ideas for the blacktop stencils (dodgeball, four square, and hopscotch), they would also like to add a wall for wallball. They also discussed the upcoming Spirit Days (ugly sweater day with contest). The sock drive is coming up, which will benefit Stand Up For Kids. Will also reported that CPR Awareness Day was successful, and that besides CPR, students also learned about Epi pens and tourniquets.
- f. High School Advisory Panel Update: Laura Studebaker updated the board that a formal High School Advisory Panel has been appointed, consisting of Jon Centofranchi, Laura Studebaker, Kym Tobias, Sarah Ozeroff, and Cathie Berlin. The panel has two focuses, short term (for 7th graders and above) and long term (for 6th graders and below). The panel hosted a townhall meeting immediately preceding this meeting and there was a great amount of interest and parent participation. At the townhall, Mr. C presented information regarding the charter high schools which are interested in working with OTA. The panel put together a spreadsheet of information for various schools, including date deadlines.

- g. Real Estate Advisory Panel Update: James Gartland and Chris Cole updated the board. We are working with the school district regarding potential bond money. We got an assessment of our lease and are exploring options to be able to make good decisions in the best interest of the school. We are also exploring state bond opportunities, and our proposal for Prop 39 bond money to upgrade the building should be here in a week or so.
- h. Safety Advisory Panel Update – Kevin Olenick spoke to the board about how recent shooting events in the country have prompted concern from some parents about how best to protect our students. Mr. C responded by acknowledging that safety is always our first concern, and that the school will do some specific training in December.
- i. OTA Parent Foundation Update – Monika Hanft gave an overview of the role of the OTA Parent Foundation: community building, fundraising, and to enhance rather than guide the school. The jog-a-thon numbers are not quite finalized as some things are still coming in. The middle school dance will be held on 12/8. The kindergarten play space is 90% done, there are some last details to finish up. The 2nd grade teacher presented an idea for Field Day to the Foundation. Monika also echoed the earlier comments about enhancing robotics, and specifically recommends hiring an I.T. teacher if the budget allows. The Foundation is researching costs to install wall ball. There was a gala planning meeting last night, with lots of great ideas. This will be Monika’s last year as Foundation president, she will be an advisor next year.

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

a. Action Item: Approval of El Dorado Selpa.

Motion: James Gartland moved to approve the El Dorado Charter SELPA Participation Agreement.

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			
Karen Pasieczny	X			
Christopher Cole	X			
Kym Tobias	X			
Michael Taulbee	X			

b. Action Item: Approve 10/14/17 to 11/10/17 Check Register listing.

Motion: James Gartland moved to approve the check register (distributed in advance of the November 15th).

Second: Sarah Ozeroff seconded the motion.

Voting Board Members	Aye	Nay	Abstain	Absent
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Kenneth Morris	X			
James Gartland	X			
Ryan Callan				X
Cathie Berlin	X			
Jon Centofranchi	X			
Gabriel Solis	X			
Sarah Ozeroff	X			
Karen Pasieczny	X			
Christopher Cole	X			
Kym Tobias	X			
Michael Taulbee	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 7:46 p.m. regarding the following:

- a. Conference with Legal Counsel; Pending litigation – OTA v. FPLG (legal counsel related to former Donahue matter).
- b. Conference with Principal on personnel issues, evaluations and related matters
- c. Conference with Principal on student IEP issue

9. Report on Closed Session

The board came out of closed session at 8:55, with nothing to report.

10. Adjournment

The meeting was adjourned at 8:55 p.m.

Note: The next regular meeting of the Old Town Academy K-8 Charter School Board of Directors, is scheduled for Wednesday, December 13th at 6pm. 2120 San Diego Avenue, San Diego, CA 92110. Everyone is welcome to attend.