

Minutes of the Meeting of the OTA Board of Directors  
December 10, 2014  
7<sup>th</sup> Grade Classroom, 2120 San Diego Avenue

Present: Chris Celentino, Anna Sick, Hunter Hawkins, Mirielle DesRosiers-Kutchuk.  
Tom DeSanto (Telephonically). A quorum was present.

Also Present: Tom Donahue, Executive Director, Caren Kamanski, Office Manager, Jeff Major, Assistant Director, Turner Watts – 7th Grade Teacher and Dr. Carlton Lincoln, Director – Children Of Promise Charter School.

Members of the public present were: Jian Chan, Jennifer Senn, Bill Batchelor, Barbara Nedd, Carlos Delgado, Julie Vogelzang, Steve Purdum, Katherine Calvin, Bob Hamm, Dave Cain, Kuan Collins, Trevor Garb, Jenny Ciampa, Sandra Gartland and Steve Shupper.

The meeting was called to order at 7:19 p.m. by Chair, Chris Celentino.

Mr. Celentino welcomed everyone, and described the responsibility of the Board, the meeting procedures, and provisions of the Brown Act. As Chair, with less than 25 persons present, Mr. Celentino suspended the formal “speaker slip” obligations of the meeting.

The Approval of the Minutes from the last meeting was deferred, and Ms. Kamanski was asked to circulate the proposed minutes for August 2014 in advance of the next meeting.

Information Items:

Dave Cain requested 8 minutes to show a video on Aerospace Project “Real Life Engineering” – was asked by Chair to wait until next meeting.

Tom Donahue presented the Executive Director’s report regarding the status of the school, covering the following:

New classroom iPads include Dual Lingo, 50/50 model; Simin Wong, epidemiologist and mother of OTA parent Kuan Collins, taught a disease control course as part of the new Science Curricula; OTA Deep Learning, Deep Knowledge – at least 30% non-fiction literature as part of the Common Core/LCAP Training and Reporting; Demolition of Science Lab refrigeration unit as part of Facilities improvement; Overview of Architect plan for campus upgrade anticipating Prop Z funding;

Jeff Major presented the Assistant Director’s report – VA Aspire Center is at full capacity with no new significant incidents to report since the significant problems of the last semester; Gains in Math and Reading a direct result of the MAP (Measure of Academic Progress) Test, Mr. Major also discussed upcoming Cardiac Safe School Training.

Caren Kamanski presented the Office Manager report: Transition to Tri-Valley Learning Corporation has been challenging with regard to Human Resources (Benefits administration, payroll, etc.), but confident processes will smooth out. The P-1 (ADA report for 1st period of district pupil accounting) is generated and ready for signature, Girl Scouts donated new drinking fountain in lunch room for use at recess and outdoor education, installed by Ken Morris and Reid Warrick, and bids are coming in for repair / replacement of turf.

Tri-Valley Integration Update: On June 30, 2014, the School Board adopted the report of its subcommittee to execute an MOU with Tri-Valley, which MOU was executed by Tri-Valley and the OTA Executive Director in August 2014. At the Board meeting, the plans for full integration and compliance with the MOU was discussed, as well as the implementation time table, and the impact of same on the facility prop Z plans. The timetable worked well, as Chris reported that it was his intent to ensure the full implementation of the MOU prior to end of the school year. A robust discussion was held, including the Tri-Valley perspective from Bill Batchelor; the OTA Perspective from Tom Donahue and Jeff Major; the OTA Office Manager's Perspective from Caren Kamanski; and there was no formal teachers' perspective, although teacher Turner Watts did not report major issues.

Update on OTA Benefits of Tri-Valley implementation. The positive on the back-office finances was discussed, as well as the slowness with which back office integration has taken place. The ED reported that the access to legal counsel at Tri-Valley was a huge positive, and anticipated great assistance with upcoming district negotiations, renewal negotiations, etc. The ED also reported the grant writing assistance available from Tri-Valley. Positives were noted in the compliance office issues, and direct special ed. A further discussion was help regarding a potential affiliation for a high school campus.

Treasurer's Report: The Treasurer's report was deferred pending a budget update from Tri-Valley re: the merged budget.

OTA Foundation Report: Kuan Collins presented the OTA Foundation report discussed: Art Director update (and the details were discussed in closed session); Jog-a-thon update (net proceeds of over \$31,500 expected); Water Fountain Update (installed at a purchase price of \$1026, of which the 3<sup>rd</sup> grade girls scouts raised \$700, and it was expertly installed by Ken Morris and Reed Warrick -- Thank You Girl Scouts); Gwynn Field update (\$10K anonymous donation, \$9.4K net after expenses, sign installed by Thomas Gabrielli and Mike Hyduk); Father-Daughter dance update (attended by 60 families, net of \$1900 raised). Substantial discussion was held concerning the OTA Gala, looking for matching donor, what do the kids want/need? Need Gala Webmaster and food/wine chair/committee.

Action Items:

1. Board Composition. Chris discussed a desire to bring on 2 additional school family representatives when the Tri-Valley implementation geared up in full force in February 2015. In the interim, Tom DeSanto was termed out, and was thanked for his significant contributions to the school.
2. Prop Z Grant. It was moved (Chris Celentino) and seconded (Mireille) (4-0 vote) that the Board support the current pending Prop Z facilities grant request for the 2120 campus. It was noted that such a request was consistent with, and would not derail, the implementation of the Tri-Valley MOU. On that basis, support for moving forward was unanimous.
3. The Board approved the 5<sup>th</sup> Grade Teacher conducting a trial of Class Dojo behavioral management software for possible expanded use at the school. Concern was expressed with the use of the tool, and the ED was asked to express to the teacher that there were some reservations about long-term vitality of the tool, so the teacher was asked to conduct the trial and to be prepared to discuss it further if long-term implementation is recommended. Motion made by Chris Celentino, 2d by Anna Sick, unanimous vote.
4. The Board (motion by Chris Celentino, 2d by Anna Sick) unanimously voted to authorize the ED and OM to submit a correct Facilities survey to the SDUSD, as required by same.
5. The ED was authorized to request written bids for the possible repair of the filed turf, asphalt resurfacing, fence height increase, garage door replacement, and other short-term repairs at the school. Upon motion by Chris Celentino, with a second by Anna SDick (approved 4-0), a subcommittee was formed consisting of Anna, Hunter and Mireille, and the ED was authorized to move forward to implement any such repairs provided the selected bid was approved, in advance, by a majority vote of the subcommittee. Jog-a-thon funds would be authorized to be used for this purpose, and an earmarked transfer was to be coordinated with the jog-a-thon committee.
6. It was unanimously approved that Prop 39 energy funds prioritization for security upgrade to accompany the energy efficiency upgrade request.
7. Deferred to next meeting was the itemized spending lists from Tri-Valley Finance Officer, John Zukowski.
8. It was unanimously approved that the OTA Board, if applicable and desirable, would seek to appoint an OTA Board Member for a position on the Prop Z facilities board. Hunter Hawkins was selected to be our nominee. The ED was to investigate the appointment of Hunter to that Board.

Those in attendance from the public were thanked and excused. A closed session ensued to discuss High School Project, Real Estate Report, Future Board Meeting schedule, Board Composition, Executive Director's Bonus and Art Teacher position.

## Closed Session Minutes

1. New Board Member: Dr. Carleton Lincoln to replace retiring Board Member, Tom DeSanto, extend Anna Sick's term to September, 2015. Motion to appoint Dr. Lincoln to current Board through 9/1/15 and thank Tom DeSanto for his diligent service – motion to approve by Chris Celentino, 2nd by Hunter Hawkins (4-0 vote). Motion to extend Anna Sick's term to September 2015 (5-0 vote).
2. Upon duly noticed motion (motion to approve by Chris Celentino, 2nd by Hunter Hawkins (5-0)), it was unanimously approved to develop an affiliation with Bill Hixson's high school project, including the negotiation and required subsequent Board approval of a proposed utilization of a portion of the OTA campus for initial high school classrooms in fall, 2015.
3. A confidential real estate search and use report was discussed. In short, the Board remained enthusiastic to finalize the Tri-Valley MOU, and to move toward full implementation as soon as practicable after the February 2 Prop Z facilities vote.
4. Art Director: Bill Batchelor was requested to develop a search protocol, in conjunction with the Tri-Valley HR team, to seek to advertise for a possible Art Director position at OTA, and to make a report at the next Board meeting as to the advisability of a possible hire that may be affiliated with a current employee, which hire is being recommended by the OTA Foundation. A protocol to follow for all hiring was discussed, and this item was deferred for next meeting agenda.
5. ED Bonus. It was unanimously approved that the 2011-2012 bonus deferred for economic reasons by the ED should be paid now that the school has the funds to do so. Subject to verification of independent proof, bonus authorized – motion to approve by Chris Celentino, 2nd by Hunter Hawkins (5-0), it was unanimously approved that the Chair of the Board (Chris Celentino) would ratify the correct amount owing, and notify Tri-Valley for payment of said bonus forthwith.

The Board determined to set the next three Board meetings for January 27, 2015; February 19, 2015; and March 19, 2015, and the ED and OM were asked to immediately publicize those dates to the community, and on the governance tab on the website.

There being no further business, the meeting was adjourned at 10:02 p.m.