

Minutes of the Regular Meeting of the OTA Board of Directors
June 15, 2016
Old Town Academy, 2120 San Diego Avenue, San Diego CA 92110

Item 1- Call to Order- Pledge of Allegiance

Call the meeting to order 7:10 p.m.

Pledge of Allegiance led by Bob Hamm

Christopher Celentino –presiding
Roll Call-Callan, Celentino, Mireille, Dr. Garb, Gartland, Dr. Morris, Olenick, Sick-
quorum of 8

The following members if the public were present based upon the voluntary sign -in
sheet (there may have been other members of the public that were present , who
did not sign the sign -in sheet): Christopher Cole, Bob Hamm, Sarah Cook, Clarissa
Shanner, Monika Hanft, Sarah O. Scott, Laura Studebaker, Nathalie Hirsch

Item 2. Public Comment: Public Comments/Correspondence
Berlin-I want to thank the board for their service.

Item 3. Board Member Comments/Correspondence
Sick-I want to thank Terri Cox and Carla Hyduk for all they did to make the 8th grade
trip to Yosemite so spectacular

Item 4. Report- Welcome Newly Elected Board Members, terms begin 7/1/16

- a. Cathie Berlin
- b. Sarah Ozeroff-Scott
- c. James Gartland
- d. Ryan Callan
- e. Kenneth Morris
- f. Christopher Cole
- g. Christopher Celentino

Celentino-This Saturday we will have a Strategy Planning meeting/ closed session to
help process movement of school, no action will be taken, just a free flow of ideas
about who we are and what we want to be. Ken Morris is helping us with a SWOT
analysis, if you have any ideas please present them.

Item 5. Consent Agenda Approval of Minutes-Regular Meeting: May 17, 2016
(distributed in advance on Wed. 6/15/16)
Moved-Celentino
Second by-Callan
Approved unanimously 8-0

Item 6. Action Items

- a. Action item: Motion to Approve Updated Conflict of Interest Policy for 2016-2017-Recommendations from Celentino

Moved-Celentino

Second by-Sick

Approved unanimously 8-0

- b. Motion to Approve Proposed Modifications to Financial policy and Procedure Manual and the comprehensive Policies and Procedures

Celentino-Posted on our school web site. Primary changes included elimination of Tri Valley with any role in our school. Also clarified that Dewey Elem. Is a school we use for SB740 policy. Updated expulsion/suspension guidelines, changed a few things with Uniform Policy to make more aligned with handbook, clarified some school safety issues with regards to pick up drop off.

Garb-I want to clarify the expulsion/suspension policy and the degree of punishment.

Celentino- There are issues that the Principal does NOT have discretion on like bringing a gun to school, an actual fight, sending naked pictures via Snapchat will be an elevated offense. Some things are recommended, but discretionary.

Mr. C.-typically the BIG 4: knives, sexual assault, controlled substance, fire arm all are grounds for expulsion.

Moved by-Celentino

Second by-Gartland/Olenick

Approved unanimously 8-0

- c. Motion to Approve 2016-2017 Budget

Celentino- we had some trouble with Google/Wed. over financial procedures, modified first and last, we now have input into CSMC and back office providers. You all learned we were disqualified for SB740 for ELA and FRL because of change in threshold for last year, Scott Barnett can help us with this to make sure we fall within threshold with Dewey Elem. Motion to approve and include Mr. C to submit to SDUSD on or before 6/30/16 to Kevin Malloy.

Moved by-Celentino

Second by -Morris

Approved unanimously 8-0

- d. Board Election/appointment Sub -committee recommendations concerning appointments and officers.

Morris: The Sib-committee came up with recommendations for officers

Secretary-Cathie Berlin

Treasurer-Callan

VP-Gartland

President-Morris

There are two open positions for the Board, looking for outsiders.

Moved by –Celentino

Second by –Olenick

Approved unanimously 8-0

e. Approve 5/17/16-6/10/16 Warrant Listing

Celentino- The two highest expenses are salaries and rent, they are the largest of our obligation, nothing unusual in warrant listing.

Moved by-Celentino

Second by – Mireille

Approved unanimously 8-0

Item 7. Discussion Items Only- No Action to be Taken

a. Principal's Report: Jon Centofranchi

Mr. C.-Met with YMCA and they did their second visit. Will order furniture that will stay on site to facilitate with after care.ie: rolling cart for backpacks, couches etc. I've been working a lot with Alexis from CSMC and Jon Zukowski. Tony Mannerino resigned because we needed her full time and she can only work part time. After performing teacher evaluations I recognized I need to provide more training and professional development. All of our teachers are coming back. We had a big Heart Safe assembly, media coverage, last day of school.

Garb- was there some statewide testing done?

Mr. C.- Yes, results coming in sporadically, once all come back than a letter will be sent to parents. I'll be back 8/1 and will do a Blog post, we can also have testing night and explain to parents.

Garb- I just want to make sure parents have a place to go to discuss those results.

b. Teacher Liasion Report: Sarah Rock Cook

Sarah Rock Cook- Throughout the year Mr. C. has evaluated us and we have discussed our strengths and weaknesses at the end of the year he provided us with a CA teacher evaluation. We were able to self grade ourselves and at the end of evaluation we had an opportunity to write a summary of our strengths and weaknesses. Afterwards we had a meeting with Mr. C. to discuss all, overall felt like a safe environment and helpful. End of year we will have a staff meeting to discuss PBL, receive a book /make a template and meet again in Aug before school starts to unify our K-8 in PBL.

c. Office Manager's Report: Nathalie Hirsch

Nathalie Hirsch- Four drops for next year

1 new in 1st grade, 3 new in 2nd grade, one new in 4th grade, 3 new in 5th grade, one new in 6th grade, two new in 7th grade, one new in 8th grade, no waiting list

for 8th grade. Registration for new students, they have one week to respond or move down on the list. Alexis who works with Christy White went thru all our files and checked logs what we entered into Power School. Will have another meeting next week to go over accounting. Office news: need a new phone system, currently we only use 30% of what we could use and need a new printer, researching cost of both. Will submit to Board my findings at next Board meeting.

d. Eagle Scout Update-Chris Santos

Mr. C.-Installed it near the pedestrian gate, we've put several notices in it already.

Celentino-We should acknowledge it at 8th grade graduation or in an assembly.

e. Board Retreat Update- Ken Morris

Morris- To my knowledge something of this nature has never been done before in history of OTA. We are going to do a SWOT analysis. Hope to report our plan at next meeting, a big thanks again to Chris Cole for hosting.

f. Board Safety Committee Update-Kevin Olenick

Olenick- we had our first meeting and we came up with two main focuses:

Pickup and drop off and raising the fence.

The Safety Patrol- Sarah has put together great leadership opportunities for kids at our school. I've reached out to SDPD and haven't heard back from them yet.

Kids are going to be a key factor in all of this.

Morris- will this be grade specific?

Olenick- Not necessarily. I spoke with Mario about the fence and the original bid was around \$30k. Mario informed me that our permit has expired. He wasn't sure if some type of netting over the top would require a permit? Like a golf style netting to keep balls in. Our committee also discussed putting out a survey.

Morris-Are you just looking at SD Ave. for the fence? What about cement side?

Olenick- Just SD Ave. side

Celentino- I have the name/cell of SDPD Safety Patrol lead to give to you.

g. Ad Hoc Afterschool Program Committee Update- Cathie Berlin

Berlin- I've gotten two helpers we are not an official committee yet. We want to find out are most people going to use the YMCA? What could we do differently? I looked into other schools to see what they were doing? Also looked into pricing and asked SDUSD what they require of vendors to be on campus? TB test etc..

Maybe explore other options? Maybe teachers want to lead some programs?

Morris- Suggest we have options known by 8/15 so parents can plan accordingly.

Celentino- We need an athletic director hoping to field competitive teams in lots of sports.

h. OTA Parent Foundation Update-Hanft

Hanft-OTA Gala earned \$105,000

We voted to fully fund Robotics program for second year. We want to know how to best support the school? We have a new secretary Clarissa Buck. Every class put on an event this year we made a few changes for next year. Kindergartners will now host a community event instead of book exchange. 4th grade will do parent/child picnic, 5th grade will do a family dance, 6th grade movie night, 8th grade middle school dance, student counsel in May too, we will also continue to do our monthly teacher/staff lunches. New requirement for room parent will be to attend a Foundation meeting every month.

Item 8. Public Comment on Closed Session Items

Item 9. Closed session- 8:07 pm

- a. Conference with Legal Counsel: Pending Litigation- OTA v. Donahue and related matters
- b. Action Item; Performance Evaluations, Personnel Issues and Recommendations regarding additional roles and responsibilities of teachers and staff.

Item 10. Report on Closed Session Items

No actions or decisions made that requiring further discussion with the public.

Item 11. Adjournment 9:27 pm

Minutes of the Special Meeting of the OTA Board of Directors & Invited Participants
June 18, 2016
2045 W. California St.; San Diego, CA 92110 (Home of Christopher Cole)

Item 1.- Call to Order

Call the meeting to order @ 10:10 a.m.

Kenneth Morris -presiding

Attendees: Kenneth Morris, Kevin Olenick, James Gartland, Sandra Gartland, Chris Celentino (late arrival at 11:00), Gabriel Solis, Sarah Rock Cook, Diana Han Pham, Jon Centofranchi, Trevor Garb, Sarah Ozeroff-Scott, Christopher Cole, Mireille DesRosiers, Cathie Berlin, Ryan Callan

Absent: Anna Sick (excused), David Cain (leave of absence)

There were no guest speakers in attendance.

Item 2. Public Comment: Public Comments/Correspondence on Closed Session.

None.

Item 3. The Board commenced into closed session.

Item 4. Report from Closed Session

1. The group reviewed the Brown Act & Board Etiquette
2. A facilities and funding session was canceled (to be held by Scott Barnett, school consultant). Scott's mother was ill and he could not attend.
3. The group reviewed the Mission Statement and the OTA Commitment (as highlighted in the parent handbook)
4. As an icebreaker, each member of the group gave a single word on how OTA could or would be described in 5 years. The following words were highlighted: *reputation, first, innovation, wicked-awesome, wonder-filled, gold-standard, excellence, rooted, creative, ever-growing, complete, model-program, renowned, remarkable, community.*
5. A SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis was moderated by Ken Morris. Items were grouped into 5 different categories: Quality, People, Service, Finances and Community. This part of the session took 3 hours.
6. A sub-committee of Ken Morris, Sarah Ozeroff-Scott and Cathie Berlin was chosen to work on collating the responses and proposing some initial goals. It was noted that a subsequent special meeting would likely be required to come up with a final Strategic Plan that could be presented to the school.

Adjournment @ 2:25 PM