



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, May 16, 2018, 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, May 16, 2018, was called to order by Ken Morris at 6:05 p.m. The Pledge of Allegiance was led by Ryan Callan.

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:

- Matt Johnson
- Nathalie Hirsch
- Delano Jones
- Mark Burgess
- Monika Hanft

2. Public Comments/Correspondence

None.

3. Board Member Comments/Correspondence

None.

4. Consent Agenda

- a. Minutes of the Regular Board Meeting dated April 18, 2018.

Motion: Michael Taulbee moved to approve the meeting minutes.

Second: Sarah Ozeroff seconded the motion.

Board Member	Yes	No	Abstain	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			

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

- a. Treasurer/Fiscal Report: Delano Jones reviewed the April financials with the board. As is customary, he reviewed the revenues and expenditures for April and for year-to-date as well as the balance sheet and projections. He answered board member questions about the historical and typical timing of budgeted revenue items, and how they correspond to the financials. He summarized the preliminary budget put together by the finance committee. Delano mentioned that student attendance rates are the key to a healthy budget for our school. Ken Morris asked Delano approximately how much revenue was lost this school year due to missed school. He can get the exact number, but ballpark is approximately \$90,000.00 to date (based on 1,721 absences this school year). Mr. C. reminded the audience that students who know they will be out for three or more days can work out a contract in advance for the missed time and schoolwork and the school won't lose their funding for those days. Delano discussed the different options in the budget depending on the possible adjustments for classified employees.
- b. Principal's Report: Jon Centofranchi gave the principal's report. Grandparents' Day was very well attended and successful. We had 8th grade ambassadors escort grandparents to the classrooms, we had a 5th grade band, #cinco, perform, and we had students perform on violins throughout the day. The Gala was the next night, and he will defer all comments about the gala to Monika. We had annual vision/hearing assessments for specific grades. The talent show was successful. Mr. C. publicly announced the newly hired teachers, our new 2nd grade teacher will be Michelle Klim, who has been with us all year and is currently teaching our 3rd grade. Our new 3rd grade teacher will be Jenny Ciampa, who has extensive 3rd grade teaching experience, is an OTA mom herself, and has served on the Parent Foundation. We are looking forward to Michelle and Jenny joining our staff this year. SDUSD site visit will occur May 30th. Jon shared information about our outgoing 8th graders going into high school, we have: 5 students going to Point Loma, 4 students going to SET, 3 students going to Francis Parker, 3 students going to Saint Augustine, 3 students going to Coronado High, 2 students going to Our Lady of Peace, 2 students going to High Tech High, 1 student to Cathedral Catholic, 1 student to Helix High, 1 student to Serra High, 1 student to Mission Bay, 1 student to Ideate High. All of our students who applied to private schools got in to the schools they applied to.
- i. I.T. Report: Mark Burgess updated the board on all of the progress he has made on the various I.T. initiatives.

- c. Student Academic Advisory Panel Update: No new update this month.
- d. LCAP Advisory Panel Update. Jon Centofranchi reported that the draft of the LCAP is done, we are waiting on the preliminary budget to start crunching the numbers, but should be ready to present it in June.
- e. Teacher Liaison Report: Gabriel Solis thanked the parents on behalf of the teachers for all of their support during teacher appreciation week. Also, he thanked the first grade parents for all of the improvements to the teachers' lounge. He updated the board on all of the upcoming middle school field trips. All of the teachers attended the Gala, a great time was had by all. Tomorrow's staff meeting will cover curriculum orders, the upcoming Field Day, and other end-of-the year items. Karen Pasieczny thanked the teachers for all of their hard work on behalf of the first grade parents.
- f. Office Manager's Report: Nathalie Hirsch updated the board on next year's enrollment numbers. There are waitlists for every grade. We had our interim audit, with Alexis from Christy White, there were no preliminary findings, and it went very well.
- g. Student Representative Report: Will Tobias informed the board that MAP testing began last week. Last Friday was the talent show, there were two times, one just for students, and one for family members. Will spoke about each upcoming middle school field trips. Several board members asked Will about high school plans and whether the graduating 8th graders will keep in touch. Mr. C. mentioned that the school would like graduating students to return as high school ambassadors to the other grades.
- h. High School Advisory Panel Update: No new update this month.
- i. Real Estate Advisory Panel Update: No new update this month.
- j. Safety Advisory Panel Update – No new update this month.
- k. OTA Parent Foundation Update – Monika Hanft promoted the upcoming OTA fishing trip. She informed the board of the Parent Foundation officer election results for the upcoming school year. Monika then updated the board on the results of this year's Gala. She thanked Courtney Kirian and Kate Johnson for heading up the Gala, and Matt Johnson for all of his work on the online auction. Monika reviewed the results of this year's Gala versus years prior. We should be proud about the achievements we've made so far. Monika reviewed each of the items funded by the Parent Foundation over the course of the school year. She encouraged the board to pinpoint areas where the Parent Foundation can fund specific needs. The priorities are music and robotics, as these are the things that incoming parents look for as well as the items noted in previous parent surveys. Ken Morris gave a call to action to parents to support the school. Monika agreed, noting that 25% of students did not contribute or fundraise at all in this year's jog-a-thon. It seems that we're entering into a time of complacency, and the board and Monika discussed ways to increase parent engagement.

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

- a. **Action Item: Approve revisions to the Student-Parent Handbook.**

Motion: Ryan Callan moved to approve the proposed revisions to the Student-Parent Handbook.

Second: Chris Cole seconded the motion.

Board Member	Yes	No	Abstain	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			

b. Action Item: Approve revisions to the Bylaws.

Motion: Ryan Callan moved to approve the proposed revisions to the Bylaws.

Second: Sarah Ozeroff seconded the motion.

Board Member	Yes	No	Abstain	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			

c. Action Item: Approve revisions to the Policies & Procedures.

Motion: Cathie Berlin moved to approve the proposed revisions to the Policies & Procedures.

Second: Chris Cole seconded the motion.

Board Member	Yes	No	Abstain	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			

d. Action Item: Approve 4/14/18 to 5/11/18 Check Register listing.

Motion: Ken Morris moved to approve the check register (distributed in advance of the meeting).

Second: Sarah Ozeroff seconded the motion.

Board Member	Yes	No	Abstain	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			

e. Action Item: Ratification of Form 990-2016 Tax Return.

Motion: Cathie Berlin moved to ratify the Form 990-2016 Tax Return.

Second: Ryan Callan seconded the motion.

Board Member	Yes	No	Abstain	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			

7. Public Comments on Closed Session Items

No comments.

8. Closed Session – With Possible Action to be Taken

The board entered closed session at 8:11 p.m. regarding the following:

- a. Conference with Principal on student IEP issue.
- b. Conference with Principal on personnel issues, evaluations, salaries and related matters

9. Report on Closed Session

The board came out of closed session at 9:00 p.m., reporting that it had voted unanimously to ratify the settlement agreement of FAPE.

10. Adjournment

The meeting was adjourned at 9:01 p.m.