

**Connections Public Charter School**

**Governing Board Minutes *DRAFT***

**June 17, 2024**

**Kress Building 3:15 pm**

**Call to Order:** Mr. Garcia called the meeting to order at 3:30pm.

**Members Present:** Romeo Garcia, Pam Thatcher, Christina Wilbourn, Damon Murphy, Clint Kolyer, Joanna Highstein, Nalu Tufui

**Members Absent:** Michael Fischer

**Guests:** John Woolverton, Cheryl Gravela

**Approval of Agenda:** Members reviewed the draft agenda for the June 17, 2024 meeting.

*A motion was made by Damon Murphy to approve the agenda for June 17, 2024. The motion was seconded by Clint Kolyer and was approved with consensus.*

**Approval of Minutes:** Members reviewed the minutes from the May 28, 2024 meeting.

*A motion was made by Joanna Highstein to approve the May 28, 2024 minutes as presented. Members discussed the minutes. The motion was seconded by Damon Murphy and was approved with consensus.*

**Approval of New Members:** None

**New Business:** None

**Election of Officers:** None

**Food Program Update:**

- SSO (summer food program) is open to the community. We must feed anyone who comes in who is 18 years old and under. There will be no changes for the upcoming year. The food program was under budget for 2023-24.

**Public Input:** None

**Correspondence & Communication:** None

**Commission School Lead Report:** None

**Old Business:** None

**New Business:**

- **Approval of New Substitute Teachers:** Shasta Fox will be signing papers in preparation for subbing at Connections and will require board approval when completed. She has a master's degree and is not in TSEAS.
- **Reading Interventionist:** Eyde Fistolera will be teaching 3<sup>rd</sup> grade during school year 2024-25. Mr.

Murphy will be looking for a current staff member to fill the reading interventionist position.

- **Personnel Policy Revisions:** Per EEOC recommendations, we will combine the current policy with EEOC recommendations with the notation “EEOC” at the top of the section. Title IX guidelines will also be looked at later this summer and may be added to the policy.
- **Ethics Training and Title IX training** will be completed by August 5, 2024.
- **Dress Code:** The Dress Code guidelines will be reviewed again next month.

**Operations Report: Operations Status - Financial Officer’s Report**

*Members reviewed the financial statements for May 28, 2024. Ms. Gravela went over the report with members and highlighted the following:*

- **June 30 is the end of the fiscal year.** We are still waiting for the last increment of the Title I allotment. Food service is running very efficiently.
- **The E-Rate project will fund a new, schoolwide fiber optic network.** E-Rate refunds 85% of the total cost. We must pay \$60K up front, but after the reimbursement, our portion will be approximately \$15K. Board approval is needed to pay the upfront cost of up to \$60K.  
*Motion to approve the upfront cost of up to \$60K for the E-Rate project was made by Christina Wilbourn, seconded by Joanna Highstein, approved by all.*

*Approval of Financial Statements: A motion was made by Mrs. Highstein to approve the May 28, 2024 financial statements. The motion was seconded by Christina Wilbourn and was approved with consensus.*

**Administrator's Report:**

- **Current enrollment: 347 Kids**
- **Title I Report: Deadlines were all met for the 2023-24 school year.**
- **Student Achievement Report:** Mr. Garcia would like board members to review achievement data more frequently. PJ mentioned the achievement gap between SPED and GenEd students. Jennifer Strawbridge is almost finished with the new school database, and logins can be created for board members.
- **Kaumana Property Report:** Eight kids will be working during the summer (one student will be working for credit). DLIR funds students at \$16/hr. Three students will be stationed at the Kress building, and the others will work at the Kaumana property. There will be a farm position open (PPT) at the Kaumana property after the retirement of Daniel McDaniel in July 2024.
- **Accreditation with WASC (Western Association of Schools and Colleges):** Piper and Lindsey will research this possibility. Romeo Garcia is very familiar with WASC. It might be possible to use data from reports we are already working on. The team will come to the school for a week or so to interview everyone and to look at our programs and data.
- **Evaluations will be conducted for all employees during the 2024-25 school year.** John Thatcher will be contracted to train administrators to conduct the teacher evaluations, to develop evaluations and training for HGEA and UPW evaluations, and to help implement all evaluations.
- **The new state law requiring computer science instruction for all students will be in effect for charter schools this school year.** John Thatcher will be contracted to develop this schoolwide

**program, train teachers, and help with implementation.**

*Motion to approve contracts for John Thatcher for up to 60K was made by Joanna Highstein, was seconded by Damon Murphy, approved by Joanna Highstein, Damon Murphy, Romeo Garcia, Clint Koyler, Nalu Tufui, and Christina Wilbourn. Pam Thatcher abstained.*

- **John Woolverton proposed a new start time after conducting teacher and non-teaching staff polls. Teachers were polled twice, with the first resulting in 52% voting in favor and the second with 55% voting in favor of the 30-minute earlier start time. Non-teaching staff voted 77% in favor of the earlier start time. Since he hoped to have a 2/3 majority in favor, he proposed an easier change by starting 15 minutes earlier. The purpose of the change is to shorten the wait time for students in the morning and reduce the number of behavioral incidents.**

**Discussion regarding proper protocol: Charter school governing board sets calendar and start/end times; administrators carry out the decision.**

**Further Discussion: Doors should not be opened until 7 am as there is no adult supervision. Christina Wilbourn stated that some students are dropped off at 6:15am. Parents should be called and given one warning. Continued discussion will take place with administrators regarding the practice used by some local schools of calling police when students are dropped off before 7 am.**

**The proposed schedule:**

**Start Time-- Elementary: 8:00 am**

**Start Time-- Secondary: 8:15 am**

**End Time--Elementary: 2:15 pm (M-Th) / 1:15 pm (F)**

**End Time—Secondary: 2:30 pm (M-Th) / 1:30 pm (F)**

*Motion to approve was made by Clint Koyler, seconded by Joanna Highstein, approved by all.*

**Calendar Details Added:**

- **Added number of days per quarter**
- **Teacher's Institute Day: February 10, 2025**
- **Graduation: May 17, 2025 at the Civic Auditorium**

*Motion to approve calendar details made by Nalu Tufui, Joanna Highstein seconded, approved by all.*

**Other Items: Board meetings will be held on Wednesdays for the 2024-25 school year.**

**Next Meeting: July 17, 2024 at 3:15 pm.**

**Adjournment: Mr. Garcia adjourned the meeting at 4:30 pm.**

**Respectfully submitted by:**

**Mr. Romeo Garcia**

*Connections Governing Board Chair*