



Governing Board Meeting Minutes  
Wednesday, May 29, 2024 @ 3:30pm  
Conference Room and Virtual Option via Google Meets

1. Opening Session

a. Call to Order, Confirmation of Quorum and Proper Notice

1. Thomas Chaffee called the meeting to order at 3:31pm, seconded by Dan Kennedy. Quorum was confirmed and proper notice was given.

b. Approval of Meeting Minutes - February 28, 2024

1. Thomas Chaffee made a motion to approve the meeting minutes of February 28, 2024, seconded by Dan Kennedy. Motion passed unanimously.

c. Approval of Special Board Meeting Minutes - April 18, 2024

1. Thomas Chaffee made a motion to approve the meeting minutes of April 18, 2024, seconded by Dan Kennedy. Motion passed unanimously.

2. Public Comments - Geri Chaffee congratulated the staff for the success of the Kindergarten ceremony and new hires.

3. Reports

a. Head of School – Dr. Cathy Rodriguez

- i. Enrollment - 564 students for year 2024-25; waiting list for every grade
- ii. Staff Retention & Recruitment - 100% retention rate fourth year in a row.

One teacher retiring and another moving out of state. Most of our founding team are ESOL endorsed. Teachers are taking the reading endorsement test this summer. We have another teacher taking courses for the Gifted endorsement. We have around 14 new hires next year; most of them OOF in



ESOL. We are encouraging our new hires to do the reading endorsement test this summer.

- iii. May's highlights - *DreamArte* Remake Learning Days family event, Field Day, Kinder Ceremony, Career Day, Principals for a Day, Move Up Day, Water Day.
- iv. Comprehensive Evidence-based Reading Plan (CERP): This plan incorporates the new statutes regarding the Science of Reading, our dual language program needs, and reflections from past years. The team did a great job reflecting on and updating our reading plan goals for next year.
- v. Mental Health Allocation Plan & Expenditures—This was updated for 24-25 and included our newly hired school counselor. We will continue our partnership with Herrera Psychology.
- vi. Preliminary Budget - Reviewed and ready for approval
- vii. Audit with VDT - Verdeja de Trujillo has already started the annual audit.
- b. School Improvement Plan (SIP) - Reviewed and discussed with the board
  - i. Title I Comprehensive Needs Assessment Report & Plan - Discussed the CNA report and plan and how all the goals and objectives are strategically tied in with the CERP, SIP, and Title 1 needs for our school as a whole.
- 4. New Business - Board vote to consent agenda
  - a. New Hires & Out of Field teachers (OOF) 24-25
  - b. School Improvement Plan 24-25
  - c. Mental Health Allocation Plan & Expenditures 24-25
  - d. Comprehensive Evidence-based Reading Plan 24-25
  - e. Financial Monthly Reports & Preliminary Budget 24-25
  - f. Quarterly Board Meeting Dates 2024-2025
  - g. Annual Audit - VDT - Verdeja De Trujillo - Certified Public Accountants and Advisers



Dan Kennedy made a motion to approve Consent Agenda, seconded by Humberto Alvia, approving all documents. The motion passed unanimously.

5. Board Discussions/Actions - None
6. Board Comments—Board members Dan Kennedy, Humberto Alvia, and Thomas Chaffee renewed their two-year board training, and Dr. Rodriguez sent the district their certificates.
7. Adjournment - Dan Kennedy motion to adjourn at 3:51 pm. Deacon Humberto Alvia seconded. The motion passed unanimously.