

**THE LEARNER-CENTERED SCHOOL, Inc. (TLCS, Inc.)
ANTIOCH CHARTER ACADEMY (ACA)
ANTIOCH CHARTER ACADEMY II (ACA II)
3325 Hacienda Way, Antioch, CA
REGULAR MEETING OF THE CHARTER COUNCIL
February 8, 2018
Minutes**

1. Opening (Roll Call and Establishment of Quorum)

Meeting called to order at 4:05pm. In attendance were council members: Mrs. Margie DiGiorgio, Mrs. Kristine Carrillo, and Mrs. Jeanine Pells. Mrs. Julie Haas-Wajdowicz joined the meeting in-progress. Staff members present were: Mr. Todd Heller, Mrs. Edna Heller, Ms. Marianne Dubitsky, and Mrs. Elisa McCutcheon. Others in attendance were Mrs. Kelley Bordges.

2. Approval of Minutes

a. Regular Charter Council meeting of January 11, 2018

Motion made by Mrs. Carrillo to approve and seconded by Mrs. DiGiorgio.

Mrs. Carrillo Yes

Mrs. Pells Yes

Mrs. DiGiorgio Yes

Motion approved

3. Oral Communications: Non-agenda items. Mrs. Bordges asked where the school budget is located. Mr. Heller will email the most current budget.

4. Comments from Staff

Mrs. McCutcheon addressed the Council and stated ACA II teachers are doing peer observations this week and next week (site, cross-site and at Eagle Peak Montessori Charter School). There has been a good response from the teachers. Middle school students went on a field trip to the Antioch Dunes Wildlife Refuge and planted plants for butterflies.

Ms. Dubitsky addressed the Council and stated ACA II Intermediate students did Heritage presentations recently and learned about their ancestry. Will be doing a 'Walk through Ancient Times' field trip next week. Elementary and Primary students planted lima beans as part of the botany unit.

Mrs. Heller addressed the Council and stated ACA had a WASC celebration open house last night that was well-attended by stakeholders. Middle school students wrote persuasive letters to various companies and agencies in the food industry as part of the food unit they are studying.

Mr. Heller addressed the Council and stated our schools have been accepted into the El Dorado Charter SELPA beginning July 1, 2018.

5. Discussion Items (for possible Action)

a. Department of Justice (DOJ) – Annual Custodian of Records Notification

Mr. Heller addressed the Council and stated the Custodian of Records form is filed on an annual basis with the DOJ. Mr. Heller is the current Custodian of Records for ACA and ACA II.

b. Corporate Tax Returns - Federal and State returns for tax year 7/1/16 to 6/30/17

Mr. Heller addressed the Council and stated the tax returns have been filed electronically and were reviewed with the CFO along with the audit report presented to Charter Council last month.

c. Fair Political Practices Commission – notification guidelines for Filing Officers, Statement of Economic Interest (Form 700)

Mr. Heller distributed the Form 700 prepared by Caran Bacon for each designated person. Mrs. Bacon needs signatures on each form and will return them to the County by the deadline.

- d. **2017-18 School Calendar (ACA / ACA II) - add a minimum day on March 30th for Faculty Retreat**
Mrs. McCutcheon addressed the Council and stated faculty is proposing to change the minimum day originally scheduled for a Faculty Retreat on March 16th to March 30th due to the WASC visits.
- e. **WASC Update**
Mrs. Heller addressed the Council and reviewed the itinerary for the WASC site visit at ACA for March 4th through March 7th.

Mrs. McCutcheon addressed the Council and stated the WASC site visit at ACA II is scheduled for March 18th through March 21st, with a potluck presented by the Family Network on Sunday March 18th. We need both the school leadership team and Charter Council members to attend. Suggests board members be familiar with Chapter 3, Section A of the WASC reports.

Ms. Dubitsky addressed the Council and stated both WASC documents will be posted on the school website, and that a copy will be sent via email to each Charter Council member.

6. Action Items

- a. **Approval of change to 2017-18 School Calendar (ACA / ACA II) to add a minimum day on March 30th for a Faculty Retreat as recommended by staff.**
Motion made by Mrs. DiGiorgio to approve. Mrs. Haas-Wajdowicz seconded the motion

Mrs. Carrillo Yes
Mrs. Pells Yes
Mrs. Haas-Wajdowicz Yes
Mrs. DiGiorgio Yes
Motion approved

7. Family Network Update – comments from ACA and ACA II Network board members

ACA II - Walk A-Thon scheduled for March 23rd and the Silent Auction is scheduled for May 4th.
- Rocky Mountain chocolate fundraiser through tomorrow.

ACA - Family network meeting re-scheduled to Feb. 16th

- have a 'Go Fund Me' page for a Hydration station. Goal is to raise \$3K
- A's / Giants fundraiser for the July 21st game
- Walk A-Thon scheduled for March 28th, and the Silent Auction is scheduled for May 3rd.

8. Comments from the Charter Council - None

9. Scheduling of Next Meeting

- a. **Next Regular Charter Council meeting – Thursday, March 8th, 2018**

10. Adjournment

Motion made by Mrs. Haas-Wajdowicz to adjourn meeting and seconded by Mrs. Carrillo.
Meeting adjourned at 4:45 pm.