



GUAJOME PARK ACADEMY
2000 North Santa Fe Avenue,
Vista, California 92083
Phone (760) 631-8500
Website www.guajome.net

Board of Directors

Marsh, Mara, Chair
McAfee, Anna, Vice-Chair
Bachmann, Thea
Barker, Danielle
DeBartolo, Lisa
Duffy, Debbie
Ferda, Sascha
Ford, Kelly
Groenewold, Rod
Hamamoto, Kathy
Harper, Sylvia
Oates, Britney
Spence, Michael

Administration

Hampton, Bob
Superintendent

Solano, Juan
Admin of School Culture

The mission of GPA is to inspire and mentor all learners to become responsible, critical thinking, global leaders through excellence and innovation in education.

**BOARD OF DIRECTORS
REGULAR MEETING**

Agenda

November 3, 2011

Executive Board

Closed Session 5:30 p.m.
Building 1, Student Support Services
Administrative Conference Room

Regular Board of Directors Meeting

Public Session 6:00 p.m.
Building 1, Student Services Building
Room 1103

**Student
Board Representatives**

Ednalino, Finiva
Mitchell, Catherine

	Agenda	<u>Presenter</u>	<u>Action/ Information</u>
1.	PUBLIC SESSION-CALL TO ORDER (5:30 p.m.)	Mara Marsh	
2.	PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS	Mara Marsh	
3.	CLOSED SESSION ANNOUNCEMENT- EXECUTIVE BOARD	Mara Marsh	
4.	ADJOURN TO CLOSED SESSION-EXECUTIVE BOARD Roll call and establishment of quorum: CS-1 Public Employee Performance Evaluation pursuant to Gov Code 54957; title Charter School Superintendent	Mara Marsh	
5.	PUBLIC SESSION – CALL TO ORDER (6:00 P.M.) Roll call and establishment of quorum: Pledge of Allegiance	Mara Marsh	
6.	REPORTING OF ACTION TAKEN IN CLOSED SESSION Report of action taken in Closed Session, if any	Mara Marsh	
7.	APPROVAL OF AGENDA Recommended motion: The Board of Directors approve the agenda for the November 3, 2011 Board of Directors Meeting	Mara Marsh	Action
8.	CHARTER SCHOOL SUPERINTENDENT REPORT A. General Updates	Bob Hampton	Information

9. **PUBLIC COMMENTS ON AGENDA ITEMS**
The Board welcomes and encourages public comments. Any member of the audience may speak to any agenda item by submitting a **BLUE** "Request to address the Board" card (located on the table near the door). Please hand the completed card to the Chairperson of the Board. When the item is considered by the Board, individuals submitting blue cards will be called upon by the Chairman of the Board and will have two minutes to speak on the agenda item.
10. **PUBLIC COMMENTS ON NON-AGENDA ITEMS**
Any member of the audience may speak to a non-agenda item by submitting a **YELLOW** "Request to Address the Board" card (located on the table near the door). Please hand the completed card to the Board Chairperson. Individuals will be called upon by the Chairperson of the Board during this section of the agenda. Each Individual will be allotted a maximum of two minutes to address the Board. The Board will strive to limit the total agenda time for public input to 15 minutes. GPA invites citizens to attend Board meetings and welcomes their view on relevant topics. The Board or staff may not get involved in discussions about an issue that is not on the agenda. A Board Member may ask a brief question for clarification, make a brief announcement, or provide a reference to staff or other sources for factual information. Board Members may also ask staff to place a topic on a future agenda.
11. **STUDENT BOARD REPRESENTATIVE REPORTS**
- | | | |
|-------------------------|--------------------|--------------------|
| A. Middle School Report | Finiva Ednalino | Information |
| B. High School Report | Catherine Mitchell | |
12. **EDUCATIONAL SERVICES**
- | | | |
|--|-------------|--------------------|
| A. School Site Student Conduct Data Report | Juan Solano | Information |
|--|-------------|--------------------|
13. **STAFF AND COMMITTEE REPORTS**
- | | | |
|--|---------------------------------|--------------------|
| A. International Baccalaureate Middle Years Program Report | Melanie Paliotti | Information |
| B. Incentive pay for Staff | Cathy Murphy/
Kevin Humphrey | Action |
| C. Technology Report | Gerry Sheehan | Information |
14. **FISCAL SERVICES**
- | | | |
|--------------------------------|--------------|--------------------|
| A. Audit 2010-2011 School Year | Cathy Murphy | Information |
|--------------------------------|--------------|--------------------|
15. **BOARD OF DIRECTORS**
- | | | |
|---|------------|---------------|
| A. Establish a Subcommittee for Strategic Plan Foundation Goals | Mara Marsh | Action |
|---|------------|---------------|

The purpose of the consent calendar motion is to expedite action on routine agenda items. All agenda action items that are not held for discussion at the request member of the audience or Board member will be approved as written as part of a single motion Consent Calendar Motion. Action items designated or held for discussion will be acted upon individually.

- | | | |
|--|------------|---------------|
| 16. CONSENT CALENDAR | Mara Marsh | Action |
| A. APPROVAL OF MINUTES | | |
| 1. October 6, 2011 Board of Directors Meeting | | |
| 2. October 18, 2011 Board Workshop Meeting | | |
| B. BOARD OF DIRECTORS | | |
| 1. Best Management Practices Policy | | |
| 2. Finance Committee Meeting Dates 2011-2012 School Year | | |

C. FISCAL SERVICES

1. Acceptance of Gifts:

- Mr. and Mrs. Carter- \$100.00 Cash Donation- Drumline
- R.M. Dinse- \$100.00 Cash Donation- Drumline
- Ms. Tania Paddock- \$100.00 Cash Donation- Drumline
- Mr. Joe Gifford- \$100.00 Cash Donation- Drumline
- Mr. Benjamin Andoh- \$100.00 Cash Donation- Drumline
- Ms. Maria Esparza- \$100.00 Cash Donation- Drumline
- Mr. and Mrs. Brunner- \$200.00 Cash Donation- Drumline
- Mr. and Mrs. Bertheaud- \$25.00 Cash Donation - High School Cross Country
- Ms. Angie McCormick - \$100.00 Cash Donation- Drumline

17. **COMMUNICATION FROM THE BOARD** Mara Marsh

18. **PROPOSED AGENDA ITEMS FOR UPCOMING MEETINGS** Mara Marsh

19. **FUTURE BOARD MEETING DATES**

- December 8, 2011
- January 12, 2012
- February 2, 2012
- March 1, 2012
- April 12, 2012
- May 3, 2012
- June 7, 2012

20. **ADJOURNMENT** Mara Marsh

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Office of the Charter School Superintendent at (760) 631-8500, Ext. 1222, at least 72 hours before the Board meeting.

TO: Board of Directors
FROM: Juan Solano
DATE: October 26, 2011

SUBJECT: SCHOOL SITE STUDENT CONDUCT DATA

Juan Solano will present updated information on the Expulsion, In-school Suspensions, Out-of-school Suspensions and general School Culture and Climate data report.

FISCAL IMPACT:

None

RECOMMENDATION:

Information Only

Prepared by:
Juan Solano

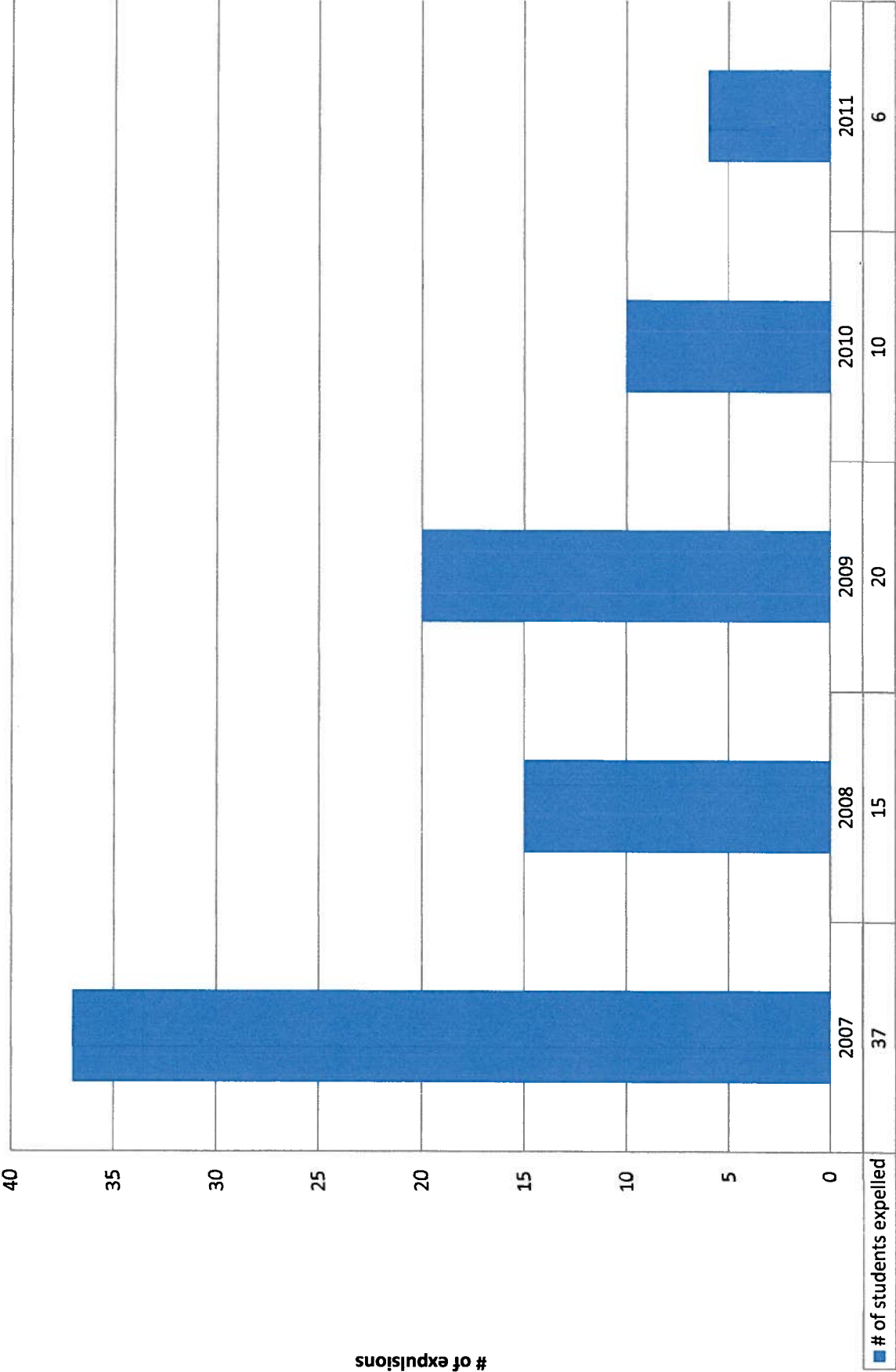
Approved by:
Bob Hampton, Superintendent

Student Conduct Data Summary

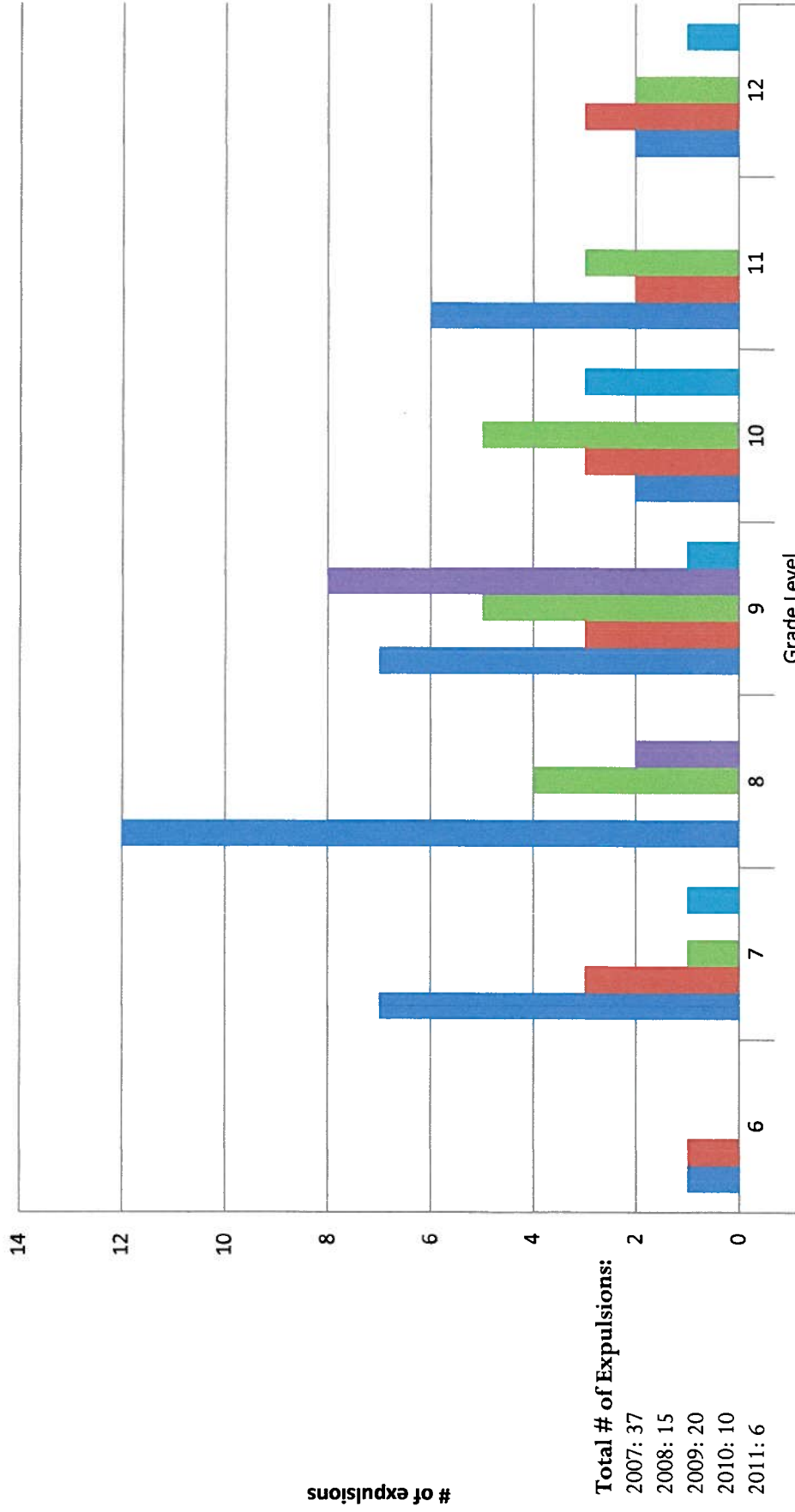
November 3, 2011

Expulsions

Guajome Park Academy
Expulsions
2007-2011

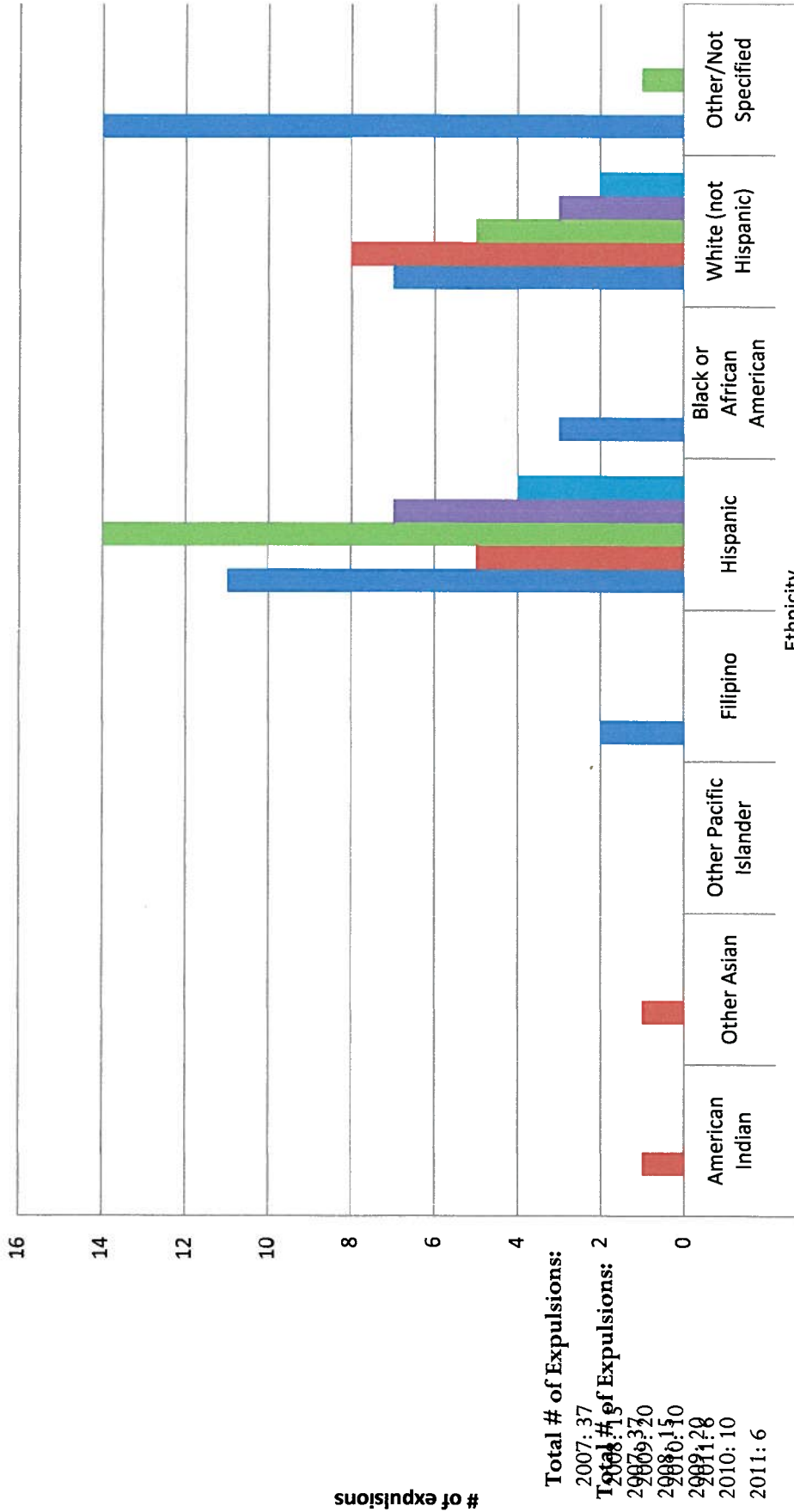


Guajome Park Academy
Expulsions by Grade Level
2007-2011



	6	7	8	9	10	11	12
# of students expelled 2007	1	7	12	7	2	6	2
# of students expelled 2008	1	3	0	3	3	2	3
# of students expelled 2009	0	1	4	5	5	3	2
# of students expelled 2010	0	0	2	8	0	0	0
# of students expelled 2011	0	1	0	1	3	0	1

Guajome Park Academy
Expulsions by Ethnicity
2007-2011



Total # of Expulsions:
 2007: 37
Total # of Expulsions: 2
 2008: 37
 2009: 20
 2010: 10
 2011: 6

of expulsions

Year	Ethnicity							
	American Indian	Other Asian	Other Pacific Islander	Filipino	Hispanic	Black or African American	White (not Hispanic)	Other/Not Specified
# of students expelled 2007			0	2	11	3	7	14
# of students expelled 2008	1	1			5		8	
# of students expelled 2009			0	0	14	0	5	1
# of students expelled 2010					7		3	
# of students expelled 2011					4	0	2	

Guajome Park Academy
Expulsions by Gender
2007-2011



of expulsions

Total # of Expulsions:

2007: 37

2008: 15

2009: 20

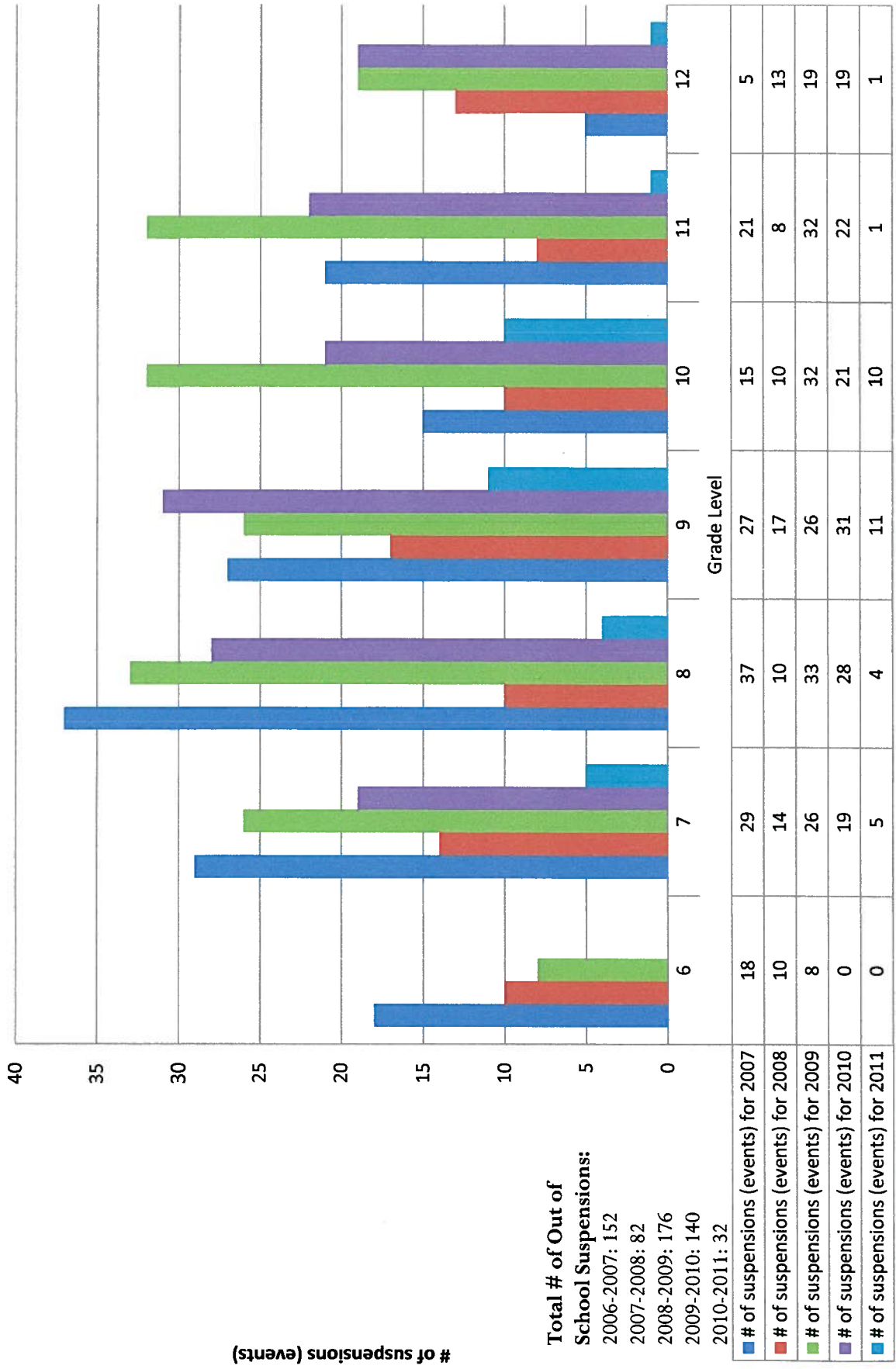
2010: 10

2011: 6

Year	Male	Female
# of students expelled 2007	31	6
# of students expelled 2008	13	2
# of students expelled 2009	15	5
# of students expelled 2010	6	4
# of students expelled 2011	5	1

Out-of-School Suspensions

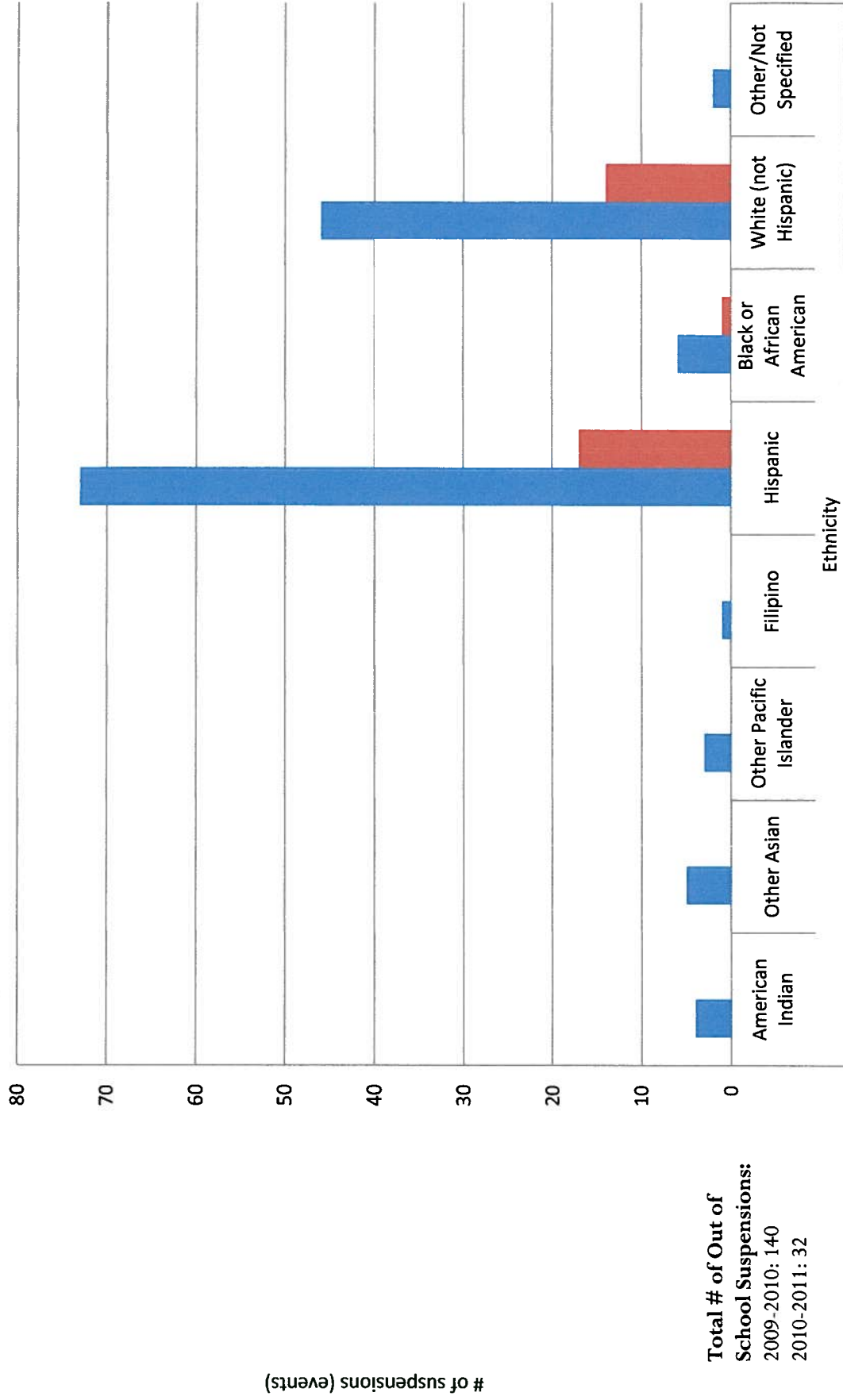
Guajome Park Academy
Out of School Suspensions by Grade Level
2006-2007 to 2009-2011



Total # of Out of School Suspensions:
 2006-2007: 152
 2007-2008: 82
 2008-2009: 176
 2009-2010: 140
 2010-2011: 32

■ # of suspensions (events) for 2007
 ■ # of suspensions (events) for 2008
 ■ # of suspensions (events) for 2009
 ■ # of suspensions (events) for 2010
 ■ # of suspensions (events) for 2011

Guajome Park Academy
 Out of School Suspensions by Ethnicity
 2009-2011 School Year

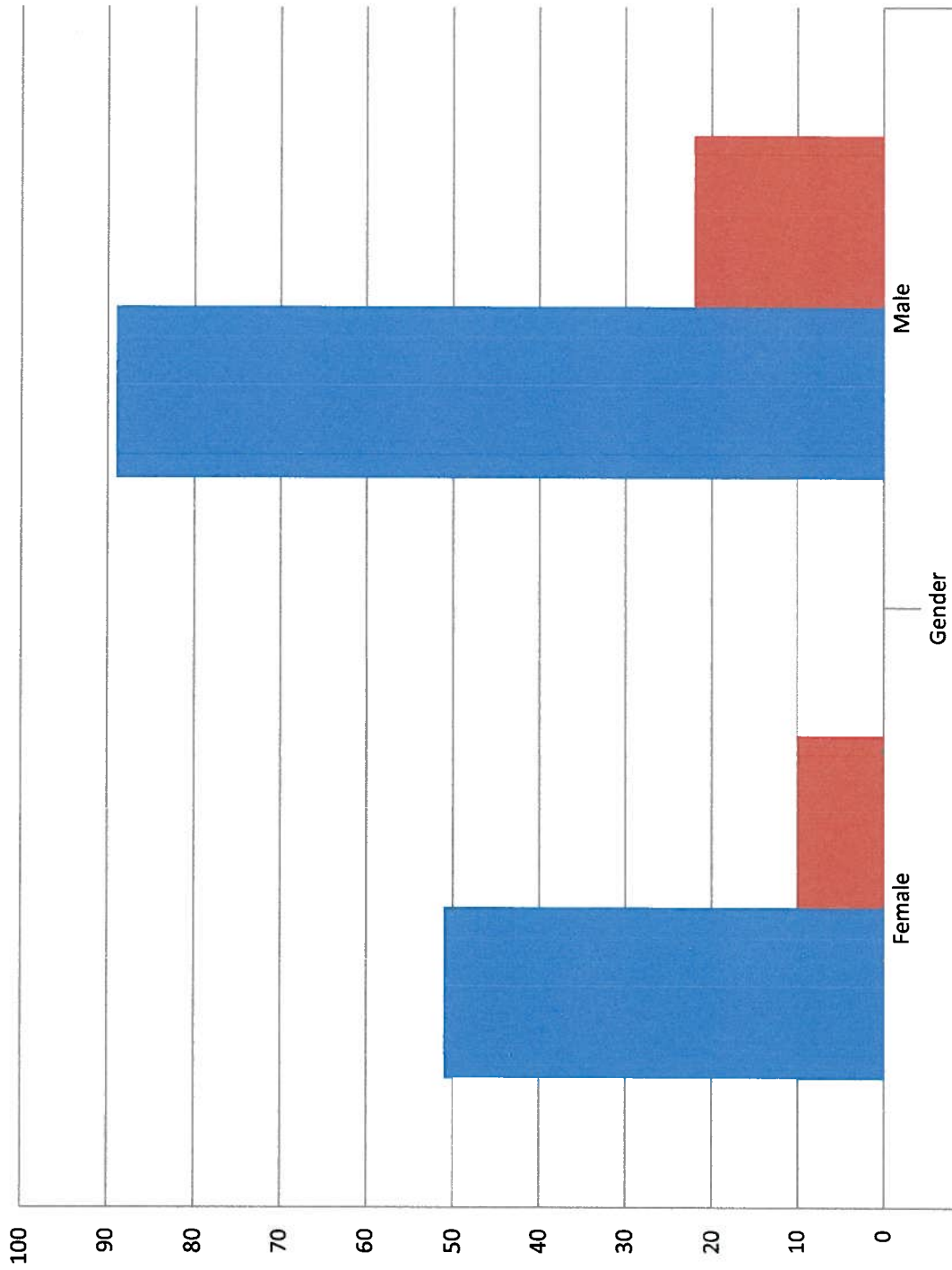


of suspensions (events)

Total # of Out of School Suspensions:
 2009-2010: 140
 2010-2011: 32

■ # of suspensions (events) for 2010	4	5	3	1	73	6	46	2
■ # of suspensions (events) for 2011	0	0	0	0	17	1	14	0

Guajome Park Academy
 Out of School Suspensions by Gender
 2009-2011 School Year



Total # of Out of School Suspensions:
 2009-2010: 140
 2010-2011: 32

of suspensions (events)

■ # of suspensions (events) for 2010	51	89
■ # of suspensions (events) for 2011	10	22

Attendance Percentages

	Grade	06-07 P-1	06-07 P-2	07-08 P-1	07-08 P-2	08-09 P-1	08-09 P-2	09-10 P-1	09-10 P-2	10-11 P-1	10-11 P-2
Middle School	6	97.11	96.42	97.33	96.45	98.20	97.50	97.09	96.44	98.15	97.88
Middle School	7 – 8	96.82	96.02	96.72	95.72	96.86	96.70	96.86	96.27	97.40	97.36
High School	9-12	95.95	94.87	96.05	95.52	96.76	96.30	96.44	96.19	96.76	97.26
ELC	9-12	87.26	88.19	91.78	89.96	90.20	90.90	89.30	87.78	91.86	91.06
Ind. Study	9-12	77.56	80.25	90.04	94.48	87.70	94.40	70.45	86.75	94.29	94.61

TO: Board of Directors
FROM: Superintendent
DATE: October 26, 2011

SUBJECT: IBMYP Update

An overview of the International Baccalaureate Middle Years Programme and our implementation of the programme at GPA (6th-10th grade) will be provided. In 2010/2011 we completed an intensive self-study process and this fall, September 29 & 30, 2011, a team of IB Site Evaluators visited our campus to help us further review and reflect upon our Middle Years Programme at Guajome. Although some feedback was given, we are awaiting our official report in the coming months. Even before the visit, our reflective staff had already begun to put many of the proposals for improvement identified in our self-study into action. We are also focusing on the objectives outlined in the 5 Year Focus Plan.

FISCAL IMPACT:

None


RECOMMENDATION:

Information only

Prepared by: Melanie Paliotti

Approved by:
Bob Hampton, Superintendent


Guajome Park Academy:
An International Baccalaureate School



Turning Knowledge
into Life

IB Middle Years Programme Presentation
for the Board of Directors' Meeting
November 2011

Presented by Melaine Palotti, IBMYP Coordinator



What is IB?

The International Baccalaureate Program is a

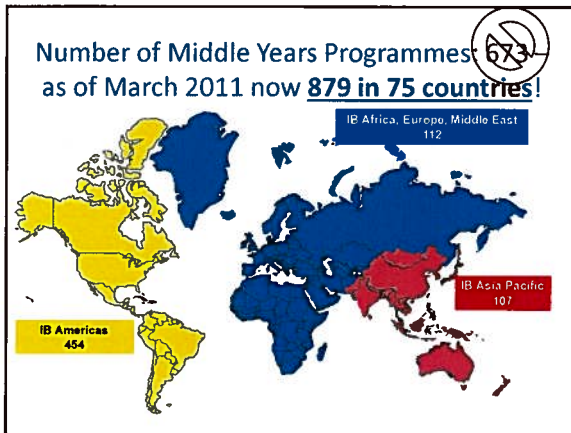
- recognized leader in the field of international education;
- encourages students to be active learners, well-rounded individuals and engaged world citizens;
- goals of the program include helping students learn how to learn, how to evaluate information critically, how to analyze, and how to reach thoughtful conclusion

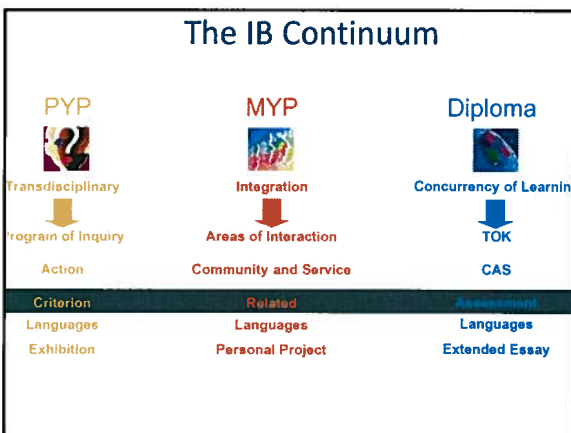
www.ibo.org



The overall philosophy of the programme is expressed through three fundamental concepts that support and strengthen all areas of the curriculum. These concepts are based on:


- holistic learning
- communication
- intercultural awareness





What Makes IB Unique?


- We encourage **international-mindedness** in IB students, starting with a foundation in their own language and culture.
- We encourage a **positive attitude toward learning** by challenging students to solve problems, show creativity and resourcefulness and participate actively in their communities.
- We reflect **real life** by providing a framework that allows students to see the connections among the subjects themselves, and between the subjects and real life issues.
- We support the development of **communication skills**, to encourage inquiry, understanding, language acquisition, and to allow student reflection and expression.
- Through the **learner profile**, we emphasize the development of the whole student – physically, intellectually, emotionally and ethically.



IB Learner Profile

IB learners strive to be:

- Inquirers
- Knowledgeable
- Thinkers
- Communicators
- Principled
- Open-minded
- Caring
- Risk-takers
- Balanced
- Reflective





2011 Comprehensive Programme Evaluation & Self-Study Questionnaire:

- Section A: philosophy
- Section B: organization
- Section C: curriculum
- Section D: the student
- ******The statement of conclusions:**
- Strengths
- Practices in need of strengthening
- Proposals for improvement
- * See summary in packet




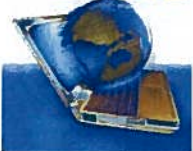

Site Evaluation Visit = A snap shot in time...
A chance to reflect & focus on positives and on our successes and plan for continued improvement!
* See agenda in packet

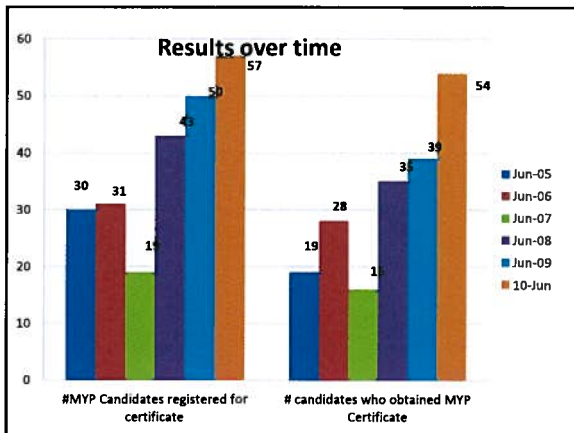
What does an IB classroom look like? What do IB site visitors look for?

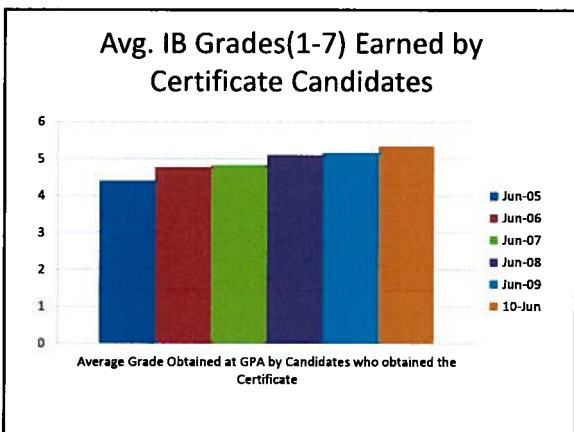
- Student work – learner centered environment
- International-mindedness
- Posted agenda, unit questions, state standards, connections to the Areas of Interaction
- Subject specific assessment criteria
- AOs
- Learner Profile

Can students answer:


- "What are you working on?"
- Why is it important?
- Can you connect it to IB or AOs?"









Many proposals for improvement are already in action:

- New Teacher Training 
- In addition to subject area and grade level collaborations we will meet on one Friday/month
 - Share Unit questions, unit plans, discuss implementation of program, integration of AOIs, revisit our AOI Matrix, share current research & best practices, improve assessment and conduct internal standardization, visit other classrooms, other schools


 **IB Professional Development & Support**

Professional Development:

- Subject Area Collaborations
- GPA Professional Development (on-site)
- Partnerships –
 - Hosted the first southern California CAWS Roundtable for MYP & DP
 - Co-hosted the second roundtable (PYP & MYP)
 - Partnered with CSUSM for IB Teacher Award and Global Teacher Studies
 - Coordination within district – IBTN with Vista Magnet Middle
- IB Workshops (off-site)
- Online Curriculum Center (OCC) – occ.ibo.org



Support:

- Subject Area Leaders
- IB Coordinators (IBMYP & Diploma)
- Experienced Colleagues



- Professional Development – teacher leaders:
 - Backwards planning & UbD, differentiated instruction, best practices in classroom management, strategies for ELD, ZOOM & use of data to improve program
- Data informs our practice – constant growth and reflection



- Focus on Learner Profile 
- Teacher toolbox (digital desktop IBMYP folder)
- Creation of benchmark assessments aligned with IB 
- Increased assistance on Personal Project – helpful materials online and Prof. Dev. Training
- **Extra! Extra!**
- Guajome's own Catherine Mitchell featured in "Journeys in Learning Across Frontiers: Stories and Inspiration from the IB Community!" ... Coming soon!

Working together towards a common goal!



International Baccalaureate

GUAJOME PARK ACADEMY -

AGENDA ITEM 13-B

TO: Board of Directors
FROM: Superintendent
DATE: October 18, 2011

SUBJECT: 2011/2012 Incentive Plan

A committee was formed to research and present an incentive plan for the 2011/2012 school year for approval by the Board of Directors. Bonus would be paid to employees based on three incentives – ADA, sick days, and API score.

FISCAL IMPACT:

1% Bonus to all employees = \$48,000

2% Bonus to all employees = \$96,000

RECOMMENDATION:

Approve Incentive Plan for the 2011/2012 school year

Prepared by:
Cathy Murphy

Approved by:
Bob Hampton, Superintendent

Bonus Pay for Guajome Park Academy Faculty and Staff
Board Presentation November 3, 2011

What is Bonus Pay

- ▶ Bonus pay is a reward for teachers and staff that is based on improving student performance while striving towards our parameters of excellence, accountability, innovation, being student centered, and being fiscally responsible.

Why Bonus Pay:

- ▶ Bonus pay is an incentive for all of the staff here at Guajome Park Academy to find innovative measures for addressing areas of our school that need to be improved.

Creation of a Committee

- ▶ After Mr. Hampton proposed the idea of bonus pay, a committee representing the faculty and staff was chosen by their colleagues.
 - Kurt Haider: Subject Area Leaders
 - Becky Wade: Classified Staff
 - Kevin Humphrey: Grade Level Leaders
- ▶ The committee met with Mr. Hampton, Ms. Murphy, faculty, and staff to target areas of improvement while creating achievable goals that address these areas.

Proposed Areas for Improvement:

- ▶ The following areas for improvement were targeted by the committee and Mr. Hampton and Ms. Murphy:
 - ▶ 1. Improving student attendance (ADA)
 - ▶ 2. Improving teacher attendance
 - ▶ 3. Improving the school's Academic Performance Index (API)

Why These Areas

- ▶ These areas were chosen for the following reasons:
 - ▶ 1. Students learn more when they are at school.
 - ▶ 2. Students learn more when their teachers are at school.
 - ▶ 3. With better student and teacher attendance we will see an increase in student achievement and an improved API.
 - ▶ 4. Better ADA and a decrease in teacher absences will create revenue for GPA.

When Students Are In The Classroom:

- ▶ Students graduate!
 - Studies show that higher attendance rate in middle and high school positively correlates to a higher graduation rate.
 - Students who miss 11-14 days in the 8th grade = 52 % graduation rate.
 - Students who miss less = 79% graduation rate.

• Georgia Department of Education (2007)

What happens when teachers and students are in the classroom:

- ▶ Students perform better and we save money on substitute teachers.
 - A study in Arizona shows that students performed the best in the classroom where there was high student **and** teacher attendance (7-9 point increase on test scores)
 - Students scored the worst when there was low teacher attendance and low student attendance.

• Coalition for Community Schools (1998)

Proposed Goals:

- ▶ 1. To Increase Average Daily Attendance from 97.41% to 98%.
- ▶ 2. Decrease the percentage of sick hours used by teachers from 50% to 30%.
 - October 1st will be the date we begin to keep track of the numbers.
 - This number will exclude maternity and long term illnesses.
- ▶ 3. Increase of API score from 814 to 832.

The Numbers what bonus pay would look like:

- ▶ If we were to see an improvement in 2 out of the 3 categories the faculty and staff would receive a bonus of \$520.00 (1% of the average salary).
- ▶ If we were to see an improvement of all 3 of the categories, then faculty and staff would receive \$1040.00 (2% of the average salary).

The Numbers Continued

- ▶ Cost to GPA for a 1% increase: \$48,000.
- ▶ Cost to GPA for a 2% increase: \$96,000.
- ▶ If GPA hits their ADA goal there will be an increase of \$44,409.
- ▶ If GPA decreases teacher/staff absenteeism by 20% then there will be a revenue increase of roughly \$12,000.
- ▶ Total Revenue Increase would be a minimum of \$56,409.

Why this makes sense for Guajome:

- ▶ Teacher/Staff Attendance + Student Attendance = Higher Student Achievement.
- ▶ The ability to give a bonus to teachers/staff during times of financial instability shows the viability of GPA.
- ▶ Increases teacher/staff morale.
- ▶ It is another innovative measure that could put GPA on the map as a cutting edge school willing to try new things.

Resources used for our research:

- ▶ Georgia Department of Education:
- ▶ <http://wcschools.drupalgardens.com/blogs/gadoe-research-shows-student-attendance-significantly-impacts-student-achievement>
- ▶ Student/Teacher Attendance - Coalition of community schools:
<http://tusdstats.tusd.k12.az.us/planning/resources/document/aa/att97.htm#fig2>

TO: Board of Directors
FROM: Superintendent
DATE: 10/26/11

SUBJECT: Technology Presentation

- Overview of Tech Projects completed since last year
- Overview of technology architecture planning
- Tech Committee, Technology Plan overview
- Objectives for this year
- Questions/Answers

FISCAL IMPACT:

None

RECOMMENDATION: Information Only

Prepared by: Gerry Sheehan

Approved by:
Bob Hampton, Superintendent

Technology Committee

- Technology Plan Completed
- Technology Committee Planning
- Staff Technology Assessment
- Integration with Student Learning Objectives and Staff Development

Technology Projects 2011-2012

- Virtual Desktop deployment
- Refine Media Lab/Sound Studio Technology
- ELD Laptop deployment
- Data Management
- Technology Committee Research/Findings

- Questions & Answers

TO: Board of Directors
FROM: Superintendent
DATE: October 18, 2011

SUBJECT: Audit for 2010-2011 School Year

Vavrinek, Trine, Day & Co., LLP has completed GPA's 2010-2011 audit for the year ending June 30, 2011. The audit included, but was not limited to payroll, human resources, attendance, Federal funding, state funding, ASB, purchasing, payables, receivables, accruals, financial statements, journal entries, and Board minutes. VTD did not report any findings on this audit.

FISCAL IMPACT:

n/a

RECOMMENDATION:

For information only

Prepared by:
Cathy Murphy

Approved by:
Bob Hampton, Superintendent

**GUAJOME PARK ACADEMY
UNAUDITED ACTUALS
June 30, 2011
ADOPTED BUDGET
2011-2012**

		2010-11 ADOPTED BUDGET	2010-11 UNAUDITED ACTUALS 06/30/11
A. REVENUES			
1) Revenue Limit Sources	8010-8099	7,855,192	7,757,534
2) Federal Revenues	8100-8299	0	516,574
3) Other State Revenues	8300-8599	941,771	1,254,505
4) Other Local Revenues	8600-8799	105,625	230,882
5) TOTAL REVENUES		8,902,589	9,759,494
B. EXPENDITURES			
1) Certificated Salaries	1000-1999	3,984,510	3,730,695
2) Classified Salaries	2000-2999	1,127,675	1,118,418
3) Employee Fringes	3000-3999	1,521,431	1,443,157
4) Books, Supplies, Non-Capital Equip	4000-4999	678,122	704,020
5) Services, Other Operating Exp	5000-5999	1,520,500	1,431,261
6) Capital Outlay	6000-6999	70,351	308,283
9) TOTAL EXPENDITURES		8,902,589	8,735,833
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES & USES			
		0	1,023,661
F. FUND BALANCE, RESERVES			
1) Beginning Balance/July 1		4,336,997	5,109,471
2) Ending Balance		4,336,997	6,133,132
Components of Fund Balance			
Restricted for Econ Uncert.		1,904,000	1,904,000
Restricted for Special Purposes		2,175,712	3,205,471
Undesignated		257,285	1,023,661
Total Components of Fund Balance		4,336,997	6,133,132

Transcript and Records Consultant

Initial Salary Schedule Placement

Affected seven Certificated Employees

Cost to GPA is \$18,771 (salary & fringes)

One employee was placed on the wrong column

Transcript Review

Six Certificated Employees missing official transcripts

NCLB Compliance

CBEDS and CalPads

Vavrinek, Trine, Day & Co., LLP

Payroll Input & Processing
Payroll Warrants
Timesheets
Human Resources
Attendance ADA
Instructional Minutes / Bell Schedule
Federal Funding (ARRA & Ed Job Fund)
State Funding Apportionments
Associated Student Body (ASB)
Purchasing
Accounts Payable
Accounts Receivable
Accruals
Financial Statements
Journal Entries
Board Minutes
Governing Board Members, Position & Term Expirations
Superintendent's Contract
Internal Control
Compliance with Government Auditing Standards
Any other areas they feel so inclined to audit!

TO: Board of Directors
FROM: Superintendent
DATE: October 19, 2011

SUBJECT: **Establish a subcommittee for Strategic Plan Foundation Goals**

The Board of Directors attended a workshop on Board Goal Setting September 20, 2011. It was determined from the Board workshop that a subcommittee should be established to work with the Foundation on their Strategic Plan Foundation Goals.

FISCAL IMPACT:

None

RECOMMENDATION:

To appoint members to the subcommittee for Strategic Plan Foundation Goals.

Prepared by:
Dawn Voss

Approved by:
Bob Hampton, Superintendent

GUAJOME PARK ACADEMY
2000 North Santa Fe Avenue, Vista, California 92083
Phone (760) 631-8500 Website www.guajome.net

**BOARD OF DIRECTORS
REGULAR MEETING
October 6, 2011
UNADOPTED MINUTES**

1. **Public Session** Mara Marsh called the meeting to order in public session at 6:01p.m. in Building 1, Student Services Building, Room 1103. Roll Call and Establishment of Quorum:

Members Present: : Mara Marsh, Thea Bachmann, Danielle Barker, Lisa DeBartolo, Debbie Duffy, Sascha Ferda, Kelly Ford, Rod Groenewold, Kathy Hamamoto, Sylvia Harper, Anna McAfee, Britney Oates, Michael Spence

Absent: None

Late Arrivals: None

2. **Approval of Agenda** Moved by Sascha Ferda; second by Michael Spence; Board unanimously approved the agenda with the following vote:

Yes: 13- Mara Marsh, Thea Bachmann, Danielle Barker, Lisa DeBartolo, Debbie Duffy, Sascha Ferda, Kelly Ford, Rod Groenewold, Kathy Hamamoto, Sylvia Harper, Anna McAfee, Britney Oates, Michael Spence

No: None

Absent: None

Late Arrivals: None

3. **Charter School Superintendent report** Bob Hampton reported the following:
 - Guajome hosted a CCSA workshop on campus October 6, 2011.
 - Twenty-five Guajome teachers were selected to participate in Understanding by Design workshops, held on campus, September 21, 22 and 23.
 - Guajome finished the IBMYP review on September 30, 2011. The comments from the visiting team were for the most part very positive. We already identified some areas we have challenges in and have started addressing them.

4. **Public Comments on Agenda Items** None

5. **Public Comments on Non-Agenda Items** None

6. **Student Board Representative Reports**
 - A. Middle School Report- Finiva Ednalino
 - ASB meets every Tuesday, during lunch; they are planning Red Ribbon week from October 24- October 28. ASB is focusing on the IB learner profiles each week.
 - Middle School Cross Country practices Monday-Wednesday after

school with meets taking place on Thursdays. October 27 will be the last meet of the season.

- Advanced Drama meets every Tuesday and Thursday and is currently rehearsing monologues.
- Choir rehearses on Wednesdays and is working on dance moves and lyrics for Michael Jackson's *Thriller*.
- Drumline has two teams; the A- line practice is on Monday and Wednesday, the B-line practice is on Tuesday and Thursday.
- Builders Club meets every Monday and Friday and has restarted the recycling program.

B. High School Report- Catherine Mitchell

- Back to School Night was a huge success.
- High School Cross Country has already had three successful meets.
- Guajome has an amazing, new cheerleading team.
- ASB organized their first pep rally on Friday, September 23, to kick-off a spirit week and a new school year.
- The first High School dance, the Noir-themed Homecoming, was last Friday, September 30.
- ASB had the first signing of their constitution.
- Stage Production is practicing for their newest performance of "The Visit."
- Key Club is holding a school-wide shoe drive, volunteered at the Special Olympics Regional Games on October 1, and will be renovating the community at *Oceanside S.U.N.* on October 22.
- Both Winter Formal and Prom committee has started up and are organizing fundraisers and choosing the venues.
- Winter had their first fundraiser, the Dance and Jazz Exercise Class, on Friday, September 23.
- Guajome offered the ASVAB for students to take to help them find possible careers and is currently offering College workshops for seniors.
- The Guajome Newspaper club, the Yearbook team, and Drumline have all started up.

7. **Educational Services**

A. **Schoolwide Testing and Assessment Report**

Bob Hampton presented on the schoolwide testing and assessment data which included; the California Standards Test five year statistics, CAHSEE passage rates, Demographics, ten year API rankings, AYP targets and trends from last eight years and graduation rates.

8. **Staff and Committee Reports**

A. **International Baccalaureate Report**

Adam Saba introduced himself as the new IB Diploma Coordinator and shared information, statistics on diploma candidate's results and goals he has set for the IB program.

9. **Board of Directors** **A. Best Management Practices Policy**
 Bob Hampton presented the Best Management Practices Policy NO. 3514 to the Board for first read. The policy will be brought back to the November Board meeting for approval.
8. **Consent Calendar** The purpose of the consent calendar motion is to expedite action on routine agenda items. All agenda action items that are not held for discussion at the request of a member of the audience or Board member will be approved as written as part of a single motion Consent Calendar Motion. No action items were held for discussion.
- Moved by; Sascha Ferda; second by Sylvia Harper; the Board unanimously approved the Consent Calendar with the following vote:
- Yes: 13– Mara Marsh, Thea Bachmann, Danielle Barker, Lisa DeBartolo, Debbie Duffy, Sascha Ferda, Kelly Ford, Rod Groenewold, Kathy Hamamoto, Sylvia Harper, Anna McAfee, Britney Oates, Michael Spence
- No: None
- Absent: None
- CONSENT CALENDAR
1. APPROVAL OF MINUTES
 1. September 1, 2011 Board of Directors Meeting
 2. September 20, 2011 Board Workshop of Directors Meeting
11. **Communication from the Board** Mara Marsh commented that it has been noticed that the Executive Board has not had to meet this year due to discipline issues and that it is a reflection on the positive direction the school has taken.
12. **Proposed Agenda Items:** Danielle Barker proposed Agenda item to establish a subcommittee for Strategic Plan Foundation Goals.
- Adjournment:** Mara Marsh adjourned the meeting at 7:07 p.m.

GUAJOME PARK ACADEMY
2000 North Santa Fe Avenue, Vista, California 92083
Phone (760) 631-8500 Website www.guajome.net

BOARD OF DIRECTORS
WORKSHOP
October 18, 2011
UNADOPTED MINUTES

1. **Public Session:** Mara Marsh called the meeting to order in public session at 5:08 p.m.at Guajome Park Academy, Building 1, Student Services Building, Room 1103. Roll Call and Establishment of Quorum:

Members Present: Mara Marsh, Danielle Barker, Lisa DeBartolo, Sascha Ferda, Kelly Ford, Rod Groenewold, Sylvia Harper , Anna McAfee, Catherine Mitchell (student)

Absent: Thea Bachmann, Debbie Duffy, Kathy Hamamoto , Britney Oates, Michael Spence, Finiva Ednalino (student)

2. **Public Comments on Agenda Items** None

3. **Public Comments on Non-Agenda Items** None

4. **Approval of Agenda**

Moved by Sylvia Harper; second by Anna McAfee; Board unanimously approved the agenda with the following vote:

Yes:8- Mara Marsh, Danielle Barker, Lisa DeBartolo, Sascha Ferda, Kelly Ford, Rod Groenewold, Sylvia Harper , Anna McAfee

No: None

Absent:5- Thea Bachmann, Debbie Duffy, Kathy Hamamoto , Britney Oates, Michel Spence, Finiva Ednalino (student)

5. **Workshop**
 1. **Brown Act Training**
Attorney Jerry Simmons from Middleton, Young & Minney provided training for the Board of Directors on Board Governance. An overview of the areas/goals covered included:
 - The Brown Act
 - Conflict of Interest
 - Board Member roles, responsibilities and fiduciary duties

Adjournment: Mara Marsh adjourned the meeting at 6:28 p.m.

GUAJOME PARK ACADEMY – AGENDA ITEM

ITEM 16B

TO: Board of Directors
FROM: Superintendent
DATE: October 20, 2011

SUBJECT: Best Management Practices

Pursuant to City of Vista Municipal Code (VMC Chapter 13.18, Stormwater Management and Discharge Control Program) GPA has implemented best management practices (“BMPs”) in preventing off-site movement of pollutants into the storm water conveyance system.

Policy No. 3514 is presented to the GPA Board for approval.

FISCAL IMPACT:

None

RECOMMENDATION:

Approval of the Best Management Practices Policy.

Prepared by:
Dawn Voss

Approved by:
Bob Hampton, Superintendent

GUAJOME PARK ACADEMY

The Guajome Park Academy (“GPA”) Board of Directors recognizes its responsibility to provide and maintain the facility as a safe and healthy environment for the students, staff, and community members.

Water Quality Protection

Pursuant to City of Vista Municipal Code (VMC Chapter 13.18, Stormwater Management and Discharge Control Program) GPA has implemented best management practices (“BMPs”) in preventing off-site movement of pollutants into the stormwater conveyance system. The following BMPs have been implemented:

- Parking areas and other outside surfaces shall be routinely cleaned using dry methods (e.g. sweeping, etc.) to prevent the accumulation of significant materials. Accumulated materials are disposed of properly. Outside areas will not be cleaned using wet methods unless adequate precautions have been taken to prevent the wash water and other contaminants from entering into stormwater conveyance system.
- Equipment such as mats, filters, etc. will not be washed in areas where wash water or rinse water will drain into the stormwater conveyance system. When necessary, equipment will be washed in designated work areas utilizing structural controls where run-off will not enter stormwater conveyance system and other work surfaces.
- A state approved professional environmental waste management company will inspect and clean all storm receptors on an annual basis.

Fats, Oils, and Grease

Pursuant to City of Vista Municipal Code (VMC Chapter 14.12) GPA has implemented BMPs in preventing fats, oils and grease from polluting the sanitary sewer system. The following BMPs have been implemented:

- Dumpsters and grease bin areas are kept securely closed when not in use.
- Outdoor grease interceptors shall be properly maintained and inspected to ensure proper function. Necessary corrections will be made by a state approved maintenance company.
- Absorbent products will be used to contain and clean up spills and excess oils and grease.

- Exhaust/Ventilation hoods are inspected and properly cleaned regularly by a state approved waste management company.

DATE GPA POLICY ADOPTED BY THE BOARD: _____

DRAFT

GUAJOME PARK ACADEMY – AGENDA ITEM

ITEM

16 B-2

TO: Board of Directors
FROM: Superintendent
DATE: October 25, 2011

SUBJECT: FINANCE COMMITTEE DATES FOR 2011-12 SCHOOL YEAR

The following dates are recommended for the Finance Committee meetings during the 2011-12 school year:

November 8, 2011
January 24, 2012
April 17, 2012
May 15, 2012

FISCAL IMPACT:

None

RECOMMENDATION:

Administration recommends approval of the said Finance Committee meeting dates.

Prepared by:
Cathy Murphy

Approved by:
Bob Hampton, Superintendent

**Guajome Park Academy
Board of Directors**

**Annual Agenda Calendar
2011-2012 school year**

July	August	September	October	November	December
<ul style="list-style-type: none"> • No Regular Board Meeting 	<ul style="list-style-type: none"> • New Board Member Introduction • WASC Update • Alternative Education Update • Board Goal Setting (Workshop) 	<ul style="list-style-type: none"> • Appoint Student Directors 2011-2012 School Year • Strategic Planning Update • Un-Audited Actuals Report • Facilities Report • Nutrition Services Report • Superintendent Goals (Executive) 	<ul style="list-style-type: none"> • Election of Board Officers • International Baccalaureate Report • School-wide Testing and Assessment Report • Student Performance Index Review • Brown Act (Workshop) 	<ul style="list-style-type: none"> • Technology Report • Student Recognition 	<ul style="list-style-type: none"> • First Interim Budget Report • Finance Committee Report

January	February	March	April	May	June
	<ul style="list-style-type: none"> • Budget Workshop • Superintendent's Evaluation (Executive) • Audit Finding Report 	<ul style="list-style-type: none"> • Second Interim Budget Update • Reduction in Force/ Reorganization 	<ul style="list-style-type: none"> • Course Catalogue Adoptions • Student Handbook Adoption • Fine Arts Report • SARC • School Calendar Adoption • Board of Directors Calendar Adoption 	<ul style="list-style-type: none"> • Text book Adoptions • Athletic Report • English Language Learners Report • Staff Recognition • Student Recognition 	<ul style="list-style-type: none"> • Approval of Annual SDCOE Resolutions • Board Member Recognition <hr/> <ul style="list-style-type: none"> Special Budget Meeting: <ul style="list-style-type: none"> • 2011-2012 Year End Fiscal Report • Adoption of the 2011-12 Proposed Budget