



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

Della Cioppa, Taffy  
Admin of Learning Support

Solano, Juan  
Admin of School Culture

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

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**BOARD OF DIRECTORS  
REGULAR MEETING**

**Agenda  
October 6, 2011  
NO EXECUTIVE MEETING**

**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

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<b>Agenda</b>	<b><u>Presenter</u></b>	<b><u>Action/ Information</u></b>
1. <b>PUBLIC SESSION – CALL TO ORDER (6:00 P.M.)</b> Roll call and establishment of quorum: Pledge of Allegiance	Mara Marsh	
2. <b>APPROVAL OF AGENDA</b> Recommended motion: The Board of Directors approve the agenda for the October 6, 2011 Board of Directors Meeting	Mara Marsh	<b>Action</b>
3. <b>CHARTER SCHOOL SUPERINTENDENT REPORT</b> A. General Updates	Bob Hampton	<b>Information</b>
4. <b>PUBLIC COMMENTS ON AGENDA ITEMS</b> The Board welcomes and encourages public comments. Any member of the audience may speak to any agenda item by submitting a <b>BLUE</b> "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.		
5. <b>PUBLIC COMMENTS ON NON-AGENDA ITEMS</b> Any member of the audience may speak to a non-agenda item by submitting a <b>YELLOW</b> "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.

- |    |   |  |                    |
|----|---|--|--------------------|
| 6. | <b>STUDENT BOARD REPRESENTATIVE REPORTS</b><br>A. Middle School Report<br>B. High School Report | Ednalino, Finiva<br>Catherine Mitchell | <b>Information</b> |
| 7. | <b>EDUCATIONAL SERVICES</b><br>A. Schoolwide Testing and Assessment Report                      | Taffy Della Cioppa                     | <b>Information</b> |
| 8. | <b>STAFF AND COMMITTEE REPORTS</b><br>A. International Baccalaureate Report                     | Adam Saba                              | <b>Information</b> |
| 9. | <b>BOARD OF DIRECTORS</b><br>A. Best Management Practices Policy-<br>First Read                 | Bob Hampton                            | <b>Information</b> |

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.

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|-----|---|------------|---------------|
| 10. | <b>CONSENT CALENDAR</b><br>A. <b>APPROVAL OF MINUTES</b><br>1. September 1, 2011 Board of Directors Meeting<br>2. September 20, 2011 Board Workshop Meeting<br><br>B. <b>BOARD OF DIRECTORS</b><br>1. Adoption of Board Goals for 2011-2012 School Year | Mara Marsh | <b>Action</b> |
| 11. | <b>COMMUNICATION FROM THE BOARD</b>   | Mara Marsh |               |
| 12. | <b>PROPOSED AGENDA ITEMS FOR UPCOMING MEETINGS</b>  | Mara Marsh |               |
| 13. | <b>FUTURE BOARD MEETING DATES</b><br>• October 18, 2011 Board Workshop<br>• November 3, 2011<br>• December 8, 2011  |            |               |
| 14. | <b>ADJOURNMENT</b>  | 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:** Superintendent  
**DATE:** September 30, 2011

**SUBJECT: International Baccalaureate Report**

Adam Saba will be presenting the data from last year's IB testing as well as the statistics for student participation in full Diploma as well as the certificate students. In addition, he will relate the school's mission and vision to IB Diploma and discuss where we are concerning our five year strategic planning as it relates to IB Diploma.

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

Information only

**Prepared by:** Adam Saba

**Approved by:**

Bob Hampton, Superintendent

**GUAJOME PARK ACADEMY – AGENDA ITEM**

**ITEM 9A**

**TO:** Board of Directors  
**FROM:** Superintendent  
**DATE:** September 30, 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 a first reading and will be placed on the next Board agenda for approval.

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

First reading 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 10B**

**TO:** Board of Directors  
**FROM:** Superintendent  
**DATE:** September 30, 2011

**SUBJECT: 2011-2012 BOARD OF DIRECTORS GOALS**

The Board of Directors attended a workshop on September 20, 2011 to set Board Goals for the 2011-2012 school year. The 2011-2012 Board Goal document is presented to the Board for approval.

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

To approve the Board Goals for the 2011-2012 school year.

Prepared by: Dawn Voss

Approved by: Bob Hampton, Superintendent

2011-2012 Guajome Park Academy Board Goals	Measure Success:
<p>The Board shall ensure...</p> <p>1. That GPA remains fiscally solvent while maximizing resources to support the adopted Mission and Vision</p>	<ul style="list-style-type: none"> <li>• Balanced budget</li> <li>• Adequate reserves</li> <li>• Positive cash flow</li> <li>• Fiscal decisions grounded in academic priorities and supporting mission and vision</li> <li>• Clean audit or appropriate response if needed</li> <li>• Sound multiyear projection</li> <li>• Quarterly Report from Guajome Learning Centers</li> </ul>
<p>The Board shall ensure...</p> <p>2. That GPA establishes and meets annual academic growth targets which shall exceed state mandates and charter terms.</p>	<ul style="list-style-type: none"> <li>• Meet API growth target and sub group targets</li> <li>• 98% graduation rates</li> <li>• Improve percentage of students achieving proficient and advanced on STAR test</li> <li>• Increase percentage of students who take and pass the IB and AP tests</li> <li>• Increase percentage of students who take the PSAT, SAT, ACT and are college eligible</li> <li>• All graduating students will be CSU/UC Eligible</li> </ul>
<p>The Board shall ensure...</p> <p>3. That GPA offers and supports innovative programs</p>	<ul style="list-style-type: none"> <li>• Adopt and sustain innovative learning opportunities and support co-curricular and extracurricular activities</li> <li>• Maintain successful programs and add new and promising activities</li> <li>• Increase the number of students in extracurricular and co-curricular activities</li> </ul>
<p>The Board shall ensure...</p> <p>4. That the Foundation meet its goals</p>	<ul style="list-style-type: none"> <li>• Establish a committee to assist the Foundation to pursue their goals</li> </ul>

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

**BOARD OF DIRECTORS**  
**REGULAR MEETING**  
**September 1, 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, Kathy Hamamoto, Sylvia Harper, Anna McAfee, Michael Spence  
  
Absent: Rod Groenewold  
  
Late Arrivals: Britney Oates 6:10p.m.
2. **Approval of Agenda** Moved by Sascha Ferda; second by Sylvia Harper; Board unanimously approved the agenda with the following vote:  
  
Yes: 11 Mara Marsh, Thea Bachmann, Danielle Barker, Lisa DeBartolo, Debbie Duffy, Sascha Ferda, Kelly Ford, Kathy Hamamoto, Sylvia Harper, Anna McAfee, Michael Spence  
  
No: None  
  
Absent: Rod Groenewold  
  
Late Arrivals: Britney Oates 6:10p.m.
3. **Charter School Superintendent report** Bob Hampton reported the following:
  - The API score increased to 814
  - A future presentation will be given to the Board on specific CST scores
  - Guajome Park Academy hired two new staff members: Jolene Riley for Middle School Music and David Dyer for High School Science
4. **Public Comments on Agenda Items** None
5. **Public Comments on Non-Agenda Items** None
6. **Fiscal Services**
  - A. **Un-Audited Actuals Report**  
Cathy Murphy provided and presented a financial report reflecting the unaudited actuals for the 2010-2011 school year. Cathy reported the year is officially closed.

7. **Educational Services**
- A. Summer School Report**  
 Bob Hampton presented the summer school report for 2011-2012: summer school curriculum included the APEX Online Learning System which is currently used for the Guajome Learning Centers program. The program was very successful.
8. **Staff and Committee Reports**
- A. Nutritional Services Report**  
 Kathy Hamamoto reported the Guajome Park Food Services program had a successful first year that ended with an Administrative Review by the California Department of Education Nutrition Services Division. The findings were overall positive. Guajome will continue to partner with Oceanside Unified School District's Lighthouse Foods.
- B. Facilities Report**  
 Eddie Baker presented facility updates on the construction project timelines for Guajome Park campus' expansion and portables, summer projects on main campus and upgrades to Guajome Learning Centers' classrooms at the AGSEM.
- C. Strategic Planning Update**  
 Bob Hampton presented the updated 5-Year Strategic Plan that was first approved by the Board on January 14, 2010. The plan has been updated for years one, two, and three.
9. **Board of Directors**
- A. Seat Student Board Representatives**  
 Finiva Ednalino was seated as the Middle School student representative and Catherine Mitchell as the High School student representative on the Board of Directors.
10. **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; Michael Spence; second by Kathy Hamamoto; the Board unanimously approved the Consent Calendar with the following vote:
- Yes 12:– Thea Bachmann, Danielle Barker, Mara Marsh, Lisa DeBartolo, Debbie Duffy, Sascha Ferda, Kelly Ford, Kathy Hamamoto, Sylvia Harper, Anna McAfee, Britney Oates, Michael Spence
- No: None
- Absent: Rod Groenewold
- CONSENT CALENDAR**
1. **APPROVAL OF MINUTES**
1. August 4, 2011 Board of Directors Meeting
  2. August 16, 2011 Special Executive Board of Directors Meeting

11. **Communication from the Board** Kathy Hamamoto shared her experience as the new ASB Director. The highlight for the month was the Constitution signing on Thursday, August 31.
- Lisa DeBartolo stated she thought this year was the best start of the school year yet.

12. **Proposed Agenda Items:** None

**Adjournment:** Mara Marsh adjourned the meeting at 6:58p.m.

**BOARD OF DIRECTORS**  
**SPECIAL BOARD MEETING**  
**September 20, 2011**

**UNADOPTED MINUTES**

- Public Session and Call to Order:** Anna McAfee called the meeting to order in public session at 5:10 p.m. in Building 1, Student Services Building, Room 1103. Roll Call and Establishment of Quorum:
- Members Present: Danielle Barker, Lisa DeBartolo, Debbie Duffy, Kelly Ford, Kathy Hamamoto, Sylvia Harper , Anna McAfee, Britney Oates, Michael Spence , Catherine Mitchell(student)
- Absent: Thea Bachmann, Sascha Ferda, Finiva Ednalino (student)
- (Late Arrivals: Mara Marsh at 5:12 p.m., Rod Groenewold 5:13p.m.)
- Public Comments on Agenda Items** None
- Public Comments on Non Agenda Items** None
- Approval of Agenda:** Moved by Sylvia Harper; second by Mara Marsh; the Board unanimously approved the agenda with the following vote:
- Yes:11 - Danielle Barker, Lisa DeBartolo, Debbie Duffy, Kelly Ford, Rod Groenewold, Kathy Hamamoto, Sylvia Harper , Mara Marsh, Anna McAfee, Britney Oates, Michael Spence
- No: None
- Absent: Absent: Thea Bachmann, Sascha Ferda, Finiva Ednalino (student)
- Workshop**
- A. Board Goal Setting  
Facilitator, Bob Hampton, led the Board of Directors through a goal-setting session. A first draft of the Board goals was developed and includes the following:
- The Board shall ensure:**
- That GPA remains fiscally solvent while maximizing resources to support the adopted Mission and Vision;
  - That GPA establishes and meets annual academic growth targets which shall exceed state mandates and charter terms;
  - That GPA offers and supports innovative programs; and
  - That the Foundation meets its goals
- Measure of Success:**
1. That GPA remains fiscally solvent while maximizing resources to

support the adopted Mission and Vision

- Balanced budget;
  - Adequate reserves;
  - Positive cash flow;
  - Fiscal decisions grounded in academic priorities and supporting mission and vision;
  - Clean audit or appropriate response if needed;
  - Sound multiyear projection; and
  - Quarterly Report from Guajome Learning Centers.
2. That GPA establishes and meets annual academic growth targets which shall exceed state mandates and charter terms.
    - Meet API growth target and sub group targets;
    - 98% graduation rate;
    - Improve percentage of students achieving proficient and advanced on STAR test;
    - Increase percentage of students who pass the IB and AP tests;
    - Increase percentage of students who take the PSAT, SAT, ACT, and are college eligible; and
    - All graduating students will be CSU/UC eligible.
  3. That GPA offers and supports innovative programs
    - Adopt and sustain innovative learning opportunities and support co-curricular and extracurricular activities;
    - Maintain successful programs and add new and promising activities; and
    - Increase the number of students in extracurricular and co-curricular activities.
  4. That the Foundation meet its goals
    - Establish a committee to assist the Foundation to pursue their goals.

**Adjournment:**

Mara Marsh adjourned the meeting at 8:06 p.m.

**Guajome Park Academy  
Board of Directors  
Annual Agenda Calendar  
2011-2012 school year**

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

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