Santiago Middle School
Charter Board · Regular Meeting
School Library
515 N. Rancho Santiago Blvd., Orange, CA

Wednesday, March 6, 2019
Closed Session: 6:00 p.m.
Regular Session: 6:30 p.m.

Anyone who wishes to address the board must complete a blue speaker card, also available at the entry door. If you wish to speak in regard to an agenda item and so specify on the blue card, you will be given an opportunity when the board discusses that item. Otherwise, you will be given an opportunity to speak during the Public Comments period, set aside to raise issues not on the agenda.

Agenda

1. **Call to order: 6:00 p.m.**

2. **Establish Quorum**

3. **Public Comment on Closed Session Agenda Item**

4. **Adjourn to Closed Session – 6:00 p.m.**
   A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
   (Gov. Code section 54957(b).)

5. **Call to Order Regular Session: 6:30 p.m.**

6. **Pledge of Allegiance**

7. **Report Closed Session decision as required by the Brown Act**

8. **Approval of Agenda**

9. **Approval of Minutes**
   February 20, 2019 Charter Board Meeting

10. **Public Comment: Non-Agendized Items**

Members of the audience may address the Charter Board on items not on the agenda that are within the Board's subject matter jurisdiction. Speaking time is limited to 3 minutes per person with a 20 minutes maximum per topic. Matters not on the agenda may neither be acted on nor discussed by the Board, but will be researched and responded to in any of the following ways: 1) telephone after research; 2) by mail after research; 3) at a subsequent Board meeting as an agenda item.

11. Information/Discussion Items:

A Curriculum

The History Department and MTSS Program will give the March presentations

B. Board Comments

Board Members may address the board on non-agendized items. No discussion or action can take place on items that are not on the agenda.

C. Charter Directors

Clarification on Charter Directors term limits

D. Principal's Report

Dr. D'Agostino and Ashley Pedroza will report on the state of the School

12. Consent Items:

A. Personnel Reports

Approval of Certificated and Classified personnel reports requiring action that may include extra pay projects, separation from service, short-term employment, change of status, student teachers and new hires.

B. Purchase Orders

Approval of purchase orders 2107 through 2115 and addendums to purchase orders 2045, 2048 and 2061 which have been processed in accordance with the rules and regulations of the Charter Board and applicable requirements of the State of California.

C. Warrants List

Approval of warrants 1162 through 1171 and 20000347 through 20000379 and electronic transfer which have been processed in accordance with the rules and regulations of the Charter Board and applicable requirements of the State of California.

13. Action Items:

A Approval of Second Interim report for 2018-19

General summary of revenue and expenditures as of January 31, 2019

B. Adoption of Multi-Year Budgets

Revised Budget for 2018-19 and Budget Projections for 2019-20 and 2020-21

14. Adjournment: Next meeting: April 17, 2019

Agenda items are available for viewing in the office and on the Santiago website at www.orangeusd.org/santiago/charterboard/agendasandminutes.html

Posted 3/1/19

Santiago Middle School Charter Board
Meeting Minutes
Wednesday, February 20, 2019

The Santiago Middle School Charter Board met in regular session February 20, 2019, in the school library. Directors present at the meeting are noted with an "X".

X	Robin Acree (Parent Rep)	X	Kareem Khaled (Certificated Rep)
*	John Besta (Chairperson/Community Rep)	X	Lani Napoli (Teacher Rep)
X	Kelli Colbert (Parent Rep)	X	Ashley Pedroza (Secretary/ Curriculum Rep)
X	Andrew Edlund (Parent Rep)	X	Lee Petros (Vice Chairperson/Parent Rep)
X	Judy Henderson (Certificate Rep)	X	Cynthia Robles (Classified Rep)
*	Cathie Hunsberger (Certificated/Classified Rep)		

An "*" indicates directors who were not present for the entire meeting.
A meeting notice, together with an agenda packet, was provided to each director by February 15, 2019. On the same date, a meeting agenda – including date, time and place – was posted at the entrance to the school office, on the office bulletin board and on Santiago's website.

1. **Call to order**: Lee Petros called the meeting to order at 6:33pm

2. **Quorum was established.**

3. **Pledge of Allegiance:** led by Lee Petros

4. **Approval of Agenda:**
   Motion to approve agenda by Robin Acree
   Approved: Yes

5. **Approval of Minutes:**
   January 16, 2019 - Regular Meeting Minutes
   Motion to approve by Lani Napoli
   Approved: Yes

6. **Public Comments: Non-Agendized Items**
   No public comments

7. **Information / Discussion Items:**

A. Board Comments

- Update on Teen Talk: Santiago reached out to legal counsel. Response from attorney provided to board. Bottom-line: Santiago has not and does not intend to utilize Teen Talk. Concern with opt-in and opt-out, addressed in legislature. OUSD letter that they give families also provided. OUSD is developing a stakeholder group to put together curriculum.

B. Curriculum: Science Department Share Out

- 100% implementation of NGSS
- 5 E's and implementation of engineering standards

C. Principal's Report

- STRIVE: Great to have Sue Baden as the guest speaker and Mr. Khaled is an awesome MC.
- 4 Banners: Civic Learning Merit, P21, WASC, Schools to Watch, will be put up on the fence tomorrow
- Open Enrollments: lots of open enrollment and working to continue market the school
- El Modena has been on campus this week at lunch and market their programs.
- On Friday, our students walk to El Modena to visit the campus and see the programs.
- PALS took boxes of donations to the OC Animal Shelter. Wagons full of donation items and great learning opportunity for students.
- Promotion times will be adjusted for the El Modena graduation at Angel Stadium. Meeting with feeder schools to ensure time adjustments work.
- Lots of upcoming conferences and recognitions in March and April.

8. **Consent Items**

A. Personnel Reports:

Approval of Certificated and Classified personnel reports requiring action that may include extra pay projects, separation from service, short-term employment, change of status, student teachers, and new hires.
Fiscal Impact: $6,438

B. Purchase Orders:

Approval of purchase orders 2096 through 2106 which have been processed in accordance with the rules and regulations of the Charter Board and applicable legal requirements of the State of California.
Fiscal Impact: $23,639.50

C. Warrants Lists:

Approval of warrants 1143 through 1161 and 20000304 through 2000346 and electronic transfer which have been processed in accordance with the rules and regulations of the Charter Board and applicable requirements of the State of California.
Fiscal Impact: $1,550,631.05

Motion to approve Consent Items by Kareem Khaled
Approved: Yes

9. Action Items:

A. Low-Performing Students Block Grant (LPSBG). Accept state funds allocated for Santiago students identified as low-performing on state English Language Arts or Mathematics. Block Grant: $108,681

Motion to approve Consent Items by Kelli Colbert
Approved: Yes
Middle Schools revised Reclassification Guidelines for English Learners.

Motion to approve Consent Items by Lani Napoli
Approved: Yes

C. Appointment of Nominating Committee for 2019-2020 Charter Directors. This committee will solicit and submit names for consideration: positions available include two parent representatives, one teacher representative, one certificated/classified representative and one certificated representative.

Committee Include: Judy Henderson, Lani Napoli, Kelli Colbert

Motion to approve Consent Items by Kareem Khaled
Approved: Yes

D. Appointment of an AD HOC Committee to perform Principal's Evaluation. This committee will conduct the annual evaluations for Dr. Jim D'Agostino.

Committee Include: Judy Henderson, John Besta, Lee Petros

Motion to approve Consent Items by Lani Napoli
Approved: Yes

10. Adjournment:

The meeting was adjourned by Lee Petros at 7:34pm
Next meeting: March 6, 2019

Reviewed and edited by Ashley Pedroza

The Board of Directors has approved the foregoing minutes

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Ashley Pedroza, Secretary

TOPIC: **PERSONNEL REPORT**

DESCRIPTION: All actions in the Personnel Reports, representing a cost to Santiago have been reviewed by the Business Manager and have been assigned a budget number. Appropriate funds exist in all budget areas presented in the Personnel Report. Some items on the report represent the maximum amount that could be encumbered for that item, the actual expenditure may be less and in no instance will the expenditure be more than the requested amount without an additional request being generated.

The report may require actions for extra pay projects, separation from service, short-term employment, leaves of absence, change of status, and new hires.

All of the above requests have been processed in accordance with the rules and regulations of the Charter Board and the applicable legal requirements of the state of California and the Orange County Department of Education.

FISCAL IMPACT: **$6,185.00**

RECOMMENDATION: It is recommended that the Santiago Charter Board approve the Personnel Reports dated March 6, 2019, as presented.

Consent Item #12-A

PERSONNEL REPORTS

March 6, 2019

CERTIFICATED PERSONNEL REPORT

EXTRA EARNINGS

	Name	Position	Schedule/Step/ Column	Rate	Effective From	Effective To	Comments	# of Units	Salary
1	Ammann, Jourden	Home Tutoring	Hourly Rate	$42.92/HR	2/6/2019	6/13/2019	Home tutoring for Special Ed student	20	$ 859.00
2	Arnett, Steven	Afterschool Tutoring	Hourly Rate	$42.92/HR	2/6/2019	3/1/2019	Add'l support for tutoring	12	$ 516.00
3	Huber, Susan	Teacher	Stipend	$1,500.00	8/18	6/19	Retirement Incentive	1	$ 1,500.00
4	Snider, Sandra	Home Tutoring	Hourly Rate	$42.92/HR	2/6/2019	6/13/2019	Home tutoring for Special Ed	20	$ 859.00
5	Whitlock, Dana	Home Tutoring	Hourly Rate	$42.92/HR	2/6/2019	6/13/2019	Home tutoring for Special Ed	20	$ 859.00
									$ 4,593.00

OPEN POSITIONS

	Name	Position	Administrative Unit	Effective	Comments
1	TBD	Teacher - Special Ed RSP	J D'Agostino	8/16/2019	Replacement for D Whitlock who is resigning 6/14/19.

STUDENT TEACHER

	Name	Position	Assignment	From	To	Comments
1	Palacios, Kendal	Math Teacher	P Abouabdo	1/28/2019	6/13/2019	Student Teacher from Concordia Univeristy, Irvine

CLASSIFIED PERSONNEL REPORT

EXTRA EARNINGS

	Name	Position	Schedule/Range/ Step	Rate	Effective From	Effective To	Comments	# of Hours	Salary
1	Alexander, Gavyn	Afterschool Sports	38/26/01	$15.92/HR	2/11/2019	6/7/2019	Add'l support for sports	50	$ 796.00
2	Doughty, Alyssa	Afterschool Sports	38/26/01	$15.92/HR	2/11/2019	6/7/2019	Add'l support for sports	50	$ 796.00
									$ 1,592.00

TOTAL: $ 6,185.00

TOPIC: **PURCHASE ORDER LIST**

DESCRIPTION: Purchase orders have been processed in accordance with the rules and regulations of the Charter Board and applicable legal requirements of the State of California.

FISCAL IMPACT: $22,407.53

RECOMMENDATION: It is recommended that the Santiago Charter Board approve the Purchase Order List dated March 6, 2019 as presented.

SANTIAGO CHARTER MIDDLE SCHOOL
PURCHASE ORDER LISTING

Consent Item #12-B

CHARTER BOARD MEETING - March 6, 2019

The following purchase orders have been issued in accordance with the Santiago Middle School purchasing policy and authorization of the Charter Board. It is recommended that the following purchase orders be approved and that payment be authorized upon the delivery and acceptance of the items ordered.

P.O. #	VENDOR NAME	BUDGET	DESCRIPTION	AMOUNT
2045	Time & Alarm Systems	Equipment Repair	Increase PO from $1,500 to $5,000 Open PO for Alarm Service & Repairs	$ 3,500.00
2048	Demco, Inc.	Classroom Materials & Supplies	Increase PO from $500 to $1,200 Open PO for Library Supplies	$ 700.00
2061	Music & Arts	Equipment Repairs	Increase PO from $4,291 to $4,345.17 Repair for band instruments	$ 54.17
2107	California League of Schools	Training & Development	2019 CMGA Conference Registration, 3/15-3/17/19 for A Pedroza, Dr. Eaton, M Mallory, K Meier & L Napoli	$ 1,680.00
2108	Amazon	Classroom Materials & Supplies AL Grant & SFFCU Grant	Panasonic Camera, Len, Memory & Cable	$ 702.75
2109	Apex Gulf Carts	Equipment Repair	Repair Security Golf Cart	$ 522.57
2110	Park Warehouse LLC	Noncapitalized Equipment	12 Picnic Tables for Students	$ 8,563.16
2111	DM & Associates	General Materials & Supplies	Santiago Canopy, Flags & Table Cover	$ 1,855.68
2112	Accrediting Commission of Schools	Dues & Memberships	2018-19 WASC Membership Fees	$ 1,020.00
2113	OCDE	Training & Development	PALS Program 3/19-3/20/19 for Kareem Khaled	$ 350.00
2114	J & M Promotions	General Materials & Supplies	Parent Volunteer Shirts (10 Small)	$ 178.20
2115	Air-Ex Air Conditioning, Inc.	Building Maintenance	Remove and replace controllers in 100 bldg.	$ 3,281.00
			TOTAL	**$22,407.53**

TOPIC: **WARRANT LIST**

DESCRIPTION: Warrants have been processed in accordance with the rules and regulations of the Board of Education and applicable legal requirements of the State of California.

FISCAL IMPACT: $868,997.13

RECOMMENDATION: It is recommended that the Santiago Charter Board approve the warrant list dated March 6, 2019, in the amount of $868,997.13.

Consent Item # 12-C

SANTIAGO CHARTER MIDDLE SCHOOL
WARRANT LISTING

March 6, 2019

Payment Number	Payment Date	Payee Name	Check Amount	Transaction Description
1163	2/12/2019	Southern California Edison	$ 6,370.14	Utilities - Electric January 2019
1164	2/12/2019	Jason Askenaze	$ 144.84	Reimbursement for electric work supplies
1165	2/12/2019	Nanette Proctor	$ 27.00	Reimbursement for gas for mowers
1166	2/12/2019	Augustin Egelsee LLP	$ 4,500.00	Legal Fees for Special Ed agreement for K Sanchez
1167	2/22/2019	F&M Credit Card	$ 2,234.44	January 2019 Visa payment for CASCWA Conference hotel, NY/DC Trip and Schools to Watch lunch
1168	2/22/2019	Jenniffer Grishaber	$ 17.34	Reimbursement for postage
1169	2/22/2019	Park Warehouse LLC	$ 8,563.16	(12) Picnic tables for student lunch area
1170	2/25/2019	Ricardo Rodriguez	$ 45.27	Reimbursement for Open House waters and sodas
1171	2/25/2019	DM and Associates	$ 1,855.68	Santiago canopy, flags and table cover
20000347	2/15/2019	Air-Ex Air Conditioning Inc	$ 430.96	Equipment Repair & Building Maintenance - Drama Room
20000348	2/15/2019	Eagle Communications	$ 1,189.29	Radio Repairs - antennas, switches, batteries & labor
20000349	2/15/2019	F&M Credit Card	$ 1,897.18	January 2019 Visa payment for student lanyards, computer cables, Psychologist protocols, CADA Membership and Soring over CA Conference - R Patel & N Barbas
20000350	2/15/2019	Grainger	$ 16.90	Materials for Plant Maintenance
20000351	2/15/2019	Gorm, Inc	$ 66.31	Materials for Plant Maintenance
20000352	2/15/2019	Glasby	$ 258.60	Materials for Plant Maintenance
20000353	2/15/2019	Home Depot Credit Services	$ 58.61	Materials for Plant Maintenance
20000354	2/15/2019	IXL Learning	$ 79.00	Professional Expenditures - Upgrade for IXL Site License
20000355	2/15/2019	Lab-Aids	$ 2,191.79	Classroom Materials and Supplies - Science Lab Kits Assistance League Grant
20000356	2/15/2019	Law Offices of Young, Minney & Corr	$ 2,652.40	Legal Services and Audit for January 2019
20000357	2/15/2019	Mardan School	$ 7,974.30	Non-Public School for Special Needs Student Hernandez & MacPhail January 2019
20000358	2/15/2019	Orange Unified School District	$ 125,482.02	Reimbursement for Classified 6B - January 2019 Payroll and Benefits
20000359	2/15/2019	Orange Unified School District	$ 458,712.91	Reimbursement for Certificated 7A - January 2019 Payroll and Benefits and November 2018 Health and Welfare
20000360	2/15/2019	Orange Unified School District	$ 117,354.45	Reimbursement for Classified 7B - February 2019 Payroll and Benefits

Consent Item # 12-C

SANTIAGO CHARTER MIDDLE SCHOOL
WARRANT LISTING

March 6, 2019

Payment Number	Payment Date	Payee Name	Check Amount	Transaction Description
20000361	2/15/2019	Olive Crest Academy	$ 4,936.68	Non-Public School for Special Needs Student M Saldana January 2019
20000362	2/15/2019	Professional Turf Specialties, Inc	$ 2,969.00	February 2019 Monthly Lawn Maintenance
20000363	2/15/2019	Southwest School & Office Supply	$ 110.90	Classroom Materials and Supplies - EL Program
20000364	2/15/2019	School Services Of California Inc.	$ 260.00	January 2019 Fiscal Services
20000365	2/15/2019	Stepping Stones Therapy, Inc.	$ 6,882.45	Non-public agency for Special Needs Students - SLP, SLPA and OT for January 15 - 31, 2019
20000366	2/15/2019	Sunrise Surveillance	$ 450.00	School camera repairs and service
20000367	2/15/2019	Staples Business Credit	$ 684.60	Materials and Supplies - General
20000368	2/15/2019	Well Street Psychological Group, Inc.	$ 4,521.25	January 2019 Psychological & Mental Health Services
20000369	2/15/2019	Wells Fargo Trust Company, N.A.	$ 10,239.31	Lease payment for Chromebooks - March 2019
20000370	2/26/2019	Amazon.com	$ 1,635.69	Materials and Supplies - Office & Classroom, Spanish Library Books and Film Class supplies
20000371	2/26/2019	Apex Golf Carts	$ 522.57	Golf Cart Repair, Transport & Supplies
20000372	2/26/2019	Charter School Management Corp.	$ 4,066.66	Financial Services - March 2019 Business Back Office Monthly Support
20000373	2/26/2019	SoCalGas	$ 2,176.85	Utilities - Gas 01/16/19 - 02/14/19
20000374	2/26/2019	J.W. Pepper & Son, Inc.	$ 62.50	Classroom Materials and Supplies - Band
20000375	2/26/2019	NCS Pearson Inc	$ 368.50	Classroom Materials and Supplies and Professional Services - Special Ed Testing Protocols & Online Testing Subscription
20000376	2/26/2019	Orange Unified School District	$ 13,332.25	Reimbursement for January 2019 2% Oversight Fees
20000377	2/26/2019	Orange Unified School District	$ 65,801.33	Reimbursement for 2018/19 1st Interim 3.75% Service Fees
20000378	2/26/2019	Stepping Stones Therapy, Inc.	$ 6,834.00	Non-public agency for Special Needs Students - SLP, SLPA and OT for February 1 - 15, 2019
20000379	2/26/2019	Accrediting Commission for Schools	$ 1,020.00	Dues and Memberships - WASC Annual Accrediting Fee for 2018/19
		Total Check Amount	**$ 868,997.13**	