

**SANTIAGO CHARTER MIDDLE SCHOOL  
Charter Board · Regular Meeting**

**Wednesday, February 15, 2023  
6:30 pm: Regular Session**

*Anyone who wishes to address the board must complete a blue speaker card available at the entry door. If you wish to speak regarding 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.*

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**AGENDA**

**1. Call to order: 6:30 pm**

**2. Establish Quorum**

**3. Pledge of Allegiance**

**4. Approval of Agenda**

**5. Approval of Minutes**

*January 18, 2023, Charter Board Meeting*

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

**7. Information/Discussion Items:**

a. 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.*

b. Principals Report:

*Dr. D'Agostino and Co-Principal Pedroza will report on the state of the school.*

c. Department Presentation

*SpEd and Counseling*

**8. Consent Items:**

a. Personnel Reports

*Board will vote on Certificated and Classified personnel reports requiring action that may include extra pay projects, separation from service, short-term employment, change of status and new hires.*

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*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 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.

**b. Purchase Orders**

*Board will vote on purchase orders 2818 - 2820 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**

*Board will vote on warrants 2035 through 2069 and 10470 through 10524 which have been processed in accordance with the rules and regulations of the Charter Board and applicable requirements of the State of California.*

**9. Action Items:**

**10. Adjournment:**

*Next meeting scheduled for March 8, 2023.*

**Agenda items are available for viewing in the office and on the Santiago website at**

**<https://www.santiagocharterms.org/aboutsantiago/charter-board>**

**Santiago Middle School Charter Board  
Meeting Minutes  
Wednesday, January 18, 2023**

The Santiago Middle School Charter Board met in person on January 18, 2023. Directors present at the meeting are noted with an “X”.

	Eric Jaime (Parent Rep)	X	Cathy Hunsberger (Certificated Rep)
X	John Besta (Chairperson/Community Rep)	X	Kelli Colbert (Parent Rep)
	H Hanson (Vice Chairperson/Teacher Rep)		Andrew Edlund (Parent Rep)
X	Justin Vasquez (Teacher Rep)	X	Sandra Snider (Certificate & Classified Rep)
X	Ashley Pedroza (Secretary/Curriculum Rep)	X	Lisa Adray (Classified Rep)
X	Dennis McCuiston (Parent Rep)	X	District Representative: Ken Miller

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 January 16, 2023. 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:** John Besta called the meeting to order on January 18, 2023 at 6:34pm.
2. **Quorum was established.**
3. **Pledge of Allegiance:** led by John Besta.

**4. Agenda**

**Motion to approve by Kelli Colbert**

**Approved: YES, 8-0**

**5. Approval of Minutes: November 30, 2022**

**Motion to approve by Dennis McCuiston**

**Approved: YES, 8-0**

**6. Public Comments: NA**

**7. Information/Discussion Items:**

A. Budget Presentation from Daniel Lee from ICON Management

B. Board Comments: NA

C. Principals' Report:

- Wishing our Board Members and community a great holiday and happy new year. We ended the year with lots of exciting things and are kicking off many events this upcoming year.
- SBAC and Data Information and Plan: The long-term and short-term

Before we left for break:

- Santana Santa Social was great! Lots of people, performances and activities for our community.
- We had band, orchestra and guitar concerts and they were all great - Ms. Abifadel does a wonderful job of providing our students with an exceptional program.
- We had a faculty holiday party that was fun and a great way to end the year.

During break:

- Our air conditioning system was evaluated during break and all the controls were assessed and replaced if needed. We are currently working on temperature control in different classrooms and will continue to work to make sure all parts of our heating and cooling system are up to date and in good condition.
- A FEMA trailer was set on our auxiliary lot to prepare our community if ever a disaster. The 40-ft trailer is refrigerated and holds meals for the community if ever needed. The trailer and food were supplied and donated by Mike Learakos Abound Food Care. Community members provided the work at cost due to the cause of these efforts.
- All palm trees were trimmed by donation and a large pine tree in the back of the school was cut to save due to bark beetles. This work with the palms was donated by a Santiago parent.

- Lighting was added to the campus in areas of dark to provide further security to our campus.
- Sewage drains were cleaned and jetted.
- Painting was touched up throughout the campus including repainting the curbs in the main lot for parking v. non-parking areas.
- Security camera signs were posted throughout the campus.
- We along with our use of facility partners put about \$20,000 into the fields during break including fertilizer, heavy seed, and aeration along with the hope that we would get a lot of rain...which we did!
- We spent the holiday break preparing for the rest of the school year: SBAC Testing, Open Enrollment, Registration and other events. We are excited to kick off the upcoming months.
- **Fiscal updates:** The governor has released his tentative budget for the upcoming year and it looks as if he intends to keep the education budget at the current level with some increases to COLA but some decreases to Art and Music which may be offset by the recent ballot approval for increased funding to Art and Music. We will be evaluating and getting updates on this over the next few months.

This week and upcoming events:

- Musical Theater is performing Elf and all the community is invited to see this exceptional performance by Mr. Hansen and our students.
- 6th Grade Visits are this week and we are excited to welcome all of our future Santanas.
- Open Enrollments start 1/17 and we look forward to welcoming a large open enrollment population.
- We are preparing for Registration and class selection for our future Santanas.
- We are preparing for testing - our testing week will be adjusted and will look completely different from what we have done in the past. We are working with our community and families to create an ideal testing environment for all students.
- We will be participating in the East Orange Showcase on February 8th with the rest of our feeder pattern.

## 8. Consent Items

### **A. Personnel Report:**

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

Fiscal Impact: \$6661.50

**B. Purchase Orders**

Board will vote on purchase orders 2818-2820 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: \$22,104.08

**C. Warrants List**

Board will vote on warrants 2035-2069 and 10470-10524 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: \$851,578.10

**D. Gifts:** Acceptance of donations which may include equipment, educational materials and/or cash.

Fiscal Impact: \$9000

**Motion to approve** by Cathy Hunsberger

**Approved: YES, 7-0, recusal Ashley Pedroza**

**9. Action Items**

**a. Contract Services and Purchase Order Report**

**Motion to approve** by Dennis McCuiston

**Approved: YES, 8-0**

**b. Santiago Education Foundation Bylaws and Articles of Incorporation**

**Motion to approve** by Lisa Adray

**Approved: YES, 8-0**

**10. Adjournment:**

The meeting was adjourned by John Besta at 7:39p.

Next meeting: February 15, 2023

Reviewed and edited by Ashley Pedroza

The Board of Directors has approved the foregoing minutes

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Ashley Pedroza, Secretary

# Principal's Report 2/10/2023

Since the Last Meeting:

- Civic Learning Merit Award recognition 2022
- WASC Accreditation - 6 year term with mid-cycle visit
- FPM Audit completion and acceptance with state
- El Modena Showcase - students performed and we had the opportunity to talk with a variety of parents to promote Santiago
- Enrollment Projections: We are marketing our school and leading tons of tours right now
- Open Enrollment is in full effect and we have a dozen or so families, each day, bring in the required paperwork to start the enrollment process
- We started a Facebook Campaign and have been sharing unique aspects of Santiago - the first campaign yielded 14 contacts and of those 14, we had two register for next year and have two tours scheduled in the next week
- RAD Assembly - great way to celebrate student achievement
- Baba the Storyteller to kick off Reading Month at Santiago
- Valentine's Dance - great way to kick off the Spring season
- KiisFM and iHeartRadio school "takeover" with an impromptu concert with DJ Tye Hollywood on Valentine's Day
- We have recovered 181 days of Short-Term Independent Study
- Our Musical Theater Conservatory students, led by Mr. Hanson, performed Elf and did a great job providing a really fun show to our students and community
- 6th Grade Visits - great job Roshni and Lauren for coordinating and leading the charge with engaging our future Santanas
- High School Visits: Our students visit El Modena High School the first week of March and then students resident to another high school, also have the opportunity to visit that school and tour the campus as another option to them. Last week we had about 70 students visit Orange High School and see some of the innovative opportunities they offer to their students.
- Our wrestling program is competing twice a month in matches almost exclusively open to club teams and they are doing a great job of representing Santiago. We were the only school program at the last match at Corona Centennial and our students brought home tons of medals.

- Working with our staff to start to identify dreams, wishes and changes for next year's schedule. We do our best to accommodate the needs of teachers coupled with the needs of students, each year.

In the Future:

- Our counseling team will be visiting the elementary schools over the next month to start the process of selecting electives for our new Santanas.
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**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.

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:** **\$14,025**

**RECOMMENDATION:** It is recommended that the Santiago Charter Board approve the Personnel Reports dated February 15, 2023, as presented.

**CERTIFICATED PERSONNEL REPORT**

**EXTRA EARNINGS**

Name	Position	Schedule/Step/		Rate	Effective		Comments	# of Units	Not To Exceed
		Column	Column		From	To			
Flores de Apodaca, Jourden	Teacher			\$49.00	1/23/2023	06/09/2023	After School Athletics- Coach	75	\$ 3,675.00
Pasveer, Amanda	Teacher			\$49.00	1/23/2023	06/09/2023	After School Athletics- Coach	75	\$ 3,675.00
Schlichter, Joshua	Teacher			\$49.00	1/23/2023	06/09/2023	After School Athletics- Coach	75	\$ 3,675.00
<b>TOTAL</b>								<b>\$</b>	<b>11,025.00</b>

**CLASSIFIED PERSONNEL REPORT**

**EXTRA EARNINGS**

Name	Position	Schedule/Step/		Rate	Effective		Comments	# of Units	Not To Exceed
		Column	Column		From	To			
Garcia, Jacob	Instructional Aide			\$1,500.00	1/15/2023	6/8/2023	After School Basketball Coach	1	\$ 1,500.00
Gutierrez, Alex	Instructional Aide			\$1,500.00	1/15/2023	6/8/2023	After School Basketball Coach	1	\$ 1,500.00
<b>TOTAL</b>								<b>\$</b>	<b>3,000.00</b>

**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:** \$ 6,500

**RECOMMENDATION:** It is recommended that the Santiago Charter Board approve the Purchase Order List dated February 15, 2023, as presented.

**PURCHASE ORDER REPORT**

*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.*

<b>P.O. #</b>	<b>VENDOR NAME</b>	<b>BUDGET</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
2821	H.W. Stiles	Classroom Materials and Supplies	OPEN- woodshop supplies	\$ 4,000.00
2822	U Clean Supplies	Plant Maintenance Supplies	OPEN- plant maintenance supplies	\$ 500.00
2823	Industrial Blade	Classroom Materials and Supplies	OPEN- woodshop supplies	\$ 600.00
2824	Musical Theatre International	Classroom Materials and Supplies	Supplies for upcoming school musical	\$ 900.00
2825	Site One Landscape Supply	Plant Maintenance Supplies	OPEN- irrigation supplies	\$ 500.00
			<b>TOTAL PURCHASE ORDERS</b>	<b>\$ 6,500.00</b>

**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:** **\$2,230,503.14**

**RECOMMENDATION:** It is recommended that the Santiago Charter Board approve the warrant list dated February 15, 2023, in the amount of **\$2,230,503.14**.

No.	Date	Vendor/Payee	Memo	Object(s)	Amount
2070	1-18-2023	3-d Tree Services Inc	tree trimming	Operations and Housekeeping Services	1,000.00
2071	1-18-2023	HEX Electric	rotatable outside wall lighting	Building Maintenance	1,250.00
2072	1-18-2023	Baba the Storyteller	Assembly presentation	Contract Services/Field Trips	725.00
2073	1-18-2023	ASB	ASB portion of Fall Fundraiser	Fundraising	6500
2074	1-23-2023	Kelly Vasquez	Reimbursement for snacks	Materials and Supplies	690.74
2075	1-24-2023	PSS Imaging	Replacement student ID cards	Materials and Supplies	375.00
2076	1-24-2023	Bradybj	Wrestling gym usage	School Sponsored Athletics	5,000.00
2077	1-24-2023	Richelle Kalman	Reimbursement for culinary supplies	Classroom Materials and Supplies	640.38
2078	1-24-2023	Dorothy Yan	Science lab reimbursements	Classroom Materials and Supplies	822.07
2079	1-24-2023	Alicia Abifadel	Music concert supplies	Materials and Supplies	501.70
2080	1-24-2023	Arturo Vallejo	U-clean supplies	Janitorial/Facility Supplies	116.34
2081	1-27-2023	Georgeen Whitney	Choreographer for ELF Jr. Musical performance	Subagreements for Services	500.00
2082	1-27-2023	RC Productions	ELF Jr. Musical lighting and sound	Subagreements for Services	3,500.00
2083	1-31-2023	Sally Renfro	ELF Jr. expenses	Materials and Supplies	453.97
2084	2-01-2023	Tri-Cities Refrigeration	Culinary freezer repair	Equipment Repair	348.20
2085	2-02-2023	Kevin Childs	Refund of library fees	Fees	287.00
10527	01-19-2023	SYNCB/AMAZON	Lanyards, supplies for Santiago Santa Social, tarps for wrestling.	Office Supplies, Materials for School Athletics, Classroom Supplies, Telephone and Internet	1,978.58
10528	01-19-2023	AT&T Mobility	Phone Services: 12/13/22 - 01/12/23	Telephone and Internet	455.70
10529	01-19-2023	Home Depot Credit Services	Supplies, Chainsaw Tool	Materials for Plant Maintenance, Noncapitalized Equipment	1,430.60
10530	01-19-2023	J.W. Pepper & Son, Inc.	Music of Band Classes	Classroom Materials and Supplies	460.91
10531	01-19-2023	Music & Arts	Bas Rosin for Orchestra Classes	Classroom Materials and Supplies	40.90
10532	01-19-2023	Orange County Dept. of Education	Universal Design for Learning - Webinar	Professional Development	100.00
10533	01-19-2023	Pest Options Inc	4th Qtr 2022 Gopher & Squirrel Control	Operations and Housekeeping Services	225.00
10534	01-19-2023	SoCalGas	Utilities: 11/15/22 - 12/15/22	Utilities	2,922.93
10535	01-19-2023	Southern California Edison	Utilities: 11/29/22 - 12/27/22	Utilities	5,010.66
10536	01-19-2023	Staples Business Credit	Supplies	Materials and Supplies	264.00
10537	01-19-2023	Verizon	Student Hotspots	Telephone and Internet	40.01
10538	01-19-2023	Law Offices of Young, Minney & Corr, LLP	Services Through 12/31/22	Legal Services and Audit	91.50
10539	01-19-2023	Well Family	Mental Health Services	Professional/Consulting Services and Operating Expenditures	2,978.00
10540	01-24-2023	SYNCB/AMAZON	RAD store supplies, supplies for SpEd classroom, Vent Covers for	Materials and Supplies, Classroom Materials and Supplies,	163.77
10541	01-24-2023	Nikki M. Gelso	AI Assessment Services: 09/26/22 - 10/17/22	Professional/Consulting Services and Operating Expenditures	600.00
10542	01-24-2023	City of Orange	Utilities: 11/02/22 - 01/04/23	Utilities	8,799.32
10543	01-24-2023	Demco Inc	Laminating Film	Office/Administration Supplies	133.19
10544	01-24-2023	Gorm, Inc.	Supplies	Janitorial/Facility Supplies	1,170.95
10545	01-24-2023	Irvine Valley Air Conditioning, Inc.	Labor Service & Truck Charge	Maintenance and Repairs	832.50
10546	01-24-2023	School Services of California, Inc.	Jan 2023 Fiscal Budget Services	Professional/Consulting Services and Operating Expenditures	340.00
10547	01-24-2023	Stepping Stones Therapy, Inc	Therapy Services: 12/07/22 - 01/13/23	Professional/Consulting Services and Operating Expenditures	3,116.05
10548	01-24-2023	Southwest School & Office Supply	Supplies	Office/Administration Supplies	549.33
10549	01-24-2023	Sunbelt Staffing	PT Services	Professional/Consulting Services and Operating Expenditures	88.26
10550	01-25-2023	Orange Unified School District	Health & Welfare for Dec 2022 posted 12/13/22	Health and Welfare Benefits, certificated and classified positions	83,347.72
10551	01-25-2023	Orange Unified School District	5B Payroll posted 12/09/22	Payroll	185,211.01
10552	01-25-2023	Orange Unified School District	4A P/R posted 10/31/22	Payroll	777,008.20
10553	01-25-2023	Orange Unified School District	5A Payroll posted 11/30/22	Payroll	631,917.41
10554	01-30-2023	AT&T Mobility	Phone services: 01/13/23 - 02/12/23	Telephone and Internet	548.58
10555	01-30-2023	Eagle Communications	2 Portable Two-Way Radios	Noncapitalized Equipment	889.29
10556	01-30-2023	Orange County Dept. of Education	Staff Training on Aligning CA, MTSS, SST & SPED	Professional Development	1,050.00
10557	01-30-2023	Professional Tutors of America Inc.	Special Ed Tutoring: Dec 2022	Professional/Consulting Services and Operating Expenditures	900.00
10558	01-30-2023	Ryan and Natalie Gray	Reimbursements - Tuition for Jan 2023: Inv#12002 - OAH	Legal Services and Audit	5,833.00
10559	01-30-2023	SoCalGas	Utilities: 12/15/23 - 01/17/23	Utilities	9,279.76
10560	01-30-2023	Sunbelt Staffing	PT Services - 01/21/23	Professional/Consulting Services and Operating Expenditures	88.25
10561	01-30-2023	U-Clean Supplies	Supplies	Janitorial/Facility Supplies	421.67
10562	01-30-2023	Verizon	Student Hotspots	Telephone and Internet	40.01
10563	01-30-2023	Vortex Industries, LLC	Cafeteria Stage Door Repair	Rentals, Leases, Repairs, and Noncapitalized Improvements	835.12

10564	01-30-2023	Gorm, Inc.	Supplies	Janitorial/Facility Supplies	522.55
10565	01-30-2023	Irvine Valley Air Conditioning, Inc.	Labor Service & Truck Charge	Maintenance and Repairs	1,046.33
10566	02-01-2023	ICON School Management	Feb 2023 Monthly Contract Fee	Financial Services	6,700.00
10567	02-07-2023	Ameresco, Inc.	Solar Power Energy Bill - Jan 2023	Utilities	4,395.18
10568	02-07-2023	Eagle Communications	Vertex Battery	Materials and Supplies	96.46
10569	02-07-2023	Irvine Valley Air Conditioning, Inc.	Labor Service, Truck Charge	Maintenance and Repairs	180.00
10570	02-07-2023	Port View Preparatory, Inc.	NPS Placement: J. Jauregui - January 2023	Professional/Consulting Services and Operating Expenditures	6,614.57
10571	02-07-2023	Professional Turf Specialties, Inc.	Feb 2023 Monthly Maintenance	Building Maintenance	2,969.00
10572	02-07-2023	Southern California Edison	Utilities: 12/28/22 - 01/26/23	Utilities	5,380.42
10573	02-07-2023	Sunbelt Staffing	PT Services - 01/28/23	Professional/Consulting Services and Operating Expenditures	88.25
10574	02-07-2023	Orange Unified School District	December 2022 Oversight Fees	District Oversight Fees	19,161.72
10575	02-07-2023	Orange Unified School District	November 2022 Oversight Fees	District Oversight Fees	18,135.92
10576	02-07-2023	Orange Unified School District	October 2022 Oversight Fees	District Oversight Fees	18,135.92
10577	02-07-2023	Orange Unified School District	September 2022 Oversight Fees	District Oversight Fees	24,712.88
10578	02-07-2023	Orange Unified School District	July - August 2022 Oversight Fees	District Oversight Fees	24,799.38
10579	02-07-2023	Orange Unified School District	3.75% Service Fee on 22-23 1st Interim	Accounting Services	147,584.31
10580	02-07-2023	Orange Unified School District	Classified 6B Payroll posted 1/10/23	Payroll	198,107.67
				TOTAL	\$ 2,230,503.14