



Board Members:

Charles Thompson, Chair (2016-19)
Jessika Lawrence, Vice Chair (2016-19)
Darien Sterling, Secretary (2014-17)
Lowell Daun, Treasurer (2016-19)
Brian Ausland (2016-19)
Chris Constantin (2016-19)
Michele Mittman (2016-19)

CCDS Regular and Closed Governing Board Meeting Notice

Date: November 9, 2016

Time: 5:30pm

Location: Chico Country Day School LIBRARY – 102 West 11th Street campus

AGENDA

1. CALL TO ORDER & ROLL CALL (5:30pm)

2. CLOSED SESSION

2.1 Public Employee Performance Evaluation

Per Government Code 54957

Title: Dean of Students, Director of Education, Special Education Director, CBO

If Closed Session is not complete by 6:00pm, it will resume immediately following the regular meeting

3. REGULAR SESSION (6:00pm)

3.1 Return from Closed Session – Call to Order

3.2 Report from Closed Session

3.3 Approval of Regular Agenda

4. PUBLIC COMMENTS

5. CONSENT CALENDAR

5.1 Approval of Minutes from Board Meeting of October 1, 2016

6. DISCUSSION/ACTION ITEMS

6.1 Admin Team, PTP Reports: October/November 2016

6.2 Review/Revision of Board of Directors Goals for 2016-17

6.3 Board Resolution regarding Adverse Childhood Experiences (ACEs) Awareness Month

6.4 Date of December board meeting 2016

7. ADJOURNMENT: Adjourn; Next regular meeting is TBA - December, 2016

Information, Procedures and Conduct of CCDS Board Meetings:

Student Participation:

At the discretion of the Board Chair, students may be given priority to address items to the Board

Public input on specific agenda items and those items not on the agenda:

The CCDS Board of Directors welcomes and encourages public comments. Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board Chair. In the case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item. Each person who addresses the Board must be first recognized by the presiding officer and give his or her name. Comments must be directed to the Board as a whole and not to individual board members or employees. The Board shall not take action or enter into discussion or dialog on any matter that is not on the meeting agenda, except as allowed by law. Items brought forth at this part of the meeting may be referred to the Administration or the Board may take the item under advisement. The matter may be placed on the agenda of a subsequent meeting for discussion or action by the Board.

Special Needs: If you have special needs because of a disability or you require assistance or auxiliary aids to participate in the meeting, please contact the CCDS office at 530.895.2650. CCDS will attempt to accommodate your disability.

Copies of Agendas and Related Materials: Materials are available at the meeting, on the website at www.chicocountryday.org, or in the Main office prior to the meeting @ 102 W. 11th Street, Chico, CA 95928.

Minutes

CCDS Special Board of Directors Meeting: Board Workshop

Date: Saturday, October 1, 2016

Time: 11 a.m. – 1054 Broadway, Room 4

Location: Chico Country Day School

Middle School Building, Room 4

1054 Broadway, Chico, Ca 95973

1. CALL TO ORDER

1.1 **Call to order** –Lawrence called meeting to order at 11:00 a.m. Present: Jessika Lawrence, Darien Sterling, Lowell Daun, Chris Constantin, Michele Mittman, Brian Ausland. Absent: Charles Thompson. Also present: John Lemmo, Colly Fischer, Wendy Fairon, Margaret Reece, Amie Parent and Mark Clarno.

2. DISCUSSION/ACTION CALENDAR

2.1 **Discussion/Action: Presentation by Legal Counsel: Brown Act, Best Practices** – Attorney, John Lemmo led board training.

2.2 **Discussion/Action: Board Policy Review** – Reece will put together board binders with board policies for next meeting. Discussion tabled to next board meeting.

2.3 **Discussion/Action: Board Roles and Committee Assignments** – Board committees are Finance, Facilities and Personnel. Facilities Committee is not currently meeting. Finance Committee meets quarterly. Constantin and Mittman offered to join Lawrence on the Finance Committee. Sterling and Daun will continue to serve on the Personnel Committee. Administration will send out an email to staff asking for new members. Nominations of board members to committees approved upon motion by Sterling, second by Constantin. All in favor: Lawrence, Sterling, Daun, Constantin, Mittman, Ausland.

2.4 **Discussion/Action: Goal Setting for 2016-17** – Three goals were defined. 1. Establish and review updated policies. 2. Explore viability of moving to a K-12 model. 3. If measure K is passed, how will money be spent? The structure of the PTP as it applies to the school was discussed. Mittman and Fischer will meet with PTP to talk about options and report back. Approved upon motion by Constantin, second by Daun. All in favor: Lawrence, Sterling, Daun, Constantin, Mittman, Ausland.

2.5 **Discussion/Action: Meeting Agenda, Format, Parliamentary Procedure Options** – Lemmo and Constantin will share documents on parliamentary procedure. Discussion to follow at next meeting.

2.6 **Discussion/Action: Board Member Sharing of Information** – Lemmo reviewed sharing of information. If info is requested by one board member, all will receive. Communications includes any knowledge that would be beneficial to the board will be shared with all members. The steps on reporting closed session were discussed. A motion was made by Ausland and second by Mittman to put closed session at the beginning of agenda, along with adding a new agenda item called communications as discussed above. All in favor: Lawrence, Sterling, Daun, Constantin, Mittman, Ausland.

3. CONSENT CALENDAR - Approved upon motion by Daun, second by Ausland. All in favor: Lawrence, Sterling, Daun, Constantin, Mittman, Ausland.

3.1 **Approval of Minutes from Board Meeting of September 14, 2016**

3.2 **Consideration of Continuing Contract with School Services of California 2016-17**

3.3 **Overnight Field Trip Authorization: 5th Grade Balclutha Trip on February 8 and 15, 2017**

4. ACTION ITEMS

4.1 **Approval of Master Contract with Victor Treatment Services for 2016-17 School Year and Provo Canyon School for 2016-17 School Year** - Approved upon motion by Constantin, second by Daun. All in favor: Lawrence, Sterling, Daun, Constantin, Mittman, Ausland.

5. ADJOURNMENT

5.1 Adjourned at 2:52 p.m and went to closed session. Next regular meeting is November 9, 2016.

6. CLOSED SESSION: Room 12

6.1 Public Employment Performance Evaluation - Per Government Code 54957

Title: Dean of Students,

Title: Director of Education

Title: Chief Business Officer

Title: Director of Special Education

Report: No action taken.

Board Report: Colly Fischer, Dean of Students

- Attendance Update (comparisons from 15/16 to 16/17): Elementary school has seen a 1.5% decrease in the all absences and a 35% decrease in unexcused tardies. Middle school has seen a 3% decrease in all absences and a 58% decrease in unexcused tardies. We have sent two rounds of "Chronic Absent" letters to the students who have missed more than 10% of the school year and a handful of SARB attendance letters for students with 5 unexcused absences to a total of 26 students. My analysis is that overall, student attendance has improved but there is still work to be done with the chronically absent families and the later start time is beneficial in getting students to school on time. I am making contact with all families that are chronically absent. We will need to give it time to see if the outreach and information improves this attendance issue. Our monthly attendance rates averaged 97.65% in K-5 and 97.6% in the MS from August through November 4.
- Enrollment is 561 students
- The state is still rolling out a new addition that is similar to the old School Accountability Report Card. This is an accountability tool that will be available and for all schools and accessible to the public. It will look similar to a "Consumer Reports" comparison and will be populated with state information. I will be attending two upcoming trainings on the new tool and the new LCAP template.
- State testing this year will include the new Next Generation Science Standards computerized test. Fifth and eighth grade will be tested, release questions and format will be available in January.
- WASC committee will reconvene on November 30 for a mid-year progress check.
- Community/School events have included the Parade of Lights, Harvest Fair, Costume Parade and the first Middle School Dance. Girls basketball is currently in season.

Board Report: Wendy Fairon, Director of Education

Faculty gathered for a full day of professional learning on October 28th. We spent part of the day with Nick Bartlett and Maggie Daugherty from BCOE who led us through mindfulness exercises to use with students and discussed tier 2 and tier 3 interventions to support students. The day continued with exploration around our vision, self-directed learning time, and reflections together as a group. Feedback was gathered to learn about teacher experiences for the day as well as gathering input for next steps.

All teachers continue to meet with me on a monthly basis to discuss celebrations, dilemmas, and questions of practice.

CCDS was accepted into the 99 Accelerator cohort-program through California Charter School Association. This is a group started to seed successful charter schools along the 99 corridor through the Central Valley and north. We will go through six modules with our cohort, meeting once a month for support through the process. The first day is November 17th in Sacramento. Staff

members at CCDS have been informed about this work. We have two parents confirmed to be a part of the petition writing process.

We have also been accepted to be a part of state-wide Multi-Tiered System of Support grant as a Knowledge Development Site. This will involve some staff training and other educators visiting our school to learn alongside our staff. We contacted Tim Taylor at BCOE about this opportunity because it fits well with our overall goals of being an inclusive school. CCDS is the first charter in California to be a Knowledge Development Site.

Exhibition of student work will be taking place at various dates throughout November and December. We will have an all-school exhibition night in April.

Board Report: Amie Parent, Special Education

- Updates from BCOE SELPA: Our interim SELPA director, Roy Applegate let everyone know that interviews were conducted, but of the candidates interviewed none were recommended for hire. Roy will keep the districts apprised as to the next steps in the recruiting process. Upcoming trainings in the area of PSW (Patterns of Strengths and Weaknesses) Model for assessments will happen in late November-CCDS will be sending our Special Ed. Team.
- As a school we are continuing to move forward with an inclusion model for our Special Education and Response to Intervention services. We are hoping to make some visits to model schools to expand our ideas and vision in this area.
- I recently met with Anna Bauer (Program Manager with First 5 of Butte County) regarding Adverse Childhood Experiences (ACES) and the long term impacts they have on the brain and body. We discussed passing an ACEs resolution as a school and possible future staff trainings.
- We held our first Medi-cal Collaborative Meeting on 10/26/16. The 2015-16 school year was the first year we billed for Medi-cal billable services and we brought in just over \$9,000. This money will be used to purchase items or fund PD for "health" or "mental health" related items/services.

Board Report: Margaret Reece, CBO

- The auditor was here at CCDS on October 10, and so all field work related to that is done. The audit is due on December 15, so we expect a draft report the first week of December, if not sooner. There is one finding - unfortunately, the manner in which we were documenting our English Language Learners in our aeries SIS system was incorrect, and we overreported the number of students we had who would qualify for EL services by 2 students. Because this is now attached to funding under the LCAP, it equates to approximately \$1600. We will have to "send" that amount back to the state (they will intercept that in our payments). We have corrected this and established clear guidelines and provided training to avoid this mis-classification in the future.
- The first interim budget report is also due on December 15; this report will be ready for the finance committee to review at their first meeting.

- Our unduplicated numbers dropped significantly this year compared to next year - we only have 92 as compared to 111 students in 15/16. While a drop was expected, it was more than anticipated. This equates to a budgetary adjustment down. However, further analysis is needed to see if our estimates in the June adopted budget accounted for the drop within a margin of error. I'm hopeful that is the case, but still working on the numbers at the time of this report.
- Within human resources, our Flexible Spending Account has open enrollment in December as well as our voluntary insurance plan through AFLAC. Our health insurance plans were renewed in July for a fiscal year renewal process.



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where all learners are inspired to achieve their personal best*

Board of Directors Goals: 2016-17

Goal 1:

Review and update CCDS policies

Goal 2:

Explore the viability of moving to a K-12 Charter School Model

Goal 3:

Re-implementation of the Facilities Committee, if necessary

Suggested:

Employee Compensation – Certificated & Classified Staff



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**Resolution recognizing November 2016 as
Adverse Childhood Experiences (ACEs) Awareness Month**

WHEREAS, Adverse childhood experiences (ACEs) are traumatic experiences that occur during childhood, including physical, emotional or sexual abuse, physical and emotional neglect, household dysfunction, including substance abuse, untreated mental illness or incarceration of a household member, domestic violence, or separation or divorce involving household members, that can have a profound effect on a child’s developing brain and body; and

WHEREAS, The Adverse Childhood Experiences Study found that Butte County has a high number of total ACEs and that more Butte County residents have four or more ACEs than any other California county, and

WHEREAS, These early adverse experiences shape the physical architecture of a child’s developing brain and establish either a sturdy or a fragile foundation for all the learning, health, and behavior that follow; and

WHEREAS, Strong, frequent, or prolonged stress in childhood caused by adverse childhood experiences can become “toxic stress”, impacting the development of a child’s fundamental brain architecture and stress response systems; and

WHEREAS, Early childhood offers a unique window of opportunity to prevent and heal the impacts of Adverse Childhood Experiences and toxic stress on a child’s brain and body; and

WHEREAS, A child’s brain continues to develop through adolescence and into young adulthood; and

WHEREAS, The emerging science and research on toxic stress and adverse childhood experiences evidence a growing public health crisis for the state with implications for the state’s educational, juvenile justice, criminal justice, and public health systems; and

WHEREAS, Adverse Childhood Experiences can significantly impact a child’s success in education; and

WHEREAS, The Trauma and Learning Policy Initiative (TLPI) found that neurobiological, epigenetics, and psychological studies have shown that traumatic experiences in childhood and adolescence can diminish concentration, memory, and the organizational and language abilities students need to succeed in school, thereby negatively impacting a student’s academic performance, classroom behavior, and the ability to form relationships; and

WHEREAS, A child with four or more Adverse Childhood Experiences is 46 times more likely to have learning or emotional problems; and

WHEREAS, A critical factor in buffering children from the effects of toxic stress and Adverse Childhood Experiences is the existence of supportive, stable relationships between children and their families, caregivers, and other important adults in their lives such as teachers; and

WHEREAS, Positively influencing the architecture of a child’s developing brain is more effective and less costly than attempting to correct poor learning, health, and behaviors later in life;

Now, therefore, be it resolved, that the Chico Country Day School Board does hereby recognize November 2016 as ACEs Awareness Month. In accordance with our Local Control Accountability Plan, we also call upon our schools to continue providing training and technical assistance to help school district faculty and staff achieve safe, supportive, trauma-informed schools.

PASSED AND ADOPTED this 9th day of November 2016, by the Board of Directors of Chico Country Day School of Butte County, California, by the following vote:

_____ YES
_____ NOES
_____ ABSENT

Signed: _____
Darien Sterling, Board Secretary