



# THE CLASSICAL ACADEMIES

- ESCONDIDO | VISTA | OCEANSIDE | ONLINE -

## Board of Directors Meeting

### The Classical Academy

Tuesday, May 26, 2014 at 4:00 pm

Online Café 390 West Valley Parkway, Escondido, CA 92025

## AGENDA

1. Executive Session (Closed Meeting)
  - o Personnel Review – Executive Director
2. Report from Executive Session
3. Open Public Meeting
4. Review and Approval of Past Minutes
  - o Meeting of March 24, 2015
5. Correspondence
  - o Written
  - o Oral – 2 minute maximum per speaker
6. Treasurer's Report
  - o May Revised from CDE
7. New Business
  - o Budget Draft for 2015/2016 School Year
  - o Credentialed Salary Scale
  - o 2015/2016 Board Calendar
8. Old Business
  - o Enrollment
9. Adjournment - Next meeting Tuesday, August 25, 2015

***“Partnering With Parents For Quality Education”***

A California Public Charter School Serving North County San Diego Since 1999  
Accredited by the Schools Commission of the Western Association of Schools and Colleges WASC



# CLASSICAL ACADEMY

## ESCONDIDO

BOARD OF DIRECTORS			
Date	March 24, 2015	Called to Order	5:55 PM
Board Members Present:	Cynthia Selbrede, Cameron Curry, Patricia Huerta, Frances Overstreet, Mark Reardon and Paul Donovan		
Board Members Absent:			
Staff Members Present:	Cameron Curry, Sandra Reeve, Sonia Ryan, Mark Kalpakgian, Dr. Nancy Beeman, Jalyn Hall, Dr. Rebecca Wilke, Melissa Morey		
Note taker:	Karen Namy		

### Agenda for March 24, 2015

Report on Executive Session
No items scheduled

### Approval of Minutes

Motion	Moved	Second	Vote	Passed	Denied
Approval of past meeting minutes	Cameron Curry	Mark Reardon	4-0	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### Correspondence

Written: Letter presented regarding the Educational Specialist position  
 Oral: Judy Doyle and others

They are here to listen to the presentation for the Educational Specialist position and would like the board to read the letter presented, aloud. The board was given a copy of the letter written in regards to the job description of this position, which they were seeing for the first time. The board took time to read silently and will discuss after the presentation is given. This was information only and nothing was being decided in regards to the Educational Specialist position, but to bring the board up to speed. It will be reviewed and a decision will be forthcoming.

Per those in the audience, they needed clarification on the process, as there seems to be a disconnect, per one spokesperson. The information regarding the ES position has been shared with principals and others, and they wanted the board to hear what has been discussed amongst the leaders. Again, this was information only, and the agenda cannot be changed for this meeting.

### Treasurer's Report

#### Treasurer's Report: January Financial Year to Date

Sandra Reeve, Director of Finance, provided financial update and reviewed line items on the report with the Board. Information Only, no vote required.

Motion	Moved	Second	Vote	Passed	Denied

#### School Site Plan

Cameron is visiting each school and meeting with principals regarding their budgets to discuss spending, and help to prioritize needs regarding programs, activities, staffing needs, etc. and lead



# CLASSICAL ACADEMY

## ESCONDIDO

to budgeting for next year. These are ongoing meetings and the principals are also having discussions with their staff members.

### New Business

#### Appointment of New Board Member, Paul Donovan

Motion	Moved	Second	Vote	Passed	Denied
Motion to accept New Board Member, Paul Donovan	Francis Overstreet	Patricia Huerta	4-0	X	<input type="checkbox"/>

#### Math Curriculum Presentation: Dr. Nancy Beeman

Dr. Beeman provided an overview of the New K-8 Curriculum for The Classical Academies for 2015-2016. There were over 300 parents who participated in the survey.

Overview:

K-8 Mathematics

Publisher: Sadlier School

Note: Singapore was eliminated, as there was no common core application.

7-8 History

Publisher: Discovery Education

Note: Can't get books for current curriculum.

1&2 Science

Publisher: ScienceSaurus Grade 1-2

Transitional Kindergarten TK:

No decision has been made to date, but looking at Star Fall. However, they need to be sure they can supplement for home schooling.

Pending Final Decision:

Starfall Pre-K

Mathematical Reasoning Beginning 2 (Critical thinking Co)

Literature Selections

If the budget allows:

Handwriting, Grade 2-4

Spelling with an emphasis on Greek and Latin roots, Grade 2-6

Literature replacements as needed; no requirement yet

A letter to the parents was presented as well as a draft of the Curriculum Costs. This new curriculum is just part of the overall cost of curriculum. Additional budgets will be provided to the board that will reflect all of the curriculum being used.

These new curriculum were selected based on new state standards. Dr. Beeman discussed the role of Curriculum writers who have been hired. This will take the burden off the teachers.

#### Education Specialist Presentation: Jalyn Hall

##### Informational Update Only

Review of what they have been doing with the ES position. As part of a group of administrators, Jayln volunteered to take the lead. Hosted 2 meetings and invited the ESs to attend and brainstorm and have an open dialog about the position, responsibilities that will be part of the job, concerning workload, hours, ways to give back to the community, different roles that ES can contribute, case load #s, etc. and how they can continue to do a good job and continue to give customer service. Looking at job in detail and working to dial down the specifics.

Currently proposing:

Increase in workload from 25 to 30 with the same salary.

Additional time on Campus: Commitment day on campus and help out with needs on campus



# CLASSICAL ACADEMY

## ESCONDIDO

This was put this out to ESs as to what was being proposed. The ESs then met with Cameron to further discuss, and a letter was drafted to the board regarding their discussion. This is a process she is working which includes perception and the budget. Discussion took place regarding the current workload and responsibilities and how they are perceived and how they are to be paid. Need to be very careful how this is being handled.

Jayln provided more specifics of the job description of the ES and the goals she is trying to establish for the ES. This included knowledge of the curriculum, various paperwork, involvement in groups and community, time spent with the students, conferences, etc. This is a very unique position and valuable. This position has flexible hours and time management skills that are different from the classroom teachers.

Per Cameron, this is an ongoing dialogue as to the roles that everyone plays and asking who is connecting with students and if not connecting directly with students, then who are you connecting with. Working to engage the workforce in answering questions and being part of the discussions, and not just hand an employee their job description. That would be the worst thing to do after 16 years. Important to share, communicate, talk about and inform people what everyone is doing across the spectrum and remember that we are here for the kids.

Board was asking if the conversations are open and that they feel free to express concerns. Per Cameron and Jalyn, they believe that these conversations have been open and honest, and encourage more conversations to help with input into defining roles.

Per Jalyn, the next step is to continue to evaluate what has been shared and speaking with HR. Conversations are taking place as to better define the roles, responsibilities and pay.

### **Teacher Evaluation Presentation: Dr. Rebecca Wilke**

Dr. Wilke provided handouts which included Evaluation Process Summary Report, Culture Points, Classroom Visit/Coaching Form, and Teacher Performance and Reflection Forms and discussed each in detail.

1. The Evaluation Process provided an overview of TCA's Evaluation Review 2010-2015; Most essential finding from current research and teacher input, forms (Classroom Visit/Coaching Form and Teacher Performance and Reflection Form); Additional Suggestions; and Future Work.
2. Culture Points included: Judgment, Communications, Impact and Passion.  
This piece needed help with prompts with similar language and prompts.
3. Future Look at platforms and will present to site leaders with the sources that will bring the forms  
Site leaders implement documents, using the forms real time with teams and move towards a platform, so that forms can be used for the next 5 years.  
Have opportunity to work with site leaders and others as to best practices to use forms, and come up with TCA guidelines so that we have a path for best feedback.

Mark Reardon: Discussion regarding Character and Competence and how teachers are performing. These forms address the Character, but what about Competence? Per Dr. Wilke, this is not yet addressed, but can certainly be added.

### **Classified Vacation Time: Melissa Morey, Cameron**

Per Cameron, there was a policy in place. Per Cynthia Selbrede, there needs to be mutual understanding between Employee, HR, and site leaders so that they are on the same page. Per Cameron and Melissa, this will be reflected in the paystubs with the new system. Policy is outlined in the employee handbook and reviewed every year.

Questions asked by Patricia Huerta regarding a "ticker" regarding taking the time off and if they would lose any hours. With the current system, no hours are lost. Goal is to automate the vacation hours, just as payroll has been automated. This is work in progress.



# CLASSICAL ACADEMY

## ESCONDIDO

### Auto Allowance

Per Cameron, question came up regarding who has auto allowance. This is just informational update, with no changes as to who has a car allowance. Adjustments would be made accordingly should a job require more or less travel time. A question was asked by Francis Overstreet as to whether or not ESs got paid for home visits. Response, was no, they are typically not paid for home visits.

### Retirement Reporting

Per Cameron, he discussed participation into plan by both employer/employee, the choice given to employee upon hire, their contributions, etc. Should an employee leave the organization, a separation letter is sent to CALPERS/STIRS.

### Banking Information

Per Cameron, with changes, comes the opportunity to update banking information. As per Sandra, there needs to be an additional signer, as the other employee is on disability for about 3 months. Suggestion is that Melissa Morey be added as a temporary signer, when Sandra is not available. Cameron is not an additional signer. There are no other banking changes at this time.

Motion	Moved	Second	Vote	Passed	Denied
Motion to add Melissa Morey as additional signer	Francis Overstreet	Patricia Huerta	4-0	X	<input type="checkbox"/>

### Super STEM Saturday

Per Cameron, "Super Cool", and there were 6,000 people at the event. There were some challenges, but the flow was the best, and the glitches were nominal. There are some improvements that will be needed. Per Mark, it was one of the best events, with a variety of things to do. Paul attended as well, and had good review. Per Frances, where was the media? Cameron shared that there was a video taken and sent to all the local media.

### Old Business

#### Enrollment

Running in the red, but numbers are going in the right direction. Gap is closing and all indicators are that it will all be fine. Contribute growth to new students who are attracted to the on line and selective. There has been some disconnect with the influx of changes in locations of schools, etc.

Meeting adjourned.

Next meeting scheduled for Tuesday, May 26, 2015



# THE CLASSICAL ACADEMIES

- ESCONDIDO | VISTA | OCEANSIDE | ONLINE -

## Draft

### Full Time Teachers Salary Schedule

Start of Service Year	Base Salary
1	41,600
2	41,600
3	42,600
4	42,600
5	44,600
6	44,600
7	47,600
8	47,600
9	51,600
10	53,600
11	53,600
12	55,600
13	55,600
14	57,600
15	57,600
16	59,600

- This schedule is based on the equivalent of 100% full time employment.
- Master and Doctorate Stipends are in addition to the base listed above.



# THE CLASSICAL ACADEMIES

- ESCONDIDO | VISTA | OCEANSIDE | ONLINE -

# Draft

## The Role of the School Board:

- We are a policy making board overseeing the charter school.
- We provide leadership in reviewing and creating policy and procedures to support the charter school.
- We provide leadership in overseeing the academic and financial programs for the charter school.
- We provide leadership and feedback for the Executive Director in his role to lead the charter school.

## Governing Board Calendar 2015-2016

### **Escondido K-12**

2950 S. Bear Valley Parkway  
Escondido, CA 92025  
760-546-0101

Tuesday, August 25, 2015  
Tuesday, December 8, 2015  
Tuesday, January 19, 2016  
Tuesday, March 22, 2016  
Tuesday, May 24, 2016

### **Oceanside K-8**

4096 Calle Platino  
Oceanside, CA 92056  
760-631-4020

Tuesday, August 25, 2015  
Tuesday, December 8, 2015  
Tuesday, January 19, 2016  
Tuesday, March 22, 2016  
Tuesday, May 24, 2016

The meeting dates are subject to change, but prior notice will be given to the Board and to the public in the event that this happens. Meetings start at 4:00 p.m.

All meetings are hosted at the Academies Online Café located at 390 West Valley Parkway, Escondido, California 92025.

If you should have any questions or require additional information, please contact the school and ask to speak with Cameron Curry, the Executive Director.

**Escondido, Vista, & Oceanside 760-546-0101**  
**[www.ClassicalAcademy.com](http://www.ClassicalAcademy.com)**



# CLASSICAL ACADEMY

## ESCONDIDO

### May 2015 Enrollment

GRADES	TCA	TCA
		Middle
0	116	0
1	115	0
2	144	0
3	138	0
4	137	0
5	145	0
6	155	0
7	58	82
8	62	91
<b>Total</b>	<b>1,070</b>	<b>173</b>
<b>Adopted Budget</b>	<b>1,104</b>	<b>190</b>
<b>Variance</b>	<b>-34</b>	<b>-17</b>