

# Meeting Notice:

Harriet Tubman Village  
Charter School  
Governance Board Meeting  
6880 Mohawk St  
San Diego, CA 92115

Wednesday, October 14, 2009  
5:30 pm

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## Agenda

		<b>Action:</b>
5:30 pm	Call to Order, Role Call	Record
5:35 pm	Review and Approve minutes from 09/09/09	Approve
5:40 pm	Comments from Public	Information
5:43 pm	Presentation from Ms. Eileen Logue	Information
5:53 pm	Report from Principal Lidia Scinski	Information
6:03 pm	Finance Report from Jesse Sandoval	Information
6:13 pm	Committee Reports	
	• Recruitment Committee Report	Information
	• Board Nomination Committee Report	Information/ Approve
6:33 pm	Old Business	
6:38 pm	New Business	
	• Schedule Change for Next Board Meeting Due to Holiday	Approve
6:43 pm	Adjourn	

**Governance Board Meeting Minutes**  
 Harriet Tubman Village Charter School  
*A Community Committed to Academic Excellence*  
 Wednesday, August 19, 2009  
 3:30 pm

**Members Present:** Jeff Collings, Linda Knight-Valenziano, Lola Simeon-Nachmann, Audrey Walz, Jeanne Bredestege, Debby Flores, Gerry Plotkin

**Staff Present:** Catherine Pope, Jesse Sandoval, Silvia Bredekamp

**Members & Staff Absent:**

**Guests Present:**

Topic	Discussion/Issue/Concerns	Decisions/Recommendations/Actions Taken
<b>Call to Order/Roll Call/Housekeeping</b>	<ul style="list-style-type: none"> <li>• Introductions and role call.</li> <li>• Reviewed meeting rules</li> </ul>	<b>Call to Order:</b> The meeting was called to order at 3:35 pm by Chair Audrey Walz
<b>Minutes</b>	<ul style="list-style-type: none"> <li>• <b>Review</b> of minutes from 7/08/09. After reviewing minutes, they were approved.</li> </ul>	<b>Motion to approve minutes from 7/08/09</b> by Lola Simeon-Nachmann <b>Motion seconded</b> by Gerry Plotkin MSA (Motion seconded and approved) For: 5 (Jeanne Bredestege and Jeff Collings were late and missed this part) Against: 0 Abstentions: 0
<b>Comments from the Public</b>	Thanks from Mrs. Pope	<b>Information</b>
<b>Principal's Report-</b> Principal Catherine Pope	<ul style="list-style-type: none"> <li>• Staff meetings; input for new principal, improvement, Academic Environment.</li> <li>• Recommends committee/survey from parents, students.</li> <li>• School calendar committee working (knowing it's tentative)</li> <li>• Outside meetings</li> <li>• Student Achievement picked up today. Will analyze and give to new principal. ETA 1</li> </ul>	<b>Information</b>

	<p>week.</p> <ul style="list-style-type: none"> <li>• Suspensions/Discipline. Last day of school, school police had to be called. A knife and ninja star were brought in. 3 kids involved.</li> <li>• Enrollment: 250 so far. We don't have final numbers in yet.</li> <li>• Recruitment: 7 new applications</li> <li>• District and State: Reports due. Calendar still in flux.</li> <li>• Facilities Application- due in ... Jesse has a big part in this. Hopefully it will be for multiple years. We pay for 9 classrooms and get 3 additional.</li> <li>• Compliance Issues: Accountability Training (Required for principal). Also needs to attend Charter meetings.</li> <li>• Site administrator affidavit: needs to be notarized and signed by Mr. Sandoval, Mrs. Pope and Ms. Linda Valenziano.</li> <li>• Update website (Charter school)</li> <li>• Brought up subject of process and timeline for Business Manager, the role and responsibilities of current business manager and principal, and what the timeline might be for exit. Discussion among the board ensued.</li> </ul>	
<p><b>Motion</b></p>	<ul style="list-style-type: none"> <li>• Discussion among the board ensued regarding this issue. No changes in the business manager situation till after new principal comes on board and gives his/her input. There were some arguments back and forth regarding the fact that we do not know what the new principal will</li> </ul>	<p><b>Motion for Mrs. Pope to stay on as an hourly employee for at least another month during transition period with new principal</b>, by Jeanne Bredestege.</p> <p><b>Motion Seconded</b> by Gerry Plotkin MSA (motion seconded and approved) For: 6 (Jeff Collings still had not come in yet)</p>

	<p>need/want, however Mrs. Pope needs some timeframe in order to plan her other obligations.</p>	<p>Against: 0 Abstentions: 0</p>
<p><b>Principal's Report (Continued)</b> Principal Catherine Pope</p>	<ul style="list-style-type: none"> <li>• Budget- Tentatively hired people to cover teaching needs. The new math teacher resigned, so a sub was hired. The 1<sup>st</sup> grade teacher is a substitute also.</li> </ul>	<p><b>Information</b></p>
<p><b>Finance Report</b> -Jesse Sandoval</p>	<ul style="list-style-type: none"> <li>• The state budget has been signed. Line items have not been scrutinized by charter yet. Additional cuts in education. Be prepared for worst.</li> <li>• 2 reports due: to San Diego Unified School District 9/8/09 and to State 9/15/09.</li> <li>• Mr. Sandoval was taken off system so had no access to budget/reports. He was just put back on this morning and has not had time to prepare a report for this meeting. There was a \$129,000 carry-over at preliminary check over.</li> <li>• The Auditor will be here at the end of September (the 29<sup>th</sup>) to do the annual audit.</li> <li>• Mr. Sandoval is recommending that he make introductions of new principal to all his connections, in order to help make the transition a little smoother.</li> </ul>	<p><b>Information</b></p>

<p><b>Hiring Committee for Principal</b></p>	<ul style="list-style-type: none"> <li>• Applicants for the new principal have been narrowed down to the top 3.</li> </ul>	<p><b>Information</b></p>
<p><b>Motion</b></p>	<ul style="list-style-type: none"> <li>• We now need to schedule interviews by the entire board to make the final selection.</li> <li>• Interview questions will be e-mailed to the board.</li> <li>• Discussion regarding time/process for this motion. Mrs. Pope to check references tomorrow before interviews start.</li> </ul>	<p><b>Motion to have Mrs. Pope check references of the last 3 candidates</b> by Linda Valenziano  <b>Motion Seconded</b> by Jeff Collings  MSA (Motion Seconded and Approved)  For: 7  Against: 0</p>
<p><b>Motion</b></p>	<ul style="list-style-type: none"> <li>• Discussion regarding ability of all board members to be at interview process, babysitting needs, times, days, etc.</li> </ul>	<p><b>Motion to meet Thursday 8/20/09 from 3:00 pm till 8:00 pm to interview principal candidates</b> by Gerry Plotkin  <b>Motion Seconded</b> by Lola Simeon-Nachmann  For: 7  Against: 0</p>
<p><b>Motion</b></p>	<ul style="list-style-type: none"> <li>• Discussion regarding the role of current principal and business manager in the final interview process.</li> </ul>	<p><b>Motion to approve payment of babysitter from school funds</b> by Gerry Plotkin  <b>Motion Seconded</b> by Linda Valenziano  For: 6 (Debby Flores had to leave early)  Against: 0  Abstentions: 0</p>
<p><b>Motion</b></p>	<ul style="list-style-type: none"> <li>• Discussion regarding the role of current principal and business manager in the final interview process.</li> </ul>	<p><b>Motion to invite Mrs.Pope and Mr. Sandoval to be at the interview process as an advisory committee with no voting rights</b> by Linda Valenziano  <b>Motion Seconded</b> by Jeanne Bredestege  For: 6 (Debby Flores had to leave early)  Against: 0</p>

<b>Recruitment Committee Report</b>	<ul style="list-style-type: none"> <li>• There was no report presented</li> </ul>	
<b>Board Nomination Report</b>	<ul style="list-style-type: none"> <li>• No new applicants for the board have been received nor solicited due to focus on hiring new principal.</li> <li>• It was brought to our attention that the current term is up for the board.</li> <li>• Discussion ensued regarding keeping the board the same for another term so as to keep stability in the school. The board is concerned about all the changes at once being a detriment to the school.</li> </ul>	<p><b>Information</b></p> <p>Mrs. Walz, Mr. Plotkin, Mrs. Pope and Mr. Sandoval will meet with Legal Council and the Charter Office on Friday, to address questions posed by the board prior to the next board meeting.</p>
<b>Adjourn</b>	<ul style="list-style-type: none"> <li>• The meeting was adjourned at 5:05pm</li> <li>• Next meeting September 9, 2009</li> </ul>	<p><b>Motion to Adjourn</b> by Gerry Plotkin  <b>Motion second</b> by Jeff Collings  MSA (Motion seconded and approved)  For: 6  Against: 0  Abstentions: 0</p>