

**ENCINO CHARTER ELEMENTARY  
CHARTER LEADERSHIP COUNCIL  
Meeting Minutes  
April 20, 2017**

**Meeting Date: Thursday, April 20, 2017**  
**Time/Place: 2:45 PM in Library**

- I. Welcome/Call to Order.....Marcia Koff 2:45pm**
- II. Roll Call: to determine quorum**
  - a. In attendance: **12** - Beth Owen, Lara Tochner, Emily McGowan, Cynthia Weichelt, Susan Cummings, Patrice Bouffard, Lorraine Buhai, Alex Zwick, Ruth Mischkot, Marcia Koff, Holly Norton, Jamie Pink
  - b. Absent: Dana Martinez
- III. Minutes of the previous meeting read and approved Zwick/Bouffard**
- IV. Charter Renewal Status for 2017-2022- APPROVED**
  - a. **Board approval of our charter renewal on consensus – April 18, 2017**
    - i. Charter next renews in 5 years, 2022
- V. Charter Budget report – Marcia Koff**
  - a. **LCAP – Local Control Accountability Plan**
    - i. **This is a state accountability plan for all targeted funds (TSP)**
      1. Charter Block spending on safety, attendance, parent engagement, English Learner intervention and reclassification, to target support for at risk student populations.
    - ii. **Discussion and vote for Board Approval of LCAP Goals and proposed spending** Owen/Cummings APPROVED unanimously
  - b. **State Dashboard School Rating System – ECES rating- Spring & Fall ratings include different basis- Fall will include test scores and community engagement**
    - i. Spring Rating : All Blue in math & Only one green area- socioeconomically challenged in language arts.
  - c. **Staffing for next year-**
    - i. **No instructional staff changes –** Moustafa will return last day of school and resume in fall. No one has notified principal of plans to retire as of this date.
    - ii. **TAs and Supervision Aids –** will be significant turn over - suggestions welcome for qualified candidates for supervision – shifts are 3hrs to 3:45 a day.
- VI. District Updates – Marcia Koff**
  - a. **Principal's report**
    - i. **SBAC testing-**
      1. 4 parts 2 math and 2 LA. One part short answer, one part performance test in each category
      2. 5<sup>th</sup> grade already took the pilot version of the science test in classrooms on Chromebooks.
    - ii. Ms. Mischkot being honored tonight as Encino Charter Teacher of the Year at the Encino Chamber of Commerce Event.
- VII. Charter Committee Chair reports**
  - a. **Personnel/Hiring – Alex Zwick**

- i. **Renewal of Contract for Soaring Eagles for 2017-18** Mischkot/McGowan  
APPROVED unanimously

**b. Safety Committee – Holly Norton**

- i. **Spring Safety Drill – District Wide – shelter in place**

**c. Curriculum & Instruction – Ruth Mischkot**

- i. **Teacher Professional Development Calendar**

- ii. **Early Literacy Cohort III Participation: EELP** – Elementary Early Literacy Program - DIBELS based – data analysis directed at identifying and improving student challenges, takes a lot of teacher time, still in training and testing phase. 1<sup>st</sup> training is May 11th.

- d. **Positive Behavior Support-** not discussed

**VIII. ELAC Report - Lorraine Buhai**

- a. Discussion of School Language Census – we have a broad variety of languages spoken by our students
  - i. Request Russian, Farsi or Spanish speaking Aide to be hired if at all possible
- b. Good parent attendance, 4 members graduating, need new members
- c. ELAC Committee discussed the LCAP priorities and action steps

**IX. Gifted/ SAS update – Lorraine Buhai**

- a. **OLSAT results** – overall very good, 28 students gifted identified (25% of class)

**X. Parent Involvement – Report from the E-Team Board**

- a. **Gala auction:** Paddle for a Purpose at Gala raised \$23k for expanding science lab hours. Strong fundraising year, new board elected this week, Erin Aghai and Allyssa Delpiano will be new ETEAM board presidents.

**XI. Additional New Business**

- a. Charter Lottery will be pulled April 28<sup>th</sup>, over 250 apps for kinder alone.
- b. Adjacent apartment building will be open by new school year. Going for \$850k, not kid friendly space. Probably not getting any more kids from there
- c. Question about new security policies based on what happened in San Bernardino. Nothing from district yet, not sure if there is anything that could have prevented that incident.

**xii. Adjournment - Pink/Bouffard unanimous approval 3:43**

**Our next meeting will be : May 18, 2017 at 2:45 in the library . Persons wishing to address the CLC on a subject to be considered at this meeting are asked to sign the speaker's list before the scheduled meeting, stating the subject they wish to address, the organization they represent (if any), and the nature of their business. [www.encinoelementary.net](http://www.encinoelementary.net) Requests for modifications or accommodations should be made 24 hours in advance of the meeting by calling 818-784-1762.**