



EPIPHANY PREP
CHARTER SCHOOL

AGENDA - BOARD OF TRUSTEES MEETING

Friday, Oct. 21, 2016 at 8:30 am

San Diego Campus, 6134 Benson Ave, San Diego 92114, Board Room

(call-in at Escondido campus: 725 N. Escondido Blvd., Escondido 92025, Conference Room #105)

1. Call to Order, Roll Call and Flag Salute (8:30 – 8:35 am)

Meeting called at _____ am

<u>Board Members</u>	Present	Absent
Dr. Lis Johnson (Chair)	_____	_____
Dr. Irma Diaz-Martin	_____	_____
Kristin French	_____	_____
Joe Jordan	_____	_____
Dr. Ian Martin	_____	_____
<u>Staff</u>		
Dr. David Rivera	_____	_____
Dr. Jose Manuel Villarreal	_____	_____

2. Public Comments (8:35 – 8:40 am)

3. Consent Items (8:40 – 8:45 am)

- 3.1 Approval of Oct. 21, 2016 Agenda
- 3.2 Approval of Oct. 7, 2016 Minutes
- 3.3 Approval of SchoolsFirst Federal Credit Union agreement

4. Information, Action and Discussion Items

(No Action Items are scheduled)

- 4.1 Business (8:45 – 9:15 am)
 - 4.1.1 Fundraising: Dr. Rivera
 - 4.1.2 Finance, Budget Development: Medhat Said, CSMC
- 4.2 Facilities and Operations (9:15 – 9:45 am)
 - 4.2.1 Escondido Buildout: Dr. Rivera; Dave Pettigrew, Freedom Choice Development
- 4.3 Personnel: Tabled to Nov. 18
- 4.4 Teaching, Learning and Leadership: Tabled to Nov. 18
- 4.5 Board Training (9:45 – 9:55 am)
 - 4.5.1 Calendar board training annual topics: Dr. Johnson
- 4.6 Board/Officer Communications/Announcements (9:55 – 10:00 am)
 - 4.6.1 Future board meetings will be at 8:30 AM on Nov. 18 (San Diego) and Dec. 16 (Escondido)

5. Closed Session: None scheduled

6. Adjournment: Meeting adjourned at _____ am

A campus tour will take place subsequent to the meeting.

Mission: With the support of families, the mission of Epiphany Prep is to deliver entrepreneurial and innovative education opportunities that transform the learning potential of marginalized students by strengthening the whole child: intellect, character, and spirit.

Public Comments: Members of the public may speak on items not listed on the agenda for 2 minutes each but not to exceed 20 minutes for all topics. Extra time may be granted by the board as needed.

Consent Items: Unless a trustee pulls an item, one board vote shall approve all consent items together.

Closed Session: Allowed per Ed. Code on student discipline (48900) or confidential matters (35146), potential/pending litigation (54956.9(a-d), personnel (54957), labor (3540-3549.3) or property negotiations (54956.8, 54957.1(a)).

American with Disabilities Act: For disability-related accommodations to attend/participate in the meeting, call (619) 677-2180 no later than 24 hours before the meeting.

Brown Act: Meeting agendas can be reviewed at each school: 6134 Benson Ave, San Diego 92114; and 725 N. Escondido Blvd., Escondido 92025, as well as at www.epiphanyprep.org.

Translation Services: Available by calling 619-677-2180 no later than 24 hours before the meeting.

info@epiphanyprep.org.



EPIPHANY PREP
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MINUTES - BOARD OF TRUSTEES SPECIAL MEETING

Friday, Oct. 7, 2016 at 8:30 am

Escondido campus: 725 N. Escondido Blvd., Escondido 92025, Conference Room #105
 (call-in at San Diego Campus, 6134 Benson Ave, San Diego 92114, Office)

• **Call to Order, Roll Call and Flag Salute**

Meeting called at 8:32 am

<u>Board Members</u>	Present	Absent
Dr. Lis Johnson (Chair)	<u> X </u>	<u> </u>
Dr. Irma Diaz-Martin	<u> X </u>	<u> </u>
Kristin French	<u> X </u>	<u> </u>
Joe Jordan	<u> X </u>	<u> </u>
Dr. Ian Martin	<u> </u>	<u> X </u>
<u>Staff</u>		
Dr. David Rivera	<u> X </u>	<u> </u>
Dr. Jose Manuel Villarreal	<u> X </u>	<u> </u>

Guests

Tom Hillebrecht, advisor; Jill Chang, Executive Assistant to Officers and Meeting Recorder; and remotely from the San Diego campus Bridget Rawlings, Office Manager and Tomas Chavez, Principal

• **Public Comments**

No Public Comments

• **Consent Items**

3.1 Approval of Oct. 7, 2016 Agenda

- Item pulled for discussion. Upon motion duly made by Joe Jordan and seconded by Dr. Johnson, the motion was unanimously approved

3.2 Approval of Sept. 16, 2016 Minutes

- Upon motion duly made by Dr. Johnson and seconded by Kristen French, the motion was unanimously approved

• **Information, Action and Discussion Items**

(No Action Items were scheduled)

4.1 Business

4.1.1 Fundraising: Dr. Rivera

- Eight tours scheduled with potential donors, both previous and new benefactors, during October and November. Tour protocols are in development and will be emailed to board.

4.1.2 Finance: Medhat Said, CSMC;

- Tabled until October 21, 2016; Finance training and workshop

4.2 Facilities and Operations

4.2.1 Escondido Buildout:

- Tabled until October 21, 2016; Finance training and workshop

4.3 Personnel

4.3.1 Investing in People and their Story: Dr. Villarreal

- Dr. Villarreal presented progress made on recruitment and retention goal identified at the Strategic Plan Retreat. Other progress included higher salaries, 403(b) plan, and a doubling of benefits.

4.4 Teaching, Learning and Leadership

4.4.1 LCAP/Strategic Plan: Road Map to Success from Petition to LCAP to Strategic Plan: Dr. Villarreal

- Dr. Villarreal stated that the goal is to be fully accredited in San Diego this year and to have initial accreditation in Escondido in the fall
- English/Language Arts proficiency increased nearly 300% from 2015 baseline year to 2016 (7% to 26%), when adding students who “nearly met” proficiency increase was 61% (28% to 45%)
- Math proficiency remained constant (10%-11%), when adding students who “nearly met” proficiency increase was 25% (28% to 35%)
- The next Strategic Leadership Team meeting will be November 2 from 1:00-4:00 PM

4.5 Board Training

4.5.1 Calendar board training annual topics: Dr. Johnson

4.6 Board/Officer Communications/Announcements

- Joe Jordan inquired about likelihood of students changing schools mid-year. Impact of census day was explained.
- Drs. Johnson and Rivera discussed expanded future play area for Escondido campus
- Discussed goals relating to classroom management and Restorative Practice correlation.
- EUSD’s Superintendent, Dr. Ibarra-Rankins, and the Asst. Superintendent, Leila Sackfield, both visited the campus together in late September.
- Vice President Dr. Villarreal and Principal Chavez were congratulated for increasing proficiency at the San Diego campus, and Principal Lozano of the Escondido campus was congratulated on a very successful school opening with strong enrollment.
- Dr. Villarreal encouraged the board to share their observations during visits and tours.
- Wish list will be sent/posted

4.6.1 Future board meetings will be at 8:30 AM on Friday Oct 21 (San Diego), Nov. 18 (San Diego) and Dec. 16 (Escondido)

- **Closed Session:** None scheduled
- **Adjournment:** Meeting adjourned at 10:18 am

A campus tour took place subsequent to the meeting.

Irma Diaz-Martin

Signature – Board Secretary

Print Name

Date

Announcements and Legal Postings:

Board Meetings: 8:30 am on Friday Oct. 21, Nov. 18 and Dec. 16

ADA: For disability-related modification or accommodations, please call the school (619) 677-2180.

Brown Act: Meeting notice/agenda are posted at www.epiphanyprep.org and on office doors of each campus: 6134 Benson Avenue, San Diego 92114; and 725 N. Escondido Blvd., Escondido 92025



EPIPHANY PREP
CHARTER SCHOOL

RESOLUTION - BOARD OF TRUSTEES MEETING

Friday, Oct. 21, 2016 at 8:30 am

In support of Strategic Plan Goal #4 (Staff Retention)

PARTIES INVOLVED: Agreement between SchoolsFirst Federal Credit Union and Epiphany Prep Charter Schools.

SUMMARY: Although our credentialed staff have access to a retirement program through STRS (CA State Teachers' Retirement System), our non-credentialed staff have not had access to a retirement program. We are recommending the approval of the agreement that follows this resolution between SchoolsFirst Federal Credit Union and Epiphany Prep Charter Schools to ensure that at no cost to the organization, all members (faculty/staff) will now be offered a voluntary retirement savings option that will remain with them subsequent to any departure from Epiphany Prep.

RESOLUTION: It is resolved that Epiphany Prep Charter Schools approve the agreements with SchoolsFirst Federal Credit Union to establish 403(b) retirement services for non-credentialed staff.