



Site Management Team Regular Meeting Agenda and Packet

Date: May 28 2026

Time: 5:30 pm

Location: In-Person in the Lion's Lair Humanities and via Zoom

Zoom:

<https://us02web.zoom.us/j/8225504281>

Meeting ID: 822 550 4281

Passcode: Linscott

Dial-in (Audio only)

(669) 900 6833

Meeting ID: 822 550 4281

Passcode: 34121032

Open Session

**Call to Order/ Roll Call and Establishment of Quorum
Approval of Agenda**

Regular Business:

1. Read Mission Statement
2. Correspondence
3. Announcements & Appreciations

Student Council Report

PVFT Report

LFKF Report

Director's Report

Public Comments on Regular or Non-Agenda Items*

Consent Agenda:

Minutes from 4/30/26

Action & Discussion Items:

1. (Action) Arts & Music in Schools Annual Report
2. (Discussion) 2026-27 LCAP
3. (Discussion) 2026-27 Budget
4. (Discussion) Budget Overview For Parents

Adjourn to Closed Session

Closed Session

1. Administrative Director/ Principal Evaluation

Adjourn to Open Session

Open Session

1. Report out on action taken in Closed Session

Adjournment

**There will be a brief public comment session prior to each agenda item. Comments may be limited to 3 minutes.*

Sesión Abierta

**Llamada al Orden/Lista y Establecimiento de Quórum
Aprobación del Orden del Día**

Asuntos Regulares:

1. Leer la Declaración de Misión
2. Correspondencia
3. Anuncios y Agradecimientos

Informe del Consejo Estudiantil

Informe de PVFT

Informe de LFKF

Informe del Director

**Comentarios del público sobre temas regulares o no
incluidos en el orden del día***

Orden del día por consenso:

Actas del 30/4/26

Puntos de acción y debate:

1. (Acción) Informe anual de Artes y Música en las Escuelas
2. (Debate) Plan de Aprendizaje Local 2026-27
3. (Debate) Presupuesto 2026-27
4. (Debate) Resumen del presupuesto para padres

Cierre de la Sesión a Cerrada

Orden del Día de la Sesión a Cerrada

1. Evaluación del Director Administrativo/Director

Cierre de la Sesión a Abierta

Sesión a puerta abierta

1. Informe sobre las acciones tomadas en la sesión a puerta cerrada

CONSENT AGENDA ITEMS

A consent agenda groups discussion points into a single agenda item. The grouped items can be approved in one action (a vote to approve the Consent Agenda) rather than through the filing of multiple motions. If a member of the SMT would like to discuss one item from the consent agenda in isolation, the SMT member may request to pull the item out of the consent agenda and add it to the regular agenda during the approval of the agenda.



Linscott Charter School
Site Management Team Meeting
 January 22, 2026
 In-Person and Zoom

Time:	Item:		
Call to order: 5:35	<u>SMT Members Present via Zoom:</u> <ul style="list-style-type: none"> ● Sarah Diaz-Bastin ● Alison Guerin ● Alyssa Khan ● Felipe Gamboa ● Araceli Gonzalez ● Emily Villaron 	<u>SMT Members Absent:</u> <ul style="list-style-type: none"> ● Lety Perez ● Josie Montes 	<u>Linscott Staff/Community Members Present:</u> <ul style="list-style-type: none"> ● Alicia Doolittle, Director ● Heidi Claypool, Teacher ● Michell McDougall, Teacher
Approval of Agenda			Motion: Motion to approve the agenda as written. Moved: Emily Perez Seconded: Sarah Yes: 6 No: 0 Abstain: 0 Absent: 2
Read Mission Statement: Araceli Gonzalez			
Correspondence	<ul style="list-style-type: none"> ● Emily shared concerns brought forth by a parent about Rainbow Room and student's behavior towards the classroom aides 		
Announcements & Appreciations	<ul style="list-style-type: none"> ● Appreciation from Alicia to Lisa for taking her students to Second Harvest Food Bank. They packed 11,000 pounds of food and the experience was very impactful for students. 		



	<ul style="list-style-type: none"> ● Appreciation to Lisa and Michelle for coming back to teach after attending their Full Bright Professional Development. They will do an in-service in May and August for staff. ● Appreciation for Emily who is taking on Teacher Appreciation Week! ● Appreciation to Lisa for organizing the Les Miserable trip for the 7th graders ● Appreciation to Lety and Irene Munoz for organizing Million Words ● Appreciation to the 8th grade parent team-they are very organized and have organized great events for the students.
Student Council	<ul style="list-style-type: none"> ● Student Council has held spirit days and will hold a Spirit Week on the last week of school that will finish off with an 8th grade Vs. Staff kickball game. ● There will be an 8th grade clap off for the graduating students ● As of now, Kinder is in the lead for the spirit day competition
PVFT Report	<ul style="list-style-type: none"> ● Per Alicia, PVFT held their 9th negotiation attempt and an impasse was declared. ● This information was given to staff ● Staff has the opportunity to meet again after the staff meeting on 5/1
LFKF Report	<ul style="list-style-type: none"> ● LFKF met and three new attendees joined ● Elections will be held next meeting scheduled in May ● Pizza night raised ~\$386.00
Director's Report	<ul style="list-style-type: none"> ● Attendance <ul style="list-style-type: none"> ○ Attendance is full ○ Attendance has improved <ul style="list-style-type: none"> ■ March 16-April 10 94.60% ■ Year average is just above 93% ● Upcoming Events <ul style="list-style-type: none"> ○ 4/30-Ag Day ○ Teacher Appreciation- (5/4-5/8) ○ CAASP Testing- (5/5-5/15) ○ Million Words Carnival- 5/15 ○ K-5 Spring Concert- 5/20 ○ TONS of Field Trip



	<ul style="list-style-type: none"> ○ 1-3rd Spring Performance (NEW Event!)- 5/28 ○ Olympic Day- 5/29 (Late Dismissal 1:15) ○ 8th Grade Graduation- 6/4
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PUBLIC COMMENT: The public may comment on the closed session agenda items listed. The Board may not respond except to ask clarifying questions. The length of comments shall be limited to 3 minutes.

- Would it be helpful for the Board/LFKF to send out a welcome to incoming Kinder and 1st grade families and then each year to welcome students to the school?
- In regards to attendance, could there be a reward for classes that maintain attendance levels? What else can be done to encourage improved attendance?
- Some of the emails regarding 8th grade fundraising have been somewhat unclear and misleading and there has not been a clear separation from work/employee/parent role
- How can Linscott provide better transportation for sports?
- Can parents get notice prior to days in which their students have to run the mile, so parents and students can make sure they are prepared?

AGENDA ITEMS

1. (Action) Consent Agenda	Meeting Minutes: 3/19/26 and 3/23/26	Motion: Motion to approve meeting minutes from 3/19/26 and 3/23/26	Moved: Sarah Seconded: Felipe Yes: 6 No: 0 Abstain:0 Absent:2
2. (Action/ Discussion)	After School Program Early Release Policy This policy establishes procedures for documenting early releases from Linscott Charter School's After School Program (ASP)	Motion: Motion to approve the After School Program Early Release Policy as written and presented	Moved: Alyssa Seconded: Alisoni Yes: 6 No: 0



			Abstain:0 Absent:2
3. (Action/ Discussion)	<p>Linscott Promoting a Safe and Secure Learning Environment for All Policy</p> <p>The Site Management Team is asked to adopt a new Board Policy establishing procedures for responding to immigration enforcement activity at Linscott Charter School.</p> <p>Linscott will no longer maintain copies of birth certificates. Citizenship information will not be shared with others and parents will be notified if there is a request to access this information or if there is a request to access a student.</p> <p>Policies have been created around situations if a parent/caregiver is detained.</p>	<p>Motion: Motion to approve the Linscott Promoting a Safe and Secure Learning Environment for All Policy as written and presented</p>	<p>Moved: Araceli Seconded: Sarah Yes: 6 No: 0 Abstain:0 Absent:2</p>
4. (Summary): LCAP Feedback Session	<p>LCAP Feedback Session:</p> <p>SMT provided feedback regarding LCAP Goals</p> <p>Parent University remains an area for growth</p>		
Meeting Adjournment: 8:31			
Next meeting: May 2026			

ACTION ITEMS

Action items are intended to result in a vote. An action item may be discussed and then tabled or moved to another meeting if board members feel there is insufficient information to make a motion or take action. Action items pass with a majority vote.

Action Item Information

Title of Item: Arts & Music in Schools Annual Report

Meeting Date: 5/28/26

Session: Open

Summary:

As required by Proposition 28, Linscott is reporting on its annual use of arts and music funding. This year, funds supported music instruction, instruments, and materials across K-8, and produced the school's first musical in 20 years. The program reached 75% of students.

Paquete del equipo de administración del sitio de la escuela autónoma Linscott

Información sobre el tema de acción

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Proposition 28: Arts and Music in Schools Funding Annual Certification Requirements

Name: Linscott Charter
CDS Code: 4469799-6049720
Charter School Number: 41
Allocation Year: 2025-26

As a condition of receipt of funds pursuant to [Chapter 5.1 of Part 6 of Division 1 of Title 1 of the Education Code \(EC\)](#) (Section 8820 et seq.), subdivision (g) of EC Section 8820 requires a local educational agency to annually certify to the following:

(1) Certify that all Arts and Music in Schools funds received in the current fiscal year will be used to provide arts education programs, and that Arts and Music in Schools funds expended in the prior fiscal year were, in fact, used for those purposes, except as provided in paragraph (3). For local educational agencies with an enrollment of 500 or more pupils, the certification shall also ensure that at least 80 percent of funds to be expended will be used to employ certificated or classified employees to provide arts education program instruction and that the remaining funds will be used for training, supplies and materials, and arts educational partnership programs unless waived pursuant to subdivision (h) of EC Section 8820.

(2) Certify that such funds received in the current fiscal year will be used to supplement funding for arts education programs and that funds expended in the prior fiscal year were, in fact, used to supplement arts education programs.

(3) Certify that no more than 1 percent of funds received in the current fiscal year will be used for a local educational agency's administrative expenses to implement this chapter and that funds received in the prior fiscal year were, in fact, used within that limit.

By checking this box, the submitting local educational agency certifies to meeting the requirements of EC Section 8820(g)(1) through (3), as outlined above.

Submission Date 5/25/2026 4:53:41 PM

Proposition 28: Arts and Music in Schools Funding Annual Report Fiscal Year 2025-26

Name: Linscott Charter

CDS Code: 4469799-6049720

Charter School Number: 41

Allocation Year: 2025-26, 2024-25, 2023-24

1. Narrative description of the Prop 28 arts education program(s) funded. (2500 character limit).

In 2025–26, Linscott Charter School used Proposition 28 funds to deepen and expand arts education across the K–8 program. Funds supported additional instructional time for our music teacher, new instruments, music materials, and concert music for two school performances. The highlight of the year was producing Linscott's first musical in 20 years, with funds covering performance rights, props, costumes, and scenic projections. Students in grades 3–8 participated in the production, while classroom music instruction reached all K–5 students, an after-school music club served students in grades K–4, and a music elective was available to students in grades 6–8. Overall, Proposition 28 funds served 75% of K–8 students, expanding access to live performance experience, ensemble participation, and hands-on music instruction.

2. Number of full-time equivalent teachers (certificated). 0.8

3. Number of full-time equivalent personnel (classified). 0.0

4. Number of full-time equivalent teaching aides. 0.0

5. Number of students served. 195

6. Number of school sites providing arts education. 1

Date of Approval by Governing Board/Body 5/28/2026 12:00:00 AM

Annual Report Data URL

<https://linscott.pvUSD.net/Our-School/Governance/Linscott-Policies-and-State-Reporting/index.html>

Submission Date 5/25/2026 5:14:16 PM