

**Community Collaborative Charter School
Regular Meeting of the Board of Directors
Minutes**

**Thursday, January 16, 2020
Regular Meeting Begins at 10:00 a.m.**



100 East San Marcos Blvd., Suite 350, San Marcos, CA 92069
1185 Calle Dulce, Chula Vista, CA 91910 619-417-7730
39251 Camino Las Hoyas, Indio, CA 92203 619-733-8615
16222 Quail Rock Road, Ramona, CA 92065 760-300-5966
1160 Cuyamaca Avenue, Chula Vista, CA 91911 619-933-6176
277 Boyd Road, Pleasant Hill, CA 94523 619-871-1771

Excel Academy Charter School
1 Technology Drive, Bldg. I, Suite 811, Irvine, CA 92618

Acton-Agua Dulce Unified School District
32248 Crown Valley Road, Acton, CA 93510

Zoom Meeting Information
Dial In: 1-669-900-9128
Meeting ID: 178-841-472
Join URL: <https://zoom.us/j/178841472>

1. CALL TO ORDER AND ROLL CALL

Time 10:02 a.m.

1.1. Roll Call

William Hall	President - <i>Present</i>
Michael Humphrey	Vice President - <i>Absent</i>
Susan Houle	Clerk - <i>Present</i>
Steve Fraire	Member - <i>Present</i>
David Franklin	Member - <i>Present</i>

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of January 16, 2020.

Motion by William Hall, President to amend the agenda and remove:

Item 4. Adjourn to Closed Session

Item 5. Closed Session

Item 6. Reconvene Regular Meeting

Item 14.1 Acceptance of Resignations

Item 14.2 Approval of New Board Members

Moved by SHoule

Seconded by DFranklin

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

3. PUBLIC COMMENT - CLOSED SESSION

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under section 8.0 Public Comments at Board Meetings.

4. ADJOURN TO CLOSED SESSION

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

5. CLOSED SESSION

Conference with Legal Counsel - Anticipated Litigation - Significant Exposure to Litigation

There is significant exposure to litigation against the Agency pursuant to Government Code Section 54956.9(d)(2). Number of Potential Cases: 2

6. RECONVENE REGULAR MEETING

7. PLEDGE OF ALLEGIANCE

Led by: William Hall

8. PUBLIC COMMENTS/RECOGNITION/REPORTS

Please submit a Request to Speak to the Board of Directors card located on the exhibit table for any agenda item or non-agenda item to the Executive Director, prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have

questions for the Board, please provide the Board President with a written copy and an administrator will provide answers at a later date.

9. CORRESPONDENCE/PROPOSALS/REPORTS

- 9.1. Program Updates
- 9.2. Board Member Contract - First Reading

10. CONSENT CALENDAR

Items listed under Consent Calendar are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent Calendar upon the request of any member of the Board, discussed, and acted upon separately.

Approval of Consent Calendar

- 10.1. Minutes of the Regular Board Meeting that was held on December 5, 2019
- 10.2. Check Voucher

Consent Calendar - Business/Financial Services

- 10.3. Approval of Washington DC Trip 2020-2021 School Year - Excel Academy
- 10.4. Approval of Surplus Items - Pathways Academy Charter School
- 10.5. Approval of Installation of Cabling and Data Wiring - CalPac

Consent Calendar - Personnel Services

- 10.6. Approval of Certificated Personnel Report
- 10.7. Approval of Classified Personnel Report
- 10.8. Approval of Professional Learning Community (PLC) Facilitator Stipend - CalPac
- 10.9. Approval of Completion of Mandatory Staff Training
- 10.10. Approval of Job Descriptions

Moved by DFranklin Seconded by SHoule

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

11. PERSONNEL SERVICES

11.1. Approval of Resolution No. 09-2020 CalSTRS Tax Deferred Payroll

It is recommended the Board approve Resolution No. 09-2020 CalSTRS Tax Deferred Payroll.

Moved by DFranklin Seconded by SHoule

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

11.2. Approval of Shared School Psychologist Services (Excel Academy Charter School)

It is recommended the Board approve an agreement with County Collaborative Charter School and Pathways Adult Education to provide School Psychologist/ Program Manager services through a bill back process for the remainder of the 2019-2020 school year.

Moved by SHoule Seconded by SFraire

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

11.3. Approval of Revised Master's Degree Stipend (Excel Academy Charter School)

It is recommended the Board approve the revision to the Master's degree stipend policy to clarify eligibility for the stipend.

Moved by DFranklin Seconded by SFraire

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
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William Hall	X	
Michael Humphrey		X
Susan Houle	X	
Steve Fraire	X	
David Franklin	X	

Motion carried unanimously, 4-0.

12. BUSINESS/FINANCIAL SERVICES

12.1. Approval of Renewal DocuSign Service Agreement (The Collaborative)

It is recommended the Board approve the renewal of the service agreement with DocuSign for the period of 12/21/19 through 12/20/20.

Moved by SHoule Seconded by DFranklin

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

12.2. Approval of Renewal DocuSign Service Agreement (Excel Academy Charter School)

It is recommended the Board approve the renewal of the service agreement with DocuSign for the period of 12/21/19 through 12/20/20.

Moved by DFranklin Seconded by SHoule

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

13. POLICY DEVELOPMENT

13.1. Approval of Board Policies - Personnel Series

It is recommended the Board approve the proposed policies. These policies will replace the current policies and will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

Personnel Services

4033-CCCS Meal Period and Rest Break Policy

4034-CCCS Lactation Accommodation Policy

4040-CCCS Drug, Alcohol, and Smoke-Free Workplace Policy

4041-CCCS Acceptable Use of Technology Policy

4050-CCCS Payroll Withholdings Policy

4051-CCCS COBRA Benefits Policy

Moved by S Houle

Seconded by S Fraire

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

14. ORGANIZATIONAL STRUCTURE OF THE BOARD

14.1. Acceptance of Resignations

14.2. Approval of New Board Members

Motion by William Hall, President to amend the agenda and remove:

Item 14.1 Acceptance of Resignations

Item 14.2 Approval of New Board Members

14.3. Election of Board Member Positions

1. President of the Board – *Nomination: William Hall*

Moved by S Fraire

Seconded by S Houle

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			

Steve Fraire	X
David Franklin	X

Motion carried unanimously, 4-0.

2. Vice President of the Board – *Nomination: Michael Humphrey*

Moved by SHoule Seconded by DFranklin

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

3. Clerk of the Board – *Nomination: Steve Fraire*

Moved by WHall Seconded by SHoule

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

15. CALENDAR

The next scheduled meeting will be held virtually on February 6, 2020.

16. BOARD COMMENTS

The Board said it is nice to see that we are moving along as an organization. They congratulated Heidi for a good job on the WASC, and for building a good relationship with the Superintendent from Helendale by inviting him to come visit Excel’s office in Irvine. Happy 2020 to everyone. We are looking forward to all the new and great things we will be accomplishing this year. The Board also said they enjoyed the Board Study Session in San Marcos. Let’s keep Mike in our thoughts while he is going through his medical procedure today. Thank you everyone.

17. CEO COMMENTS

The CEO echo’s what the Board Members said. He thanked Heidi for the super job her and her leadership team has been doing. She is never content and always ready to move the needle toward the right direction. The study sessions went well, and compliments to all of our staff. Let’s send our best to Mike and keep him in our thoughts. Thank you.

18. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 10:30 a.m.

Moved by SHoule Seconded by SFraire

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey				X
Susan Houle	X			
Steve Fraire	X			
David Franklin	X			

Motion carried unanimously, 4-0.

Signed:

Signed:

Kurt Madden
Secretary, Governing Board

Susan Houle
Clerk, Governing Board

In compliance with Government Code section 54957.5, open session materials distributed to Board Members for review prior to a meeting may be viewed at the School at 100 East San Marcos Blvd., Suite 350, San Marcos, California, or at the scheduled meeting. Board Agenda back-up materials may also be requested by calling the School at 760-494-9646. In addition, if you would like a copy of any record related to an item on the agenda, please contact the office.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting of the District’s governing board, please contact the School at 760-494-9646. Notification 72 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the School shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.