

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

**Thursday, January 16, 2020
Regular Meeting Begins at 10:45 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

Sage Oak Charter School
1473 Ford St., #105, Redlands, CA

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 578-745-345

Join URL: <https://zoom.us/j/578745345>

1. **CALL TO ORDER AND ROLL CALL**

Time 10:47 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 Update
- 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 Surplus Items - Pathways Academy Charter School
- 10.4. Approval of Installation of Cabling and Data Wiring - CalPac
- 10.5. Approval of Sacramento One Day Field Trip 2/11/20 - 8th-12th Grade - Sage Oak
- 10.6. Approval of High School East Coast History and College Field Trip
3/30/20-4/4/20 - Sage Oak

Consent Calendar - Personnel Services

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

Moved by DFranklin 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. 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 SFraire 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. 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 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.

12.2. Ratification of Renewal DocuSign Service Agreement - Sage Oak

It is recommended the Board ratify the renewal of the service agreement with DocuSign for the period of 11/1/19 through 10/31/20.

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.

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-CCVS Meal Period and Rest Break Policy
- 4034-CCVS Lactation Accommodation Policy
- 4040-CCVS Drug, Alcohol, and Smoke-Free Workplace Policy
- 4041-CCVS Acceptable Use of Technology Policy
- 4050-CCVS Payroll Withholdings Policy
- 4051-CCVS COBRA Benefits Policy

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.

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 SFraire 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.

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 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.

15. CALENDAR

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

16. BOARD COMMENTS

The Board said everything is moving along splendid. We are happy to hear that the students are involved with the Ronald McDonald House. The outreach and teaching student’s helps’ to teach them how to help others, this is a great idea and can’t be overstated. The buy in from parents and students is great, tip of the hat to that. The Board Members said they are looking forward to all the things to come in 2020. Thank you.

17. CEO COMMENTS

The CEO said he applauds William Hall for doing a super job and to Sage Oak for their Hard work. Krista has a big job and did a nice presentation for the Superintendent from Helendale, Ross Swearingen. Krista and her team are going above and beyond. This can be seen via the consent items, for example, the East Coast Trip that is planned. On another note, regarding the SB 126, “where do we stand,” the study session pointed out that we are being proactive, mindful and ahead of the game. Thank you everyone.

18. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 11:11 a.m.

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.

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.