

**CALIFORNIA PACIFIC CHARTER SCHOOLS**  
**Regular Meeting of the Board of Directors**

**Minutes**

**Tuesday, July 13, 2021**

**Closed Session Begins at 4:30 p.m.**

**Regular Meeting Begins at 5:45 p.m.**



**California Pacific  
Charter Schools**

1850 Peary Way, Livermore, CA 94550  
129 Nolan Court, Forestville, CA 95436  
311 Dolphin Isle, Foster City, CA 94404  
4820 Renovo Way, San Diego, CA 91124  
11608 Evening Sky Drive, Desert Hot Springs, CA 92240

Guerneville School District  
14630 Armstrong Woods Road, Guerneville, CA 95446

**Zoom Meeting Information**

**Dial In: 1-669-900-9128**

**Meeting ID: 910 3611 0118**

**Join URL: <https://zoom.us/j/91036110118>**

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

Time 4:35 p.m.

**1.1. Roll Call**

Rickey Trombetta	President - <i>Present</i>
Kelly Wylie	Vice President - <i>Absent</i>
Dr. Shirley Peterson	Clerk - <i>Present</i>
Susan Calandra	Member - <i>Absent</i>
Tom Baumgarten	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 July 13, 2021.

Moved by SPeterson

Seconded by TBaumgarten

Roll Call Vote:

Ayes   Nays   Abstained   Absent

Rickey Trombetta	X	
Kelly Wylie		X
Dr. Shirley Peterson	X	
Susan Calandra		X
Tom Baumgarten	X	

*Motion carried unanimously, 3-0.*

**3. ORGANIZATIONAL STRUCTURE OF THE BOARD**

**3.1. (Action) Oath of Office**

It is recommended that Board Member, Tom Baumgarten be presented with the Oath of Office.

Moved by SPeterson	Seconded by TBaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

**4. 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.

**5. ADJOURN TO CLOSED SESSION**

Time: 4:39 p.m.

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

Moved by TBaumgarten	Seconded by SPeterson			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

**6. CLOSED SESSION**

Conference with Legal Counsel regarding Potential Litigation: 2 matters  
 There is significant exposure to litigation against the Agency pursuant to Government Code Section 54956.9(d)(2).

Public Employee Performance Evaluation Pursuant to Government Code 54957

- a. Executive Director Evaluation
- b. CEO Evaluation

**7. RECONVENE REGULAR MEETING**

Time: 5:44 p.m.

*Dr. Shirley Peterson, Clerk reported out "no action was taken during the closed session."*

**8. PLEDGE OF ALLEGIANCE**

Led by: Tom Baumgarten

**9. PUBLIC COMMENTS/RECOGNITION/REPORTS**

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. 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 statement and an administrator will provide answers at a later date.

**10. CORRESPONDENCE/PROPOSALS/REPORTS**

- 10.1.** School Highlights, Presented by Christine Feher, Executive Director
- 10.2.** Audit Governance Communication Letter - CliftonLarsenAllen LLP (CLA), Presented by Kurt Madden, CEO
- 10.3.** DMS Monthly Update (DMU) - May 2021, Presented by Karl Yoder
- 10.4.** Finance and Accounting Update, Presented by Shannon Green, Assistant Director of Fiscal Services
- 10.5.** The Collaborative Charter Services Organization (CSO) Update, Presented by David Franklin, CEO, *Presented by Corrie Amador, HR Director*

**11. 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.

**Consent Calendar - Board Meeting Minutes**

- 11.1.** Minutes of the Regular Board Meeting that was held on June 8, 2021
- 11.2.** Minutes of the Special Board Meeting that was held on June 10, 2021

**Consent Calendar - Business/Financial Services**

- 11.3.** Check Register - June 2021

- 11.4. Approval of 2021-2022 Special Education Master Contract for Vendor Services - California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751)
- 11.5. Approval of Annual Subscription with Calendly (New)
- 11.6. Approval of ESSER III Legal Assurance

**Consent Calendar - Education/Student Services**

- 11.7. Approval of 2021-2022 English Learner Master Plan - California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751)

**Consent Calendar - Personnel Services**

- 11.8. Approval of Certificated Personnel Report
- 11.9. Approval of Classified Personnel Report

Moved by SPeterson	Seconded by TBaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

**12. BUSINESS/FINANCIAL SERVICES**

**12.1. (Action) Approval of Purchasing Card Application and Agreement**

It is recommended the Board approve the Purchasing Card Application and Agreement for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

**Fiscal Impact:** Annual cash rebate to the school to be determined.

Moved by TBaumgarten	Seconded by SPeterson			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

**12.2. (Action) Approval of Contract with GoGuardian (New)**

It is recommended the Board approve the contract with GoGuardian for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

**Fiscal Impact:** \$16,680.00 to be split by ADA

California Pacific Charter - Los Angeles (#1751)	\$6,538.56
California Pacific Charter - San Diego (#1758)	\$5,934.74
California Pacific Charter - Sonoma (#2037)	\$4,206.70

Moved by SPeterson	Seconded by TBaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

**12.3. (Action) Approval of Contract with CTL Corporation**

It is recommended the Board approve the contract with CTL Corporation to add more licenses for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

**Fiscal Impact:** \$16,000.00 to be split by ADA

California Pacific Charter - Los Angeles (#1751)	\$6,272.00
California Pacific Charter - San Diego (#1758)	\$5,692.80
California Pacific Charter - Sonoma (#2037)	\$4,035.20

Moved by SPeterson	Seconded by TBaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

**12.4. (Action) Approval of Contract Renewal with Zoom**

It is recommended the Board approve the contract renewal with Zoom for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

**Fiscal Impact:** \$5,880.00 to be split by ADA

California Pacific Charter - Los Angeles (#1751)	\$2,304.96
California Pacific Charter - San Diego (#1758)	\$2,092.10
California Pacific Charter - Sonoma (#2037)	\$1,482.94

Moved by TBAumgarten

Seconded by SPeterson

Roll Call Vote:

	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
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Rickey Trombetta

X

Kelly Wylie

X

Dr. Shirley Peterson

X

Susan Calandra

X

Tom Baumgarten

X

*Motion carried unanimously, 3-0.*

### **12.5. (Action) Approval of Contract with 1st Day School Supplies (New)**

It is recommended the Board approve the contract with 1st Day School Supplies for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

**Fiscal Impact:** \$18,282.50 to be split by ADA

California Pacific Charter - Los Angeles (#1751)	\$8,212.50
California Pacific Charter - San Diego (#1758)	\$7,395.27
California Pacific Charter - Sonoma (#2037)	\$2,674.73

Moved by SPeterson

Seconded by TBAumgarten

Roll Call Vote:

	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
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Rickey Trombetta

X

Kelly Wylie

X

Dr. Shirley Peterson

X

Susan Calandra

X

Tom Baumgarten

X

*Motion carried unanimously, 3-0.*

### **12.6. (Action) Approval of Faculty Laptop Purchase**

It is recommended the Board approve the faculty Laptop purchase for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

**Fiscal Impact:** \$15,664.20 to be split by ADA

California Pacific Charter - Los Angeles (#1751)	\$6,140.37
California Pacific Charter - San Diego (#1758)	\$5,573.32
California Pacific Charter - Sonoma (#2037)	\$3,950.51

Moved by TBaumgarten	Seconded by SPeterson			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

### **12.7. (Action) Approval of Contract with R & B Communications (New)**

It is recommended the Board approve the contract with R & B Communications for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

**Fiscal Impact:** \$57,204.00 for Management Services and Setups to be split by ADA

California Pacific Charter - Los Angeles (#1751)	\$22,423.97
California Pacific Charter - San Diego (#1758)	\$20,353.18
California Pacific Charter - Sonoma (#2037)	\$14,426.85

\$125,000.00 to be split by actual usage. Usage is TBD.

Moved by SPeterson	Seconded by TBaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

### **12.8. (Action) Approval of Middlebury ELD Users (Renewal)**

It is recommended the Board approve the Middlebury ELD Users contract renewal for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

**Fiscal Impact:** \$8,000.00 to be split by ADA

California Pacific Charter - Los Angeles (#1751)	\$3,136.00
California Pacific Charter - San Diego (#1758)	\$2,846.40
California Pacific Charter - Sonoma (#2037)	\$2,017.60

Moved by SPeterson	Seconded by TBaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>

Rickey Trombetta	X	
Kelly Wylie		X
Dr. Shirley Peterson	X	
Susan Calandra		X
Tom Baumgarten	X	

*Motion carried unanimously, 3-0.*

**12.9. (Action) Approval of The Collaborative Charter Services Organization (CSO) Services Agreement Addendum - Executive Assistant**

It is recommended that the Board approve the CSO Services Agreement Addendum - Executive Assistant Services.

**Fiscal Impact:** \$15,687.13

Moved by Tbaumgarten	Seconded by SPeterson			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*

**13. EDUCATION/STUDENT SERVICES**

**13.1. (Action) Approval of 2021 LCAP Local Performance Indicator Self-Reflection**

It is recommended the Board approve the 2021 LCAP Local Performance Indicator Self-Reflection report for California Pacific Charter Schools.

- Local Performance Indicator Self-Reflection, Los Angeles (#1751)
- Local Performance Indicator Self-Reflection, San Diego (#1758)
- Local Performance Indicator Self-Reflection, Sonoma (#2037)

**Fiscal Impact:** None.

Moved by SPeterson	Seconded by Tbaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

*Motion carried unanimously, 3-0.*



**14. PERSONNEL SERVICES****14.1. (Action) Approval of Addendum to Employment Contract - Christine Feher, Executive Director**

It is recommended that the Board approve the Addendum to Employment Contract - Christine Feher, Executive Director.

**Fiscal Impact:** Annual salary for 2021-2022 will be \$151,191.36

Moved by SPeterson	Seconded by TBaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			

***Motion carried unanimously, 3-0.***

**15. CALENDAR**

The next scheduled meeting will be held virtually on August 10, 2021.

**16. BOARD COMMENTS**

The Board commended everyone for their contributions during this difficult year. They said the entire team had met many challenges, and they wanted everyone to know that they are honored to be a part of the CPCS Board. They welcomed Tom Baumgarten, and said they are looking forward to seeing what CPCS does in the future. Thank you.

**17. CEO COMMENTS**

The CEO echoes what the Board has shared and he gives a shout out to the CPCS team. He said Christine is top notch and she gets things done. He welcomed Tom Baumgarten and said he likes this year's CPCS theme, "riding the waves of change." He said we do have some changes and work ahead of us this coming year. Super job everyone!


**18. ADJOURNMENT**

The regular meeting of the Board of Directors adjourned at 7:04 p.m.

Moved by SPeterson	Seconded by TBaumgarten			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dr. Shirley Peterson	X			
Susan Calandra				X
Tom Baumgarten	X			


*Motion carried unanimously, 3-0.*

Signed:

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Kurt Madden  
Secretary, Governing Board

Signed:

DocuSigned by:  
  
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Dr. Shirley Peterson  
Clerk, Governing Board