

CALIFORNIA PACIFIC CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Minutes

Thursday, July 9, 2020
Regular Meeting Begins at 4:00 p.m.



1850 Peary Way, Livermore, CA 94550
129 Nolan Court, Forestville, CA 95436
362 West 25th Street, San Bernardino, CA 92405

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

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 918 3116 3996

Join URL: <https://zoom.us/j/91831163996>

1. CALL TO ORDER AND ROLL CALL

Time 4:02 p.m.

1.1. Roll Call

Rickey Trombetta	President - Present
Kelley Wylie	Vice President - Absent
Dale Marsden	Clerk - Present

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of July 9, 2020.

Motion by Rickey Trombetta, President to amend the agenda and remove:

Amend:

12.1 Approval of Employment Agreement and Lease Agreement for Gretchen Chamberlain, Director of Student Services

California Pacific Charter - SD (Warner #1758) \$144,024.15 total salary and benefits over a 12 month period. \$334,790.36 total salary and benefits for two year contract at 100% FTE

Remove & Table:

12.2 Approval of Lease Agreement for Kurt Madden, Chief Executive Officer, and Lori Hath, Executive Assistant

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

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

Time: 4:04 p.m.

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 regarding Potential Litigation:

There is significant exposure to litigation against the Agency pursuant to Government Code Section 54956.9(d)(2)

- a. 1 Matter

Public Employee Performance Evaluation Pursuant to Government Code 54957

- a. CEO SMART Goals and Self-Evaluation 2019-2020

6. RECONVENE REGULAR MEETING

Time: 4:25 p.m.

Rickey Trombetta, President reported out “no action was taken during the closed session.”

7. PLEDGE OF ALLEGIANCE

Led by: Dale Marsden

8. 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.

9. CORRESPONDENCE/PROPOSALS/REPORTS

9.1. Implications of AB77 and SB98 on School Budget

(Christine Feher, Executive Director wanted to comment, and have it noted for the record that AB77 is negatively impacting her schools.)

9.2. DMS Business Services Annual Evaluation Tool

9.3. CEO SMART Goals and Self-Evaluation 2019-2020

(Specific, Measurable, Attainable, Realistic, and Timebound)

9.4. Board SMART Goals for 2020-2021

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.

Consent Calendar - Board Meeting Minutes

10.1. Minutes of the Regular Board Meeting that was held on June 11, 2020

10.2. Minutes of the Regular Board Meeting that was held on June 18, 2020

Consent Calendar - Business/Financial Services

10.3. Check Register - June 2020

Consent Calendar - Education/Student Services

10.4. Approval of 2020-2021 English Learner Master Plan - California Pacific Charter Schools (Sonoma) #2037, (Warner) #1758, and (Acton-Agua Dulce) #1751

Consent Calendar - Personnel Services

10.5. Approval of Certificated Personnel Report

10.6. Approval of Classified Personnel Report

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

11. BUSINESS/FINANCIAL SERVICES

11.1a.(Action) Approval of Resolution Accepting Membership in The Collaborative Charter Services Organization (CSO)

It is recommended the Board approve the resolution accepting membership in The Collaborative Charter Services Organization (CSO), July 1, 2020 through June 30, 2021.

11.1b. The Collaborative CSO Administrative Support Services Agreement with Member Charter Schools.

11.1c. Attachment A: List of Services

11.1d. Attachment B: Service Fee Structure

Fiscal Impact: California Pacific Charter - Los Angeles (Acton-Agua Dulce #1751) \$161,273.70; California Pacific Charter - San Diego (Warner #1758) \$155,120.40, and California Pacific Charter - Sonoma (Guernville #2037) \$160,605.90

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

11.2. (Action) Approval of Purchase of Additional Laptops

It is recommended the Board approve the purchase of additional laptops for student use.

Fiscal Impact: California Pacific Charter - Los Angeles (#1751) \$11,230.00; California Pacific Charter - San Diego (#1758) \$10,112.50, and California Pacific Charter - Sonoma (#2037) \$3,657.50

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

11.3. (Action) Approval of DocuSign Contract

It is recommended the Board approve the DocuSign Contract for the school year 2020-2021.

Fiscal Impact: California Pacific Charter- Los Angeles (#1751) \$1,924.33; California Pacific Charter - San Diego (#1758) \$1,850.91, and California Pacific Charter - Sonoma (#2037) \$1,916.36

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

11.4. (Action) Approval of School Pathways Access Agreement

It is recommended the Board approve School Pathways Access Agreement, July 1, 2020 through June 30, 2021.

Fiscal Impact: California Pacific Charter- Los Angeles (#1751) Approximately \$27,048.00; California Pacific Charter - San Diego (#1758) Approximately \$26,016.00, and California Pacific Charter - Sonoma (#2037) Approximately \$26,936.00

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

12. PERSONNEL SERVICES

12.1. (Action) Approval of Employment Agreement and Lease Agreement for Gretchen Chamberlain, Director of Student Services

It is recommended that the Board approve the Employment and Lease Agreement effective July 1, 2020 through June 30, 2022.

Fiscal Impact: Initial cost of salary and benefits will be borne by CPC-SD, but reimbursed by The Collaborative on a monthly basis. California Pacific Charter - San Diego (Warner #1758) ~~\$144,024.15~~ - \$334,790.36

Amend:

*California Pacific Charter - SD (Warner #1758) \$144,024.15 total salary and benefits over
~~a 12 month period.~~—\$334,790.36 total salary and benefits for two year contract at 100% FTE*

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

12.2. (Action) Approval of Lease Agreement for Kurt Madden, Chief Executive Officer, and Lori Hath, Executive Assistant

It is recommended that the Board approve the Lease Agreement effective July 1, 2020 through June 30, 2022.

Fiscal Impact: California Pacific Charter - Los Angeles (Acton-Agua Dulce #1751) \$26,491.64; California Pacific Charter - San Diego (Warner #1758) \$25,480.86, and California Pacific Charter - Sonoma (Guernville #2037) \$26,381.94

Motion by Rickey Trombetta, President to amend the agenda and remove this item. Tabled to a future meeting date.

12.3. (Action) Approval of Lease Agreements for Dawn Zwibel, Executive Director and Jennifer Cook-York, Education Specialist

It is recommended that the Board approve the Lease Agreements for Dawn Zwibel for two school years, and Jennifer Cook-York for one school year.

Fiscal Impact: Dawn Zwibel total compensation for a two year contract will be \$267,288 at 80% FTE for 2020-2021, and 100% FTE for 2021-2022. Jennifer Cook-York total compensation for one year will be \$119,171.22 at 100% FTE.

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

13. POLICY DEVELOPMENT**13.1. (Action) Approval of Board Policies**

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.

Business/Non-Instructional

3100-CPCS Education Partner Code of Conduct (*New*)
 3105-CPCS Education Partner Risk Management Policy (*New*)
 3110-CPCS Education Partner Application/Pre-Approval (*New*)
 3115-CPCS General Terms and Conditions of The Purchase Order (*New*)
 3120-CPCS Name and Logo Use Policy (*New*)

Student Services

5010-CPCS Educational Records and Student Information Policy (*Revised*)
 5015-CPCS Title IX, harassment, Intimidation, Discrimination, and Bullying Policy
 5020-CPCS Comprehensive Self-Harm/Suicide Prevention Policy (*Revised*)
 5030-CPCS Immunization Policy
 5035-CPCS Student Freedom of Speech and Expression Policy
 5045-CPCS Acceptable Use Policy
 5110-CPCS Cell Phones, Smartphones, Pagers & Other Electronic Signaling Devices Policy (*New*)

Instruction

6010-CPCS Independent Study Policy
 6015-CPCS Comprehensive Sexual Health Education Policy
 6020-CPCS Education for Homeless Children and Youth Policy
 6025-CPCS Section 504 Policy (*New*)
 6030-CPCS Education for Foster and Mobile Youth Policy (*Revised*)
 6035-CPCS Mathematics Placement Policy
 6075-CPCS Special Education Certificate of Completion Policy

Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

14. CALENDAR

The next scheduled meeting will be held virtually on August 13, 2020.

15. BOARD COMMENTS

Board Member Dale Marsden said he is hearing a lot in the state from other folks struggling to transform their system into virtual systems. He said he feels we have a leg up on them if we continue

to push the envelope on the engagement of students. We are processing things well and there is a lot of uncertainty to process. This is going to be a roller coaster year and none of us know what we are headed for. The Board said they feel very confident because we are well organized, the leadership is in place and students will have a very good year. Good job to everyone on the team, and thank you for your diligence, hard work and paying attention to all the details, it really shows.

16. CEO COMMENTS

The CEO echoes everything the Board said. A big shout out to Christine and the entire staff to continue to work around the clock to keep the students first, this is really key. Acknowledging the uncertainties, he is very confident we will continue to do great work, have quality in our programs, and if we don't grow as much as we wanted to, that is okay because it is out of our control. Let's continue to be mindful of any good ideas we can share. Dana and I talk frequently and it is good to have that thought process with her. Super job today, also a big shout out to my team, Corrie, Lori, Kelly, and everyone who works behind the scenes who help to get this done. Thank you so much for all your great work and Gretchen a shout out to you.

17. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 5:15 p.m.


Moved by DMarsden Seconded by RTrombetta

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie				X
Dale Marsden	X			

Motion carried unanimously, 2-0.

Signed:

Signed:

DocuSigned by:

 Kurt Madden
 Secretary, Governing Board

DocuSigned by:

 Dale Marsden
 Clerk, Governing Board