

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

**Thursday, September 12, 2019
Regular Meeting Begins at 9:30 a.m.**



Agenda – Phone-In Meeting

Call In Number: 563-999-2090 Access Code: 576958

1. CALL TO ORDER AND ROLL CALL

Time 9:46 a.m.

1.1. Roll Call

William Hall	President - <i>Present</i>
Michael Humphrey	Vice President - <i>Present</i>
Susan Houle	Clerk - <i>Absent</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 September 12, 2019.

Moved by SFraire Seconded by MHumphrey

<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.

Moved by SFraire Seconded by MHumphrey

<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.

5. CLOSED SESSION

Time: 9:48 a.m.

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).

6. RECONVENE REGULAR MEETING

Time: 10:07 a.m.

No action was taken during closed session.

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 agendized or non-agendized items 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

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 Special Board Meeting that was held on August 2, 2019
- 10.2. Minutes of the Special Board Meeting that was held on August 5, 2019
- 10.3. Minutes of the Regular Board Meeting that was held on August 19, 2019
- 10.4. Approval of the SELPA Performance Indicator Review Report 2018-2019

Consent Calendar – Business/Financial Services

- 10.5. Approval of the Student & Parent Electronic Device Lease Agreement -
Excel Academy Charter School

Consent Calendar – Education/Student Services

- 10.6. Approval of the Acknowledgement of Alternate Course Selection Form -
Excel Academy Charter School

Consent Calendar – Personnel Services

- 10.7. Approval of Certificated Personnel Report
- 10.8. Approval of Classified Personnel Report
- 10.9. Job Descriptions

Moved by MHumphrey 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, 5-0.

11. BUSINESS/FINANCIAL SERVICES

11.1. Approval of the Amendment to Delta Managed Solutions, Inc. (DMS) Business Services Agreement, June 24, 2019

It is recommended the Board approve the amendment to Delta Managed Solutions, Inc. (DMS) Business Services Agreement, June 24, 2019.

Action
Enclosure

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, 5-0.

11.2. Approval of the New Administrative Office Lease – Excel Academy Charter School

It is recommended the Board approve the new Administrative Office Lease for office space at 1 Technology Drive, Bldg. I, Irvine, CA 92618.

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, 5-0.

11.3. Approval of the YUP Service Contract - Excel Academy Charter School

It is recommended the Board approve the YUP Service Contract through May 31, 2020.

Moved by SHoule Seconded by MHumphrey

<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, 5-0.

11.4. Approval of the Charter School Revolving Loan Fund Program Loan Agreement Number 19-15 – Excel Academy Charter School and Resolution Number 03-2019

It is recommended the Board approve the Charter School Revolving Loan Fund Program Loan Agreement Number 19-15 and Resolution Number 03-2019.

Moved by SFraire Seconded by MHumphrey

<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, 5-0.

12. POLICY DEVELOPMENT

12.1. Approval of the 2019-2020 CalPac Student/Parent Handbook Online

It is recommended the Board approve the 2019-2020 Student/Parent Handbook Online.

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, 5-0.

12.2. Approval of the 2019-2020 Excel Academy Charter School Student/Parent Handbook

It is recommended the Board approve the 2019-2020 Excel Academy Charter School Student/Parent Handbook.

Moved by MHumphrey 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, 5-0.

12.3. Approval of the 2019-2020 Excel Academy Charter School - High School Handbook

It is recommended the Board approve the 2019-2020 Excel Academy Charter School - High School Handbook Graduation Requirements.

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, 5-0.

12.4. Approval of the MOU between Helendale School District and Excel Academy Charter School

It is recommended the Board approve the Memorandum of Understanding (MOU) between Helendale School District and Excel Academy Charter School effective 7/1/2019 through 6/30/2024.

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, 5-0.

12.5. Approval of the Charter Schools’ 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.

Excel Academy Charter Schools Secondary Education Policies

- Repeated Courses Policy
- Transcripts from Non-Accredited Schools Policy

Excel Academy Charter Schools Education Services Policies

- Virtual Learning Period Meeting Policy
- Field Trip Policy

Excel Academy Charter Schools Operations Policies

- Vendor Risk Management Policy
- Charter School Name and Logo Use Policy
- Non-Teaching Staff Mileage Reimbursement Policy
- Teaching Staff Mileage Reimbursement Policy
- Children of Teachers Policy

Excel Academy Charter Schools Assessment & Accountability Policies

- Parent Proctoring Policy
- Local Assessment Policy

Moved by MHumphrey 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, 5-0.

14. CALENDAR

The next meeting will be virtual on October 10, 2019.

15. BOARD COMMENTS

The Board said the policies are great and it is so important that we have these items in place. They said they like that we are moving forward with the policies, and handbooks because this sure takes the debate out. The newsletter and the photos are very good too.

Keep up the good work. It is evident that you love what you do. Job well done.
Thank you.

16. CEO COMMENTS

The CEO thanked everyone and said he echo's everything the Board said.
Great things are happening at Excel and CalPac! Thank you everyone.

Action

17. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 10:49 a.m.


Moved by SFraire 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, 5-0.

Signed:

Signed:

DocuSigned by:

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 Kurt Madden
 Secretary, Governing Board

DocuSigned by:

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 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.

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