

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

**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>**

**MISSION STATEMENT**

Our mission is to honor students and stakeholders by providing ongoing support and servant leadership in a professional, cohesive, and collaborative manner. We will strengthen programs through collaboration, innovation, communication, and the sharing of resources.

**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Community Collaborative Virtual School at 760-494-9646.

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

Time \_\_\_\_\_ a.m.

1.1. Roll Call

William Hall	President
Michael Humphrey	Vice President
Susan Houle	Clerk
Steve Fraire	Member
David Franklin	Member

Action

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.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

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.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**5. CLOSED SESSION**

*Time:* \_\_\_\_\_

**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**

*Time:* \_\_\_\_\_

**7. PLEDGE OF ALLEGIANCE**

**Led by** \_\_\_\_\_

**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 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**

Discussion

**9.1.** Program Update

**9.2.** Board Member Contract - First Reading

Action

Enclosure

**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 - 8<sup>th</sup>-12<sup>th</sup> 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

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**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.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**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.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

Action  
Enclosure

Action  
Enclosure

Action  
Enclosure

**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.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**13. POLICY DEVELOPMENT**

Action  
Enclosure

**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

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**14. ORGANIZATIONAL STRUCTURE OF THE BOARD**

Action

**14.1. Acceptance of Resignations**

**14.2. Approval of New Board Members**

**14.3. Election of Board Member Positions**

1. President of the Board

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

2. Vice President of the Board

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

3. Clerk of the Board

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**15. CALENDAR**

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

**16. BOARD COMMENTS**

**17. CEO COMMENTS**

Action

**18. ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at \_\_\_\_a.m.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

FOR MORE INFORMATION

For more information concerning this agenda, please contact  
Community Collaborative Virtual School  
Telephone, 760-494-9646