

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

**Thursday, July 11, 2019  
Regular Meeting Begins at 2:45 p.m.**



**San Marcos Office  
4<sup>th</sup> Floor – Conference Room  
100 E. San Marcos Blvd., San Marcos, CA 92069**

**Agenda – Phone-In Meeting  
Call In Number: 563-999-2090 Access Code: 576958**

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

Time 3:35 p.m.

**1.1. Roll Call**

William Hall	President - <i>Present</i>
Michael Humphrey	Vice President - <i>Present</i>
Susan Houle	Clerk - <i>Present</i>
Steve Fraire	Member – <i>Present</i>
David Franklin	Member - <i>Absent</i>

**2. APPROVE/ADOPT AGENDA**

It is recommended that the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of July 11, 2019.

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.***

**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: 3:35 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-Anticipated Litigation**

Significant exposure to litigation pursuant to Government Code Section 54956.9(b).

**6. RECONVENE REGULAR MEETING**

*Time: 3:42 p.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 agenda items or non-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**

**9.1.** Program Update

**10. CONSENT CALENDAR**

Items listed under Consent Agenda 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 June 27, 2019

**10.2.** Performance Indicator Review Report 2018-2019

**Consent Calendar – Business/Financial Services**

**10.3.** Approval of Check Register: June 1 - 30, 2019

**10.4.** Approval of Enome Goalbook Contract 2019-2020 – Sage Oak

**10.5.** Approval of Chromebooks Donation – Sage Oak

**Consent Calendar – Personnel Services**

**10.6.** Approval of Certificated Personnel Report

**10.7.** Approval of Calendar Days for Director of Human Resources, Director of Special Education, Director of Student Services

**10.8.** Approval of Job Descriptions

Moved by MHumphrey 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.** It is recommended the Board approve the Resolutions with California STRS for the purpose of retirement for Certificated staff at Sage Oak Charter School - South (Warner) and Keppel Partnership Academy (Keppel).

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.*

**12. POLICY DEVELOPMENT**

**12.1.** It is recommended the Board approve the Memorandum of Understanding (MOU) between Warner Unified School District and Community Collaborative Virtual School operating the California Pacific Charter School.

Moved by MHumphrey 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. Board Policy 3100 Vendor Code of Conduct – Vendor Application**

It is recommended the Board approve the proposed Vendor Code of Conduct Policy. This new policy will replace the current policy.

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.*

**13. CALENDAR**

The next scheduled meeting will be virtual on August ~~15~~, 19, 2019.

**14. BOARD COMMENTS**

The Board said they love hearing that Sage Oak has a 77% reading and parent involvement. The policies being put in place with looking at how we have grown will keep everyone safe. Thank you everyone for your commitment and for organizing this day to run smoothly. It’s been a great day and Tess is such a great addition and is always here. Fantastic presentation by the OT’s today. Thank you.

**15. CEO COMMENTS**

The CEO said we know it’s a lot of hard work for all of schools. Our Sage Oak Graduation rate is 99%. He recently talked to a parent who is looking for a Charter School and her daughter watched the webinar on Sage Oak and loved it. Thank you everyone.

**16. ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at 3:53 p.m.

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.***

Signed:

Signed:

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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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