

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

**Thursday, March 5, 2020
Regular Meeting Begins at 11:45 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: 171 993 804

Join URL: <https://zoom.us/j/171993804>

1. CALL TO ORDER AND ROLL CALL

Time 11:55 a.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>Present</i>

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of March 5, 2020.

Moved by MHumphrey 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, 5-0.

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, 5-0.

5. CLOSED SESSION

Time: 11:56 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). Number of Potential Cases: 2

6. RECONVENE REGULAR MEETING

Time: 12:00 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 item or non-agenda item 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 Regular Board Meeting that was held on February 6, 2020

10.2. Check Voucher - Community Collaborative Virtual School

Consent Calendar - Business/Financial Services

10.3. Approval of Nepris Annual Subscription - Renewal 2020-2021 School Year - Community Collaborative Charter School #1751

10.4. Approval of Agreement for Student Meal Services - River Springs Charter School, 4/13/20 through 6/30/20 - Community Collaborative Charter School #1751

Consent Calendar - Education/Student Services

10.5. Approval of 2020-2021 School Year Calendars Track A, Track C, Track D Sage Oak Charter Schools #2051, #1885 and #1886

10.6. Approval of Comprehensive School Safety Plan (CSSP) - Community Collaborative Charter School #1751 and Excel Academy Charter School, and its program Excel Academy Charter School

10.7. Reportable Restraint Definition and Procedure for CALPADS - Sage Oak Charter Schools #2051, #1885 and #1886

Consent Calendar - Personnel Services

10.8. Approval of Certificated Personnel Report

10.9. Approval of Classified Personnel Report

10.10. Approval of 2020-2021 Classified Employee Work Year Calendar

Moved by DFranklin 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, 5-0.

11. BUSINESS/FINANCIAL SERVICES

11.1. Approval of the Formation of a Charter Services Organization (CSO)

It is recommended the Board approve the formation of a Charter Services Organization (CSO).

Moved by MHumphrey 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, 5-0.

11.2. Approval of the Second Interim Financial Report

It is recommended the Board approve the Second Interim Financial Report for Community Collaborative Virtual-Sage Oak Charter School #1885 (Helendale), Sage Oak Charter School-South #2051 (Warner), Community Collaborative Virtual-Keppel Partnership Academy #1886 (Keppel), and California Pacific Charter Schools #1758 (Warner), for the 2019-2020 school year.

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.

11.3. Approval to Engage and Consider a Consulting Agreement with Capitol Advisors Group, LLC

The Board will consider a Consulting Agreement with Capitol Advisors Group, LLC commencing on 3/1/20 through 8/31/20.

Moved by MHumphrey 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, 5-0.

11.4. Approval of Special Education Testing Materials - Community Collaborative Charter School #1751 #1758

It is recommended the Board approve the Special Education testing materials.

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.

11.5. Approval of the Material Revision to the Charter School Petition - Sage Oak Charter School-South #2051 for Submission to Warner Unified School District

It is recommended the Board approve the material revision to the Charter School Petition for submission to Warner Unified School District. The term of the petition will be 7/1/19 through 6/30/24.

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.

11.6. Approval of the Petition for Renewal Authorization - Sage Oak Charter School - Keppel Partnership Academy #1886

It is recommended the Board approve the Petition for Renewal Authorization for submission to Keppel Union School District, dated April 2, 2020.

Moved by MHumphrey 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, 5-0.

11.7. Approval of Keppel TK-8th Track A Budget Amendment - Sage Oak Charter School - Keppel Partnership Academy #1886

It is recommended the Board approve the Keppel TK-8th Track A budget Amendment.

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. POLICY DEVELOPMENT

12.1. 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.

Personnel Services

4011-CCVS Equal Employment Opportunity Policy

4031-CCVS Prohibiting Unlawful Harassment, Discrimination, and Retaliation Policy

4060-CCVS Remote Work Policy

4064-CPCS Mileage Reimbursement Policy

Sage Oak Charter Schools Operations Policy

5039-SO Children of Teachers Policy

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 Sage Oak Charter Schools Parent and Student Handbook

It is recommended the Board approve the 2019-2020 Sage Oak Charter Schools Parent and Student Handbook.

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.

13. CALENDAR

The next scheduled meeting will be held virtually on April 16, 2020.

14. BOARD COMMENTS

The Board said they are proud to be a part of this organization. We are staying on top of things, and the services we are providing are serving us well and they are cost effective too. It is nice to know we are fiscally healthy, and to hear things are going well. Good things are on the horizon due to planning. The work the staff is doing shows through their presentation with high integrity. Thank you for keeping us informed and thank you to Kurt for being such a great leader.

15. CEO COMMENTS

The CEO said ditto to everything the Board of Directors said. For the record, he wants to go back to Item 11.1 Formation of the CSO, we will be kicking this off on July 1st with a startup fee of \$5,000 per nonprofit. We will look at the service fee monthly, and this will be determined depending upon the level of resources needed. I talk to Krista almost daily at Sage Oak and their enrollment has been open for about 2-3 weeks and there are 200 new students enrolled for next year. This brings their enrollment up to 3400 students, this is great growth due to their reputation. Sage Oak is on fire! It is nice to have them in our organization. Job well done. Thank you.

16. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 12:38 p.m.

Moved by SHowle 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.

Signed:

Signed:

Kurt Madden
Secretary, Governing Board

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.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting of the District's governing board, please contact the School at 760-494-9646. Notification 72 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the School shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.