

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

Minutes

**Thursday, June 18, 2020
Regular Meeting Begins at 9:30 a.m.**



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

Sage Oak Charter School
1473 Ford St., #105, Redlands, CA 92373

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 964 9458 2693

Join URL: <https://zoom.us/j/96494582693>

1. CALL TO ORDER AND ROLL CALL

Time 10:08 a.m.

1.1. Roll Call

William Hall	President - Present
Michael Humphrey	Vice President - Present
Susan Houle	Clerk - Present
Steve Fraire	Member - Present

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of June 18, 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			

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 (*No Closed Session*)

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

5. CLOSED SESSION

The Board will consider and may act on any of the following items in closed session; any action taken in closed session will be reported in open session as required by law.

A. Personnel Matters (as per Government Code section 54957)

B. Legal Matters (as per Government Code section 54956)

6. RECONVENE REGULAR MEETING

7. PLEDGE OF ALLEGIANCE

Led by: William Hall

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 Presentation of Safe Reopen Plan for the Office

(Presented by: Candice Coffey, Sage Oak)

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 - Business/Financial Services

- 10.1.** Approval of Special Education Master Contract for Vendor Services 2020-2021
- 10.2.** Approval of Sonoma County Charter SELPA 2020-2021 Local Plan Section B: Governance and Administration
- 10.3.** Approval of 2020-2021 Community Provider (CP) and/or Education Material Resource Provider (EMRP) Agreement - Sage Oak Charter Schools (Warner) #2051, (Helendale) #1885, and (Keppel) #1886
- 10.4.** Approval of Website Evaluation Criteria - Sage Oak Charter Schools (Warner) #2051, (Helendale) #1885, and (Keppel) #1886 (BUS)

Consent Calendar - Education/Student Services

- 10.5.** Approval of 2019-2020 School Plan for Student Achievement (SPSA) - Keppel Partnership Academy Charter School (Keppel) #1886
- 10.6.** Approval of 2019-2020 School Plan for Student Achievement (SPSA) - Sage Oak Charter School-South (Warner) #2051
- 10.7.** Approval of 2019-2020 School Plan for Student Achievement (SPSA) - Sage Oak Charter School (Helendale) #1885

Consent Calendar - Personnel Services

- 10.8.** Approval of Certificated Personnel Report
- 10.9.** Approval of Classified Personnel Report
- 10.10.** Approval of Professional Recruitment and Retention Salary Supplement for 2020-2021

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			

Motion carried unanimously, 4-0.

11. BUSINESS/FINANCIAL SERVICES

11.1. Budget Adoption 2020-2021

It is recommended the Board adopt the budget for Community Collaborative Virtual School for the 2020-2021 school year.

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			

Motion carried unanimously, 4-0.

11.2. Approval of Resolution Entitled “Governing Board Resolution Approving Correction and Adjustment to Allocation of Certain Payables and Receivables” Community Collaborative Virtual School

It is recommended the Board approve the Resolution approving correction and adjustment to allocation of certain payables and receivables.

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			

Motion carried unanimously, 4-0.

11.3. Approval of Resolution Entitled “The Board of Directors of Sage Oak Charter Schools Approving the Transfer of Operation of California Pacific Charter School - San Diego #1758”

It is recommended the Board approve the Resolution of the Board of Directors of Sage Oak Charter Schools approving the transfer of operations of California Pacific Charter School - San Diego.

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

Motion carried unanimously, 4-0.

11.4. Ratification of Document Tracking Services (DTS) Licensing Agreement - Community Collaborative Virtual School

It is recommended the Board ratify the Document Tracking Services (DTS) Licensing Agreement effective February 1, 2020.

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			

Motion carried unanimously, 4-0.

12. EDUCATION/STUDENT SERVICES

12.1. Approval of COVID-19 Operations Written Reports - Sage Oak Charter Schools

It is recommended the Board approve the COVID-19 Operations Written Reports.

- Sage Oak Charter School (Keppel) #1886
- Sage Oak Charter School-South (Warner) #2051
- Sage Oak Charter School (Helendale) #1885

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			

Motion carried unanimously, 4-0.

12.2. Approval of COVID-19 Operations Written Report - California Pacific Charter School-San Diego (Warner) #1758

It is recommended the Board approve the COVID-19 Operations Written Report.

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			

Motion carried unanimously, 4-0.

13. POLICY DEVELOPMENT

13.1. 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.

Business/Non-Instructional

3100-SO Community Provider Code of Conduct

3115-SO General Terms and Conditions of the Purchase Order

3120-SO Name and Logo Use Policy

Personnel Services

4145-SO Administrative Professional Development Reimbursement and Stipend Policy

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			

Motion carried unanimously, 4-0.

14. CALENDAR

The next scheduled meeting will be held virtually on July 9, 2020.

15. BOARD COMMENTS

The Board said they can't say it enough on how very fortunate we are that we are able to move forward, almost as if COVID-19 didn't exist. This makes us feel sorry for everyone else. This also means we have great leadership within our organization. Thank you everyone for the great reports, the team approach we do here shows how we are all on the same page and we are ahead of it. There are so many folks doing the heavy lifting behind the scenes. This really demonstrates the quality of people we have because this would not go, or show if it wasn't the work of the behind the scenes by everyone, thank you so much!

16. CEO COMMENTS

The CEO commented on how we finish strong, and shared how he is looking forward to presenting the DMS evaluation tool next month. He said we met with legal counsel and ACSA, via a phone call for about an hour to help them get a better understanding of our organization, and came apparent that there has been a big gap, presenting this information to them was very good. Thank you everyone.

17. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 10:50 a.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			

Motion carried unanimously, 4-0.

Signed:

Signed:

Kurt Madden
Secretary, Governing Board

Susan Houle
Clerk, Governing Board