

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

**Wednesday, November 13, 2019  
Regular Meeting Begins at 2:45 p.m.**



Community  
Collaborative  
VIRTUAL SCHOOL

**Cape Rey Carlsbad Beach  
1 Ponto Road - Carlsbad, CA 92011  
Phone (760) 602-0800**

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

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

Time 3:49 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>Present</i>

**1.2. Acceptance of Resignations**

**1.3. Approval of New Board Members**

**1.4. Election of Officers**

**2. APPROVE/ADOPT AGENDA**

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of November 13, 2019.

***Motion by William Hall, President to reorder the agenda and remove:  
Item 1.2 Acceptance of Resignations***

***Item 1.3 Approval of New Board Members, and  
Item 1.4 Election of Officers***

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.***

**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 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.***

**5. CLOSED SESSION**

*Time: 3:50 p.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: 3:58 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 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 Updates

**9.2.** CEO SMART Goals 2019-2020

**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 October 10, 2019

**10.2.** Minutes of the Special Board Meeting that was held on October 30, 2019

**Consent Calendar - Business/Financial Services**

**10.3.** Approval of the Excel Academy Charter High School Sacramento Educational Field Trip Tour Agreement - 3/10/20 to 3/12/20

**10.4.** Approval of School Accountability Report Card Services Agreement (SARC) - Sage Oak Charter School-South #2051

**10.5.** Approval of School Accountability Report Card Services Agreement (SARC) - California Pacific Charter School #1758

**10.6** Approval of CalPac DocuSign Contract Extension - 10/1/19 to 6/30/20

**Consent Calendar – Education/Student Services**

**10.7.** Approval of the Academic Dishonesty Incident Report Form - Sage Oak Charter Schools

**10.8.** Approval of the Suicide Intervention / Self-Harm Plan & Release Form -

Sage Oak Charter Schools

**Consent Calendar - Personnel Services**

**10.9.** Approval of Certificated Personnel Report

**10.10.** Approval of Classified Personnel Report

**10.11.** 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, 5-0.*

**11. BUSINESS/FINANCIAL SERVICES**

**11.1. Approval of Staff Attendance at Charter Business Officers (CBO) Training provided by Charter Schools Development Center (CSDC)**

It is recommended the Board approve the Charter Business Officers (CBO) training for charter school leaders directly connected with fiscal management responsibilities.

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.*

**11.2. Approval of Franklin Covey Leadership 2-Day Training - CalPac**

It is recommended the Board approve the Franklin Covey Leadership 2-day training contract for CalPac Department Chairs.

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.*

**11.3. Approval of CalPac Office Furniture**

It is recommended the Board approve the office furniture for CalPac.

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.*

**11.4. Approval of Resource Sharing Agreement**

It is recommended the Board approve the Resource Sharing Agreement.

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.*

**12. POLICY DEVELOPMENT**

**12.1. Approval of Excel Academy Charter School Policy**

It is recommended the Board approve the proposed policy. This policy will

replace the current policy and will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

**Student Services Policies**

5301-EA Independent Educational Evaluation 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			
David Franklin	X			

*Motion carried unanimously, 5-0.*

**13. CALENDAR**

The next scheduled meeting will be in person on December 5, 2019, at the Double Tree San Diego - Hotel Circle.

**14. BOARD COMMENTS**

The Board said they enjoy the in person face-to-face meetings and reports with everyone. They thanked the CEO for his SMART goals, and everyone for their perspectives. It's a big school and a great program. Thanks to Corrie and Lori for the work you do for us. Keep up the great work.

**15. CEO COMMENTS**

The CEO said kudos to everyone and especially to Krista Woodgrift at Sage Oak for her leadership. They are always working being the scenes and trying new things. Happy Thanksgiving to everyone.

**16. ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at 4:15 p.m.

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, 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.*

