

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

**Thursday, March 7, 2019
Regular Meeting Begins at 9:45 a.m.**



**Cape Rey Carlsbad Beach
1 Ponto Road - Carlsbad, CA 92011**

Call In Number: 712-775-7031 Access Code: 543576

277 Boyd Road, Pleasant Hill, CA 94523 619-871-1771

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 Charter 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 March 7, 2019.

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.

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 54957)

B. Legal Matters (as per Government Code 54956)

6. RECONVENE REGULAR MEETING

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 agendized or non-agendized 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.

Discussion

9. CORRESPONDENCE/PROPOSALS/REPORTS

- 9.1. Program Update**
- 9.2. Board Evaluation**
- 9.3. CEO Evaluation**

Action

Enclosure

10. CONSENT AGENDA

- 10.1. Minutes of the Special Board Meeting that was held on January 30, 2019**
- 10.2 Minutes of the Regular Board Meeting that was held on February 7, 2019**
- 10.3. Check Register: February 1-28, 2019**
- 10.4. Annual Approval of Comprehensive School Safety Plan**
- 10.5. Sage Oak Comprehensive School Safety Plan**
- 10.6. Sage Oak Policy for Self-Administration of Medication at School**
- 10.7. Job Descriptions: CalPac Track A, Enrollment/Office Clerk and Student Services Coordinator**

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Action

Enclosure

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

11. PERSONNEL SERVICES

11.1. Approval of the Certificated Personnel Report

It is recommended the Board approve the following certificated personnel items.

EMPLOYMENT

Program	ID #	Position	Fiscal Impact	Effective Date
Sage Oak	A0I2	Track A Case Manager	\$37/hour for time worked, \$12/hour for drive time	05/20/2019
Sage Oak	A0BZ	Track A Case Manager	\$37/hour for time worked, \$12/hour for drive time	05/20/2019
Sage Oak	A0BW	Track A Case Manager	\$37/hour for time worked, \$12/hour for drive time	05/20/2019
Sage Oak	A0IS	Track A Compliance Coordinator	\$4,880 stipend	05/20/2019

Sage Oak	A01J	Track A Compliance Coordinator	\$4,880 stipend	05/20/2019
Sage Oak	A00Q	Track A PO Approver	\$1,200 stipend	05/20/2019

CHANGE IN RELATIONSHIP

Program	ID #	From	To	Fiscal Impact	Effective Date
CalPac	A0LJ	Online Teacher 0.5 FTE	Online Teacher 1.0 FTE (Cover Employee LOA)	Increase of \$27,994	03/04/2019-06/30/2019
Excel	A0L7	TOR 0.5 FTE	TOR 0.75 FTE	Increase of \$6,560	03/01/2019
Excel	A0B9	TOR 0.75 FTE	TOR 1.0 FTE	\$12,100	03/01/2019

POSITIONS – TRACK A

Program	Position	Fiscal Impact	Effective Date
Sage Oak	Track A Teacher (75)	\$300 per student. Plus \$32 for one hour training \$564,900 Estimated Cost	05/20/2019
Sage Oak	Track A Case Manager (4)	\$37/hour for time worked. \$12/hour for drive time \$78,880 Estimated Cost	05/20/2019
Sage Oak	Track A Compliance Coordinator (2)	\$4,880 stipend	05/20/2019
Sage Oak	Track A PO Approver	\$1,200 stipend	05/20/2019
CalPac	Track A Online Teacher (50)	\$37/hour 320 hours \$592,000 Estimated Cost	06/10/2019
CalPac	Track A Lead Online Teacher (7)	\$45/hour 360 hours \$113,400 Estimated Cost	06/10/2019
CalPac	Track A Online Education Specialist (5)	\$37/hour	06/10/2019

		320 hours \$59,200 Estimated Cost	
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Roll Call Vote:

William Hall
Michael Humphrey
Susan Houle
Steve Fraire
David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

11.2. Approval of the Classified Personnel Report

It is recommended the Board approve the following classified personnel items.

Action
Enclosure

POSITIONS – TRACK A

Program	Position	Fiscal Impact	Effective Date
CalPac	Track A Temporary Clerk (6)	\$16 - \$18/hour 240 hours \$25,920 Estimated Cost	04/29/2019

Roll Call Vote:

William Hall
Michael Humphrey
Susan Houle
Steve Fraire
David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

11.3. Approval of Additional Staff Hours for Elementary Course Development

It is recommended the Board approve additional staff hours at a rate of \$32.00 per hour, not to exceed 60 hours to develop CalPac K-5 curriculum for the 2019-20 school year.

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 Second Interim Financial Report

It is recommended the Board approve the Second Interim Financial Report for the 2018-19 school year.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

12.2. Approval of Click Consulting 2019-20 Technical Support Agreement

It is recommended the Board approve the Click Consulting 2019-20 Technical Support Agreement. Click Consulting has provided technical support to CalPac students, teachers, and staff for over five years. They purchase, prepare, ship and keep inventory. They also provide technical support to help students with login support, password recovery, and computer troubleshooting.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

12.3. Approval of YUP Tutoring Service Contract – School Year

It is recommended the Board approve YUP tutoring. This provides on demand math tutoring by credentialed teachers 24/7. Students often lack the foundational skills necessary to complete their math work, and this app allows students to receive targeted support to reteach skills to access grade level curriculum.

Action
Enclosure

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

12.4. Approval of the AVID Annual Agreement

It is recommended the Board approve the AVID annual agreement. CalPac uses AVID strategies schoolwide and has been an AVID certified school for several years. These fees allow staff to use the AVID name, promote college and career readiness, and serve students in CalPac, Excel, and Sage Oak in support of the schoolwide plan, LCAP, and WASC reports.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

12.5. Approval of FEV Tutoring Contract – Excel Academy

It is recommended that Board approve the FEV Tutoring Contract. Excel Academy would like to continue closing achievement gaps for underperforming students by piloting an online tutoring program that offers both scheduled targeted sessions and 24/7 on-demand homework help. This program will be offered to 50 students performing below grade level in mathematics and will track student usage data and performance.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

12.6. Approval of Office Furniture and Equipment – Sage Oak

It is recommended that Board approve the quote for office furniture and equipment. Sage Oak has grown from approximately 1,200 students in the first year to almost 2,600 this year, and the staff has grown proportionality. Sage Oak expanded their office space which created a need to purchase additional furnishings for the office plan to purchase desks, chairs, storage, room dividers, conference table, projector, sound system, screen, and a copy machine.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

12.7. Approval of the Annual Professional Development

It is recommended the Board approve a 2.5 day professional development retreat for certificated and classified staff to engage in team building activities and prepare for the theme “The Growth Mindset” for the upcoming 2019-20 school year.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

13. CALENDAR

The next scheduled meeting will be on April 11, 2019.

14. BOARD COMMENTS

15. CEO COMMENTS

16. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at _____a.m.

Action

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 Charter School

Telephone, 760-494-9646