

**California Pacific Charter Schools
Regular Meeting of the Board of Directors
Minutes**

**Thursday, January 16, 2020
Regular Meeting Begins at 4:00 p.m.**



100 East San Marcos Blvd., Suite 350, San Marcos, CA 92069
39251 Camino Las Hoyas, Indio, CA 92203 619-733-8615
277 Boyd Road, Pleasant Hill, CA 94523 619-871-1771
1850 Peary Way, Livermore, CA 94550 805-657-0606

North Vallejo Community Center - Craft Room
1121 Whitney Avenue, Vallejo, CA 94589

Guerneville School District
14630 Armstrong Woods Road, Guerneville, CA 95446

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 554-219-330

Join URL: <https://zoom.us/j/554219330>

1. CALL TO ORDER AND ROLL CALL

Time 4:05 p.m.

1.1. Roll Call

David Franklin

President - Present

Kelly Wylie

Vice President - Absent

Steve Fraire

Clerk - Present

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of January 16, 2020.

Motion by David Franklin, President to amend the agenda and remove:

Item 4. Adjourn to Closed Session

Item 5. Closed Session

Moved by SFraire

Seconded by DFranklin

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie				X
Steve Fraire	X			

Motion carried unanimously, 2-0.

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.

5. CLOSED SESSION

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

7. PLEDGE OF ALLEGIANCE

Led by: David Franklin

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

9.2. Board Member Contract - First Reading

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 December 5, 2019

10.2. Check Voucher

Consent Calendar - Business/Financial Services

10.3. Approval of Installation of Cabling and Data Wiring - CalPac

Consent Calendar - Personnel Services

10.4. Approval of Certificated Personnel Report

10.5. Approval of Professional Learning Community (PLC) Facilitator Stipend - CalPac

10.6. Approval of Completion of Mandatory Staff Training

10.7. Approval of Job Descriptions

Moved by SFraire

Seconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie	X			
Steve Fraire	X			

Motion carried unanimously, 3-0.

11. BUSINESS/FINANCIAL SERVICES

11.1. Approval of Renewal DocuSign Service Agreement - The Collaborative

It is recommended the Board approve the renewal of the service agreement with DocuSign for the period of 12/21/19 through 12/20/20.

Moved by SFraire

Seconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie	X			
Steve Fraire	X			

Motion carried unanimously, 3-0.

11.2. Approval of Testing Supplies

It is recommended the Board approve the testing supplies for NorCal testing (CAASPP and ELPAC).

Moved by SFraire Seconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie	X			
Steve Fraire	X			

Motion carried unanimously, 3-0.

12. POLICY DEVELOPMENT

12.1. Approval of Board Policies - Personnel Series

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

- 4033-CPCS Meal Period and Rest Break Policy
- 4034-CPCS Lactation Accommodation Policy
- 4040-CPCS Drug, Alcohol, and Smoke-Free Workplace Policy
- 4041-CPCS Acceptable Use of Technology Policy
- 4050-CPCS Payroll Withholdings Policy
- 4051-CPCS COBRA Benefits Policy

Moved by SFraire Seconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie	X			
Steve Fraire	X			

Motion carried unanimously, 3-0.

13. ORGANIZATIONAL STRUCTURE OF THE BOARD

13.1. Election of Board Member Positions

1. President of the Board – Nomination: David Franklin

Moved by KWylie Seconded by SFraire

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie	X			
Steve Fraire	X			

Motion carried unanimously, 3-0.

2. Vice President of the Board – Nomination: Kelly Wylie

Moved by SFraire Seconded by DFranklin

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie	X			
Steve Fraire	X			

Motion carried unanimously, 3-0.

3. Clerk of the Board – Nomination: Steve Fraire

Moved by KWylie Seconded by DFranklin

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie	X			
Steve Fraire	X			

Motion carried unanimously, 3-0.

14. CALENDAR

The next scheduled meeting will be held virtually on February 6, 2020.

15. BOARD COMMENTS

The Board thanked the entire team for doing great work and for keeping them informed. They said the Chamber of Commerce is a big nugget, and to get that area is really important. They also thanked Dana Pedersen for her support. Board Member Kelly Wylie apologized for being late to the meeting. Thank you everyone.

16. CEO COMMENTS

The CEO echo’s everything the Board Members said. He gave a shout out to Erin for working in the area, she is always there to put out fires. The Chamber of Commerce is important in small communities, we can benefit from this connection. Our growth is stable and good. It’s hard to believe we are going into the second half of the year. Thank you everyone.

17. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 4:42 p.m.

Moved by SFraire Seconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
David Franklin	X			
Kelly Wylie	X			
Steve Fraire	X			

Motion carried unanimously, 3-0.

Signed:

Signed:

Kurt Madden
Secretary, Governing Board

Steve Fraire
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.