

CALIFORNIA PACIFIC CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Minutes

Thursday, December 3, 2020
Regular Meeting Begins at 5:15 p.m.



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CALIFORNIA PACIFIC CHARTER SCHOOLS

1850 Peary Way, Livermore, CA 94550
129 Nolan Court, Forestville, CA 95436
362 West 25th Street, San Bernardino, CA 92405
311 Dolphin Isle, Foster City, CA 94404
4820 Renovo Way, San Diego, CA 91124

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

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 974 3859 6806

Join URL: <https://zoom.us/j/97438596806>

1. CALL TO ORDER AND ROLL CALL

Time 5:15 p.m.

1.1. Roll Call

Rickey Trombetta	President - <i>Present</i>
Kelly Wylie	Vice President - <i>Present</i>
Dr. Dale Marsden	Clerk - <i>Present</i>
Susan Calandra	Member - <i>Absent</i>
Dr. Shirley Peterson	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 December 3, 2020.

Moved by DMarsden Seconded by SPeterson

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie	X			
Dr. Dale Marsden	X			
Susan Calandra				X
Dr. Shirley Peterson	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

Time: 5:17 p.m.

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

Moved by DMarsden Seconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie	X			
Dr. Dale Marsden	X			
Susan Calandra				X
Dr. Shirley Peterson	X			

Motion carried unanimously, 4-0.

5. CLOSED SESSION

Conference with Legal Counsel regarding Potential Litigation: 2 matters

There is significant exposure to litigation against the Agency pursuant to Government Code Section 54956.9(d)(2).

6. RECONVENE REGULAR MEETING

Time: 5:27 p.m.

Dr. Dale Marsden, Clerk reported out "no action was taken during the closed session."

7. PLEDGE OF ALLEGIANCE

Led by: Shirley Peterson

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. School Highlights - Presented by Christine Feher, Executive Director

9.2. 2020-21 Board Meeting Calendar Discussion - *Presented by Kurt Madden, CEO*
Rickey is available on a Tues. or Wed., Kelly is available on a Tues. or Thurs., with a start time between 4:30-5:00 p.m., Shirley is available on a Tues. or Wed., with start time at 4:00 p.m., Dale is available on a Tues. or Wed., with a start time of 4:00 p.m.

Kurt Madden, CEO proposed the meeting day for the rest of the school year will be on a Tuesday starting on January 12, 2021. CPCS Board will revisit the calendar in the Spring to see how Tuesday's are working. The calendar will be placed on the January agenda for approval.

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 - Board Meeting Minutes

10.1. Minutes of the Regular Board Meeting that was held on November 12, 2020

Consent Calendar - Business/Financial Services

10.2. Check Register - November 2020

10.3. Approval of Solve Care Subscription

Consent Calendar - Personnel Services

10.4. Approval of Certificated Personnel Report

10.5. Approval of Classified Personnel Report

10.6. Approval of Employee Handbook Revisions, effective January 1, 2021

10.7. Approval of Job Descriptions

Consent Calendar - Policy Development

10.8. Approval of existing board policies reviewed and revised by staff for the 2020-21 school year.

Board Policy: Revised

4165-CPCS Employee Driving Policy

Moved by KWylieSeconded by SPeterson

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie	X			
Dr. Dale Marsden	X			
Susan Calandra				X
Dr. Shirley Peterson	X			

*Motion carried unanimously, 4-0.***11. BUSINESS/FINANCIAL SERVICES****11.1. (Action) Approval of First Interim Financial Report and LCFF Budget Overview for Parents**

It is recommended the Board approve the First Interim Financial Reports for California Pacific Charter Schools - Sonoma (#2037), Warner (#1758), and Los Angeles (#1751) for the 2020-2021 school year.

11.1a. 2020-21 First Interim Budget

Presented by Karl Yoder, Interim Finance Lead, Delta Managed Solutions (DMS) and Christine Feher, Executive Director

11.1b. 2020-21 LCFF Budget Overview for Parents

Presented by Karl Yoder, Interim Finance Lead, Delta Managed Solutions (DMS) and Christine Feher, Executive Director

Moved by DMarsdenSeconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie	X			
Dr. Dale Marsden	X			
Susan Calandra				X
Dr. Shirley Peterson	X			

*Motion carried unanimously, 4-0.***11.2. (Action) Approval of the Charter School Advisory Services Agreement**

It is recommended the Board approve the Charter School Advisory Services Agreement between California Pacific Charter Schools and Key Charter Advisors, Inc. (KCA) beginning November 1, 2020 and ending on June 30, 2022.

Estimated Cost: \$2,000/month
\$14,000 for the remainder of the 2020-2021 school year

California Pacific Charter - Los Angeles (#1751) \$4,733.40
California Pacific Charter - San Diego (#1758) \$4,552.80
California Pacific Charter - Sonoma (#2037) \$4,713.80

Moved by DMarsden Seconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie	X			
Dr. Dale Marsden	X			
Susan Calandra				X
Dr. Shirley Peterson				X (<i>internet connection problem</i>)

Motion carried unanimously, 3-0.

12. PERSONNEL SERVICES

12.1. (Action) Approval of Participation in California School and Employee Fund for Unemployment Insurance Benefit

It is recommended the Board approve two Resolutions presented to participate in the California School Employees Fund (SEF), and the State Disability Insurance Fund (SDI).

12.1a. Participation in State Disability Insurance (SDI)

12.1b. Participation in the California School Employees Fund (SEF)
for Unemployment Insurance Benefits

Moved by DMarsden Seconded by KWylie

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie	X			
Dr. Dale Marsden	X			
Susan Calandra				X
Dr. Shirley Peterson	X			

Motion carried unanimously, 4-0.

12.2. (Action) Approval of CPCS Salary Schedule - Substitute Teacher

It is recommended the Board approve the CPCS Salary Schedule - Substitute Teacher.

Moved by KWylie

Seconded by DMarsden

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie	X			
Dr. Dale Marsden	X			
Susan Calandra				X
Dr. Shirley Peterson	X			

Motion carried unanimously, 4-0.

13. CALENDAR

The next scheduled meeting will be held virtually on *Tuesday, January ~~14~~, 12, 2021, at 4:30 p.m.*

14. BOARD COMMENTS

The Board expressed their appreciation to everyone, and said everyone is doing an amazing job. Shirley wanted to thank Kurt, Lori, and Christine for all their support while trying to get her feet grounded. The Board also said we are running a tight ship by being responsible and responsive. “Keep up the good work, and morale because we really do appreciate all the work everyone is doing.” Thank you.

15. CEO COMMENTS

The CEO said “happy holidays” to everyone and then said as he continues to work with the CPCS staff, the thing that stands out for him is the chemistry, great communication and everyone working as a team “this is awesome.” He said that Christine has done a tremendous job with her finances, having great communication working with students and families. He told her she is going to need that mission and vision in 2020-21, super job! Thank you.

16. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 6:13 p.m.

Moved by DMarsden

Seconded by SPeterson

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rickey Trombetta	X			
Kelly Wylie	X			
Dr. Dale Marsden	X			
Susan Calandra				X

Dr. Shirley Peterson X

Motion carried unanimously, 4-0.

Signed:

DocuSigned by:

Kurt Madden

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Kurt Madden

Secretary, Governing Board

Signed:

DocuSigned by:

Dr. Dale Marsden

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Dr. Dale Marsden

Clerk, Governing Board