

CALIFORNIA PACIFIC CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Agenda

Tuesday, August 10, 2021

Closed Session Begins at 4:30 p.m.

Regular Meeting Begins at 5:30 p.m.



**California Pacific
Charter Schools**

1850 Peary Way, Livermore, CA 94550
129 Nolan Court, Forestville, CA 95436
311 Dolphin Isle, Foster City, CA 94404
4820 Renovo Way, San Diego, CA 91124
11608 Evening Sky Drive, Desert Hot Springs, CA 92240

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

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 921 4357 9940

Join URL: <https://zoom.us/j/92143579940>

MISSION STATEMENT

CalPac's mission is to support and encourage all students to relentlessly pursue their life goals by providing an accessible and inclusive personalized learning community.

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 California Pacific Charter Schools at 949-752-0527.

1. CALL TO ORDER AND ROLL CALL

Time _____ p.m.

1.1. Roll Call

Rickey Trombetta	President
Kelly Wylie	Vice President
Dr. Shirley Peterson	Clerk
Susan Calandra	Member
Tom Baumgarten	Member

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of August 10, 2021.

Roll Call Vote:

Rickey Trombetta
 Kelly Wylie
 Dr. Shirley Peterson
 Susan Calandra
 Tom Baumgarten

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

Time: _____

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

Roll Call Vote:

Rickey Trombetta
 Kelly Wylie
 Dr. Shirley Peterson
 Susan Calandra
 Tom Baumgarten

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

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).

Public Employee Performance Evaluation Pursuant to Government Code 54957

a. CEO Evaluation

6. **RECONVENE REGULAR MEETING**

Time: _____

7. **PLEDGE OF ALLEGIANCE**

Led by: _____

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. Finance and Accounting Update, Presented by Shannon Green, Assistant Director of Fiscal Services

9.3. The Collaborative Charter Services Organization (CSO) Update, Presented by David Franklin, CEO

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 July 13, 2021

10.2. Minutes of the Board Study Session that was held on July 13, 2021

Consent Calendar - Business/Financial Services

10.3. Check Registers - July 2021

10.4. Approval of R&B Communications Software Development

Consent Calendar - Education/Student Services

10.5. Approval of 2021-2022 Independent Home Study Student/Parent Handbook California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751)

- 10.6. Approval of 2020-2021 Student/Parent Handbook - California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Consent Calendar - Personnel Services

- 10.7. Approval of Certificated Personnel Report
10.8. Approval of Classified Personnel Report

Consent Calendar - Policy Development

- 10.9. Approval of existing board policies revised, reviewed, and eliminated by staff for the 2021-2022 school year.

Board Policies: Revised

The following are current policies that have been revised to provide clarity or alignment with changes in law or procedures.

3000 Series - Business and Non Instructional

- 3000-CPCS Fiscal Policy Overview
Provides an overview of responsibilities, and the annual financial audit.
- 3005-CPCS Purchasing Fiscal Policy
Provides direction on purchasing, contracts for service, and inventory.
- 3011-CPCS Banking And Accounts Payable Fiscal Policy
Provides direction on bank check authorization, bank checks, and bank reconciliations.
- 3015-CPCS Accounts Receivable Fiscal Policy
Provides direction on handling cash, check receipts, and returned checks.
- 3020-CPCS Expenses Fiscal Policy
Provides direction on expense reimbursement, travel, and Board member expenses.
- 3025-CPCS Finance Fiscal Policy
Provides direction on financial reporting, journal entries, account reconciliation, and retention of records.
- 3100-CPCS Education Partner Code of Conduct
Revised to include background check section to come into alignment with AB130.
- 3105-CPCS Education Partner Risk Management Policy
Revised to include additional high risk activities to better determine Education Partner insurance requirements.
- 3110-CPCS Education Partner Application and Pre Approval
Revised to include new mission and vision statements.
- 3115-CPCS General Terms and Conditions of the Purchase Order Policy
Updated term dates for the 2021-22 school year and clarified payment methods.

6000 Series - Instruction

- 6040-CPCS Local Assessment Policy
Updated to include the new assessment (NWEA Maps) and parameters for verifiable data collection (including testing windows and eligible student grades).

- 6050-CPCS Virtual Proctoring Policy
Revised to include new assessment requirements for verifiable data collection and the removal of outside proctors.
- 6055-CPCS Adequate Progress Policy
Revised to come into alignment with the new Independent Study Education Code (AB 130).
- 6115-CPCS Attendance Policy
Revised to come into alignment with the new Independent Study Education Code (AB 130).

Board Policies: Reviewed

The following policies are being brought to the Board without changes for annual review.

1000 Series - Community Relations

- 1035-CPCS Access to Public Records

4000 Series - Personnel Services

- 4160-CPCS Children of Teachers Policy

5000 Series - Student Services

- 5010-CPCS Educational Records and Student Information Policy
- 5020-CPCS Suicide Prevention Policy (only for grades 7-12)/Mental Health Services
- 5030-CPCS Immunizations
- 5035-CPCS Student Freedom of Speech and Expression Policy
- 5045-CPCS Acceptable Use Policy
- 5070-CPCS Transgender and Gender Nonconforming Student Nondiscrimination Policy
- 5085-CPCS Communicable/Contagious Disease Prevention
- 5095-CPCS Grade Retention Policy
- 5110-CPCS Cell Phones, Pagers, & Other Electronic Signaling Devices Policy

6000 Series - Instruction

- 6015-CPCS Comprehensive Sexual Education and HIV Prevention Policy
- 6020-CPCS Education of Homeless Children and Youth Policy
- 6025-CPCS Section 504: Policy, Procedures, and Parent Rights Regarding Identification, Evaluation and Education
- 6030-CPCS Education of Foster Youth
- 6035-CPCS Mathematics Placement Policy

Board Policies: Eliminated

- 6045-CPCS Parent/Guardian Proctoring Policy
This policy should be revoked because parent proctoring for assessment is not allowable by the state anymore.
- 3010-CPCS Fiscal Control Policy
This 'master' policy has been divided into smaller policies and assigned new policy numbers (3005, 3011, 3015, 3020, 3025).

Roll Call Vote:

Rickey Trombetta
Kelly Wylie
Dr. Shirley Peterson
Susan Calandra

Tom Baumgarten

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

11. BUSINESS/FINANCIAL SERVICES

11.1. (Action) Approval of Consulting Agreement - KM Educational Consulting and Executive Coaching Services

It is recommended the Board approve the Consulting Agreement for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751), effective September 1, 2021 through June 30, 2022.

Fiscal Impact: \$52,500.00 Annual Cost

\$150/hour. Estimated total hours per month 350.

California Pacific Charter - Los Angeles (#1751)	\$21,147.00
California Pacific Charter - San Diego (#1758)	\$19,498.50
California Pacific Charter - Sonoma (#2037)	\$11,854.50

Roll Call Vote:

Rickey Trombetta

Kelly Wylie

Dr. Shirley Peterson

Susan Calandra

Tom Baumgarten

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

12. EDUCATION/STUDENT SERVICES

12.1. (Action) Approval of 2021-2022 ESSER III Expenditure Plan

It is recommended the Board approve the 2021-2022 ESSER III Expenditure Plan for California Pacific Charter Schools, Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: None.

Roll Call Vote:

Rickey Trombetta

Kelly Wylie

Dr. Shirley Peterson

Susan Calandra

Tom Baumgarten

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

13. ORGANIZATIONAL STRUCTURE OF THE BOARD

13.1. (Action) Election of Corporation Officers

In accordance with the Board Bylaws Article VIII Officers of the Corporation, Section 3. Election of Officers, it is recommended the Board of Directors conduct the annual election for the following officer positions:

Fiscal Impact: None.

1. President _____

Roll Call Vote:

Rickey Trombetta

Kelly Wylie

Dr. Shirley Peterson

Susan Calandra

Tom Baumgarten

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

2. Chief Financial Officer _____

Roll Call Vote:

Rickey Trombetta

Kelly Wylie

Dr. Shirley Peterson

Susan Calandra

Tom Baumgarten

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

14. PERSONNEL SERVICES

14.1. (Action) Approval of Declaration of Need with the Commission on Teacher Credentialing (CTC)

It is recommended that the Board approve the Declaration of Need For Fully Qualified Educators (DON) for the 2021-2022 school year.

Fiscal Impact: None.

Roll Call Vote:

Rickey Trombetta

Kelly Wylie

Dr. Shirley Peterson

Susan Calandra

Tom Baumgarten

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

15. POLICY DEVELOPMENT

15.1. (Action) Approval of New 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.

3000 Series - Business/Non-instructional

3135-CPCS Gift Acceptance Policy (*New*)

5000 Series - Student Services

5125-CPCS Investigation of Residency Policy (*New*)

6000 Series - Instruction

6205-CPCS Interim Policy for Mitigation of Student Hardship Caused by COVID-19 (*New*)

Roll Call Vote:

Rickey Trombetta

Kelly Wylie

Dr. Shirley Peterson

Susan Calandra

Tom Baumgarten

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

16. PUBLIC HEARING

16.1. (Hearing) Board Policy 6010-CPCS Independent Study Policy

It is recommended the Board enter into a public hearing regarding Board Policy 6010-CPCS Independent Study Policy. The Board shall consider adoption of the Independent Study Policy in accordance with the requirements of Education Code Section 51747.

6000 Series - Instruction

6010-CPCS Independent Study Policy

Revised to come into alignment with the new Independent Study Education Code (AB 130).

Hearing Open: _____

Hearing Closed: _____

Roll Call Vote:

Rickey Trombetta

Kelly Wylie

Dr. Shirley Peterson

Susan Calandra

Tom Baumgarten

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

17. CALENDAR

The next scheduled meeting will be held virtually on September 14, 2021.

18. BOARD COMMENTS

19. CEO COMMENTS

20. ADJOURNMENT

The regular meeting of the Board of Directors adjourned at _____ p.m.

Roll Call Vote:

Rickey Trombetta

Kelly Wylie

Dr. Shirley Peterson

Susan Calandra

Tom Baumgarten

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

FOR MORE INFORMATION

For more information concerning this agenda,
contact California Pacific Charter Schools.

Telephone: 949-752-0527