



**APPROVED 05/31/2019**

**California Online Public Schools (CalOPS)  
MINUTES OF THE BOARD OF DIRECTORS MEETING**

GOVERNING BOARD for:

**California Connections Academy @ North Bay Charter (CalCAN)  
California Connections Academy @ Central (CenCA)  
California Connections Academy @ Ripon (CalCAR)  
Capistrano Connections Academy (CapoCA)  
CalCA Central Coast  
CalCA Monterey Bay**

Tuesday, April 23, 2019 at 3:30 p.m. PT

**Held at the following locations and via teleconference:**

CalCAR School Site: 580 N. Wilma Avenue, Suite G, Ripon, CA 95366  
CapoCA School Site: 33272 Valle Road, San Juan Capistrano, CA 92675  
23091 Arden Street, Lake Forest, CA 92630  
2142 E. Yosemite, Merced, CA 95340  
25858 Tanforan Drive, Madera, CA 93638  
1081 W. Manning Avenue, Reedley, CA 93654  
2277 Fair Oaks Blvd. Ste. 150, Sacramento, CA 95825  
8803 Cardinal Avenue, Fountain Valley, CA 92615  
8422 Madison Avenue, Fair Oaks, CA 95628  
44304 Copper Moon Lane, Lancaster, CA 93536

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**I. Call to Order**

Ms. Pavlich called the meeting to order at 3:38 p.m. when all participants were present and able to hear each other. The meeting and school sites were open to the public to attend.

**II. Roll Call**

Board Members Present at Roll Call: Elaine Pavlich, Mike Henjum, Paul Hedrick and Adam Pulsipher (all via phone);

Board Members Joined During Meeting: Diana Rivas (via phone);

Board Members Absent: Dave Souza and Veronica Schreiber, Brooke Watkins;

Guests Present: Heather Tamayo, Capo Site Administrator; Franci Sassin and Julie Colombero, School staff (in person at CapoCA office); Richard Savage, Executive Director; Leslie Dombek, CalCAN Site Administrator; Marcus White, CenCA Site Administrator; Ritchie Ramero, School staff; Brian Rosta, Jay W. Ragley, Donna Kozub and Laura Coleman, Pearson Online & Blended Learning (POBL) staff (all via phone).

## Oral Reports

In the absence of a quorum of Board members, Ms. Pavlich indicated the Board's intent to hear Oral Reports until additional members of the Board could join the meeting.

### a. Executive Director's Report

#### i. Graduation Plans and End of Year Activities Update

Dr. Savage advised the Board of the school's planning for the upcoming high school graduation ceremony and encouraged Board members to attend. He further reviewed upcoming student and staff activities.

[Ms. Rivas joined at 3:39 p.m.]

#### ii. State Testing Update

Dr. Savage provided the Board with the ongoing state testing preparations by school staff members and participation rates.

#### iii. Potential New Charter School Update

Dr. Savage provided the Board with an update on the upcoming meetings with the various California school districts regarding potential new charter schools. He further discussed the expected timelines for the charter applications.

#### iv. Conferences Update

Dr. Savage provided the Board with an update on his recent attendance at conferences, presentations and outreach to encourage online education.

## III. Public Comment

There were no public comments at this time.

## IV. Routine Business

### a. Approval of Agenda

Ms. Pavlich asked the Board to review the Agenda distributed prior to the meeting, and posted by April 19, 2019 in compliance with the Brown Act requirements. There Board requested to move Consent Item (f) Approval of Staff Compensation Plan for the 2019-2020 School Year to Action Items for additional explanation. There being no further changes noted, the following motion was made and seconded as follows:

RESOLVED, that the Agenda for the April 23, 2019 Board Meeting, as amended, is hereby approved.

The motion was approved unanimously.

**V. Oral Reports**

b. Executive Director's Report

i. Graduation Plans and End of Year Activities Update

This item was presented earlier in the meeting.

ii. State Testing Update

This item was presented earlier in the meeting.

iii. Potential New Charter School Update

This item was presented earlier in the meeting.

iv. Conferences Update

This item was presented earlier in the meeting.

c. Site Administrator's Reports

i. CalCAN

Ms. Pavlich asked the Board whether they had any questions or comments on the written report received by Site Administrator, Ms. Dombek, for CalCAN. There were no questions from the Board at this time.

ii. CenCA

Ms. Pavlich asked the Board whether they had any questions or comments on the written report received by Site Administrator, Mr. White, for CenCA. There were no questions from the Board at this time.

iii. CalCAR

Ms. Pavlich asked the Board whether they had any questions or comments on the written report received by Site Administrator, Ms. Mannix, for CalCAR. There were no questions from the Board at this time.

1. Oversite Visit

On behalf of Ms. Mannix, Dr. Sassin reviewed with the Board the recent positive oversight visit and the ongoing partnership.

iv. CapoCA

Ms. Pavlich asked the Board whether they had any questions or comments on the written report received by Site Administrator, Ms. Tamayo, for CapoCA. There were no questions from the Board at this time.

d. CalCA Financial Report

i. P2 Submission Update

Dr. Sassin provided the Board with an update on the P2 submission.

ii. 990 Update

Dr. Sassin provided the Board with an update on the annual review and filing process for the schools' Form 990s. She advised the Board that the Form 990s will be sent for their review as required by law prior to submission to the Internal Revenue Service (IRS).

iii. Consolidated Financial Report

Dr. Sassin reviewed with the Board the new consolidated financial report, as included in the Board meeting materials.

iv. CalCAN Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written financial report received by Business Manager, Dr. Sassin. There were no questions from the Board at this time.

v. CenCA Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written financial report received by Business Manager, Dr. Sassin. There were no questions from the Board at this time.

vi. CalCAR Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written financial report received by Business Manager, Dr. Sassin. There were no questions from the Board at this time.

vii. CapoCA Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written financial report received by Business Manager, Dr. Sassin. There were no questions from the Board at this time.

e. POBL Products, Services and Initiatives Update

Dr. Rosta reviewed Pearson Online & Blended Learning's (POBL) 2019-2020 Products, Services and Initiatives memo as included in the Board materials. He reviewed upcoming program enhancements, planned product roll-outs, and specific initiatives that are high on the priority list of POBL for the next school year, and beyond. He detailed curriculum changes and alignment initiatives, and reviewed the anticipated timeline for the next generation of the school's learning management system to be available.

## VI. Consent Agenda

Ms. Pavlich noted the earlier move of Consent Item (f) to Action Items and asked Board Members whether there were any additional items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the February 26, 2019 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice(s);
- d. Approval of LiveSpeech Invoice(s);
- e. Ratification of Second Interim Reports;
- g. Approval of the School Calendar for the 2019-2020 School Year;
- h. Approval of the Administrative Calendar for the 2019-2020 School Year;
- i. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2019-2020 School Year;
- j. Approval of Revision(s) to 2018-2019 School Year State Specific Handbook: Student and Employee Communications;
- k. Ratification of CalCA North Bay (CalCAN) Charter Renewal; and
- l. Approval of School-Funded Summer School Budget; are hereby approved.

The motion passed unanimously.

## VII. Action Items

### a. Approval of CalCA Monterey Bay Memorandum of Understanding

Dr. Sassin reviewed with the Board the CalCA Monterey Bay Memorandum of Understanding (MOU), as included in the Board meeting materials. She further reviewed the negotiations by school leadership and noteworthy stipulations, including CalCAR enrollment exceptions. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the CalCA Monterey Bay Memorandum of Understanding, as presented, is hereby approved.

The motion passed unanimously.

### b. Approval of Statement of Agreement (SOA) with Pearson Online & Blended Learning

Mr. Ragley reviewed the process completed to date regarding the Statement of Agreement (SOA) with POBL, including negotiations with school leadership, Board counsel, POBL support staff and POBL Counsel. He further reviewed the timeline and process expected for consideration at a future Board meeting. There being no further discussion, this item was tabled.

c. Approval of Resolution and Participation in CalSTRS for CalCA Central Coast and CalCA Monterey Bay

Dr. Sassin reviewed with the Board the resolution and participation in the California State Teachers' Retirement System (CalSTRS) for the CalCA Central Coast and CalCA Monterey Bay schools in detail. She further noted that a copy of the resolution would be attached to the official Board meeting minutes. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Resolution and Participation in CalSTRS for CalCA Central Coast and CalCA Monterey Bay, as discussed, is hereby approved.

The motion passed unanimously.

d. Approval of Tulare County Special Education Local Plan Area (SELPA) Documentation for CalCA Central Coast and CalCA Monterey Bay

Dr. Sassin reviewed with the Board the Tulare County Special Education Local Plan Area (SELPA) Documentation for CalCA Central Coast and CalCA Monterey Bay, as included in the Board meeting materials in detail. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Tulare County Special Education Local Plan Area (SELPA) Documentation for CalCA Central Coast and CalCA Monterey Bay, as discussed, is hereby approved.

The motion passed unanimously.

e. Approval of Application to El Dorado Charter Special Education Local Plan Area (SELPA) and Associated Documentation

Dr. Sassin reviewed with the Board the Application to El Dorado Charter SELPA and Associated Documentation, as included in the Board meeting materials in detail. She reviewed the SELPA contingency plan in detail to ensure all schools are in one SELPA. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Application to El Dorado Charter Special Education Local Plan Area (SELPA) and Associated Documentation, as discussed, is hereby approved.

The motion passed unanimously.

f. Approval of Resolution of the Board of Directors to Authorize Bank Accounts

Dr. Sassin reviewed the proposed changes in bank account signers based upon the recent Board officer changes. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Resolution of the Board of Directors to Authorize Bank Accounts, as discussed, is hereby approved.

The motion passed unanimously.

g. Approval of Resolutions for Banking Transfers

Dr. Sassin reviewed with the Board the banking transfers resolutions for banking arrangements, as included in the Board meeting materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Resolutions for Banking Transfers, as discussed, is hereby approved.

The motion passed unanimously.

Approval of Staff Compensation Plan for the 2019-2020 School Year:

Dr. Savage reviewed with the Board the staff compensation plan for the 2019-2020 school year, as included in the Board meeting materials. He further reviewed the proposal to roll the bonus potential into the base salary for returning employees for the 2019-2020 school year. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Resolutions for Banking Transfers, as discussed, is hereby approved.

The motion passed unanimously.

**VIII. Information Items**

a. State & Strategic Client Relations Update

Mr. Ragley reviewed the recent legislative activities in California which may impact the school. Mr. Ragley further provided the Board with an update on support services and personnel provided to the school and Board by POBL. The Board discussed legislative activities in detail with Mr. Ragley.

b. Partner School Leadership Team (PSLT) Update

Dr. Rosta presented to the Board on behalf of Pearson Online & Blended Learning's (POBL) Partner School Leadership Team.

i. School Operations Metrics

Dr. Rosta presented the quarterly School Operations Metrics to the Board. He reviewed the data included in the Board materials, highlighting the school's performance as compared with other Connections' partnering schools of similar size and years in operation.

c. Sponsoring District(s) Update

There was no update at this time.

d. Outreach Plan for the 2019-2020 School Year

Ms. Colombero reviewed the school's proposed Outreach Plan for the upcoming school year, as included in the Board materials. Ms. Colombero highlighted current and projected enrollment numbers, as well as planned activities for student recruitment.

[Mr. Henjum left at 5:01 p.m.]

[Ms. Rivas left at 5:03 p.m.]

CUSD Annual Oversight Report

At the request of the Board, this item was moved up on the agenda.

Dr. Sassin reviewed with the Board the recent positive oversight visit and the ongoing partnership with Capistrano Unified School District (CUSD).

[Ms. Rivas rejoined at 5:06 p.m.]

e. CCSA and NSBA Conference Updates

Ms. Rivas provided the Board with an update on her recent trips to the California Charter School Conference and National School Board Association Conference. She thanked the Board for the opportunity to attend the conferences and noted the value of the information presented and networking opportunities.

f. CUSD Annual Oversight Report

This item was reviewed earlier in the meeting.

g. Local Control Accountability Plan (LCAP) Update

Mr. Romero reviewed with the Board the Local Control Accountability Plan (LCAP) Dashboard as included in the meeting materials. He further reviewed the continued progress and timeline for the Board's consideration at a future meeting.

**IX. Adjournment and Confirmation of Next Meeting on Tuesday, May 28, 2019 at 3:30 p.m. PT**

There being no further business to discuss, the meeting was adjourned at 5:15 p.m. The next meeting is scheduled for Tuesday, May 28, 2019 at 3:30 p.m. PT.