



APPROVED 08/27/2019

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

GOVERNING BOARD for:

CalCA North Bay

CalCA Central

CalCA Central Coast

CalCA Monterey Bay

CalCA Ripon

CalCA Southern California/Capistrano Connections Academy (CapoCA)

Tuesday, June 18, 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

I. Call to Order

Ms. Pavlich called the meeting to order at 3:36 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 (in person); Diana Rivas, Veronica Schreiber, Paul Hedrick and Brooke Watkins (all via phone);

Board Members Joined During Meeting: Dave Souza and Adam Pulsipher (via phone);

Board Members Absent: Mike Henjum;

Guests Present: Richard Savage, Executive Director; Franci Sassin and Ritchie Romero, School staff (in person at CapoCA Office); Leslie Dombek, CalCAN Site Administrator; Marcus White, CenCA Site Administrator; Kara Mannix, CalCAR Site Administrator; Heather Tamayo, CapoCA Site Administrator; Aiko Yamakawa, Board Counsel; Brian Rosta, Melissa Brown; Jay W. Ragley, Eileen Sigmund, Donna Kozub, and Laura Coleman, Pearson Online & Blended Learning (POBL) staff (all via phone).

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 June 14, 2019 in compliance with the Brown Act requirements. There being no changes noted, the following motion was made and seconded as follows:

RESOLVED, that the Agenda for the June 18, 2019 Annual Board Meeting, as presented, is hereby approved.

The motion was approved unanimously.

V. Oral Reports

a. Executive Director's Report

i. Graduation and End of Year Activities Update

Dr. Savage gave the Board an overview of the recent promotion and high school graduation ceremonies, including the number of students that participated.

[Ms. Sigmund joined the meeting at 3:39 p.m.]

ii. Enrollment and Staffing Update

Dr. Savage provided the Board with an update on the current enrollment numbers for the upcoming school year.

iii. 2019-2020 Regionalization Structure Update

Dr. Savage reviewed with the Board the new regionalization plan for the CalOPS schools to ensure school events, including state testing, run more efficiently.

b. 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.

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.

c. CalCA Financial Report

i. Audit Update

Dr. Sassin provided the Board with an update on the recent positive interim audit visit. She further reviewed the communication from the auditor, as included in the Board meeting materials. Dr. Sassin additionally directed the Board to her written report within the Board meeting materials for updates on charter related activities and additional financial updates.

ii. Consolidated Financial Report

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

iii. 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.

iv. 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.

v. 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.

vi. 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.

[Ms. Yamakawa joined the meeting at 3:56 p.m.]

VI. Consent Agenda

Ms. Pavlich asked Board Members whether there were any 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 May 31, 2019 Special Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice(s);
- d. Approval of LiveSpeech Invoice(s);
- e. Ratification of Capistrano Connections Academy/CalCA Southern California Memorandum of Understanding (MOU);
- f. Approval of Consolidated Applications; and
- g. Approval of Board Meeting Schedule for the 2019-2020 School Year; are hereby approved.

The motion passed unanimously.

VII. Action Items

- a. Approval of CalOPS Statement of Agreement (SOA) with Pearson Online & Blended Learning

Mr. Ragley presented the CalOPS Statement of Agreement (SOA) with Pearson Online & Blended Learning to the Board. He reviewed the process to complete the SOA including negotiations with school leadership, Board Counsel, Pearson Online & Blended Learning (POBL) support staff and POBL Counsel. Ms. Yamakawa reviewed the SOA in detail and recommended the Board authorize Dr. Savage to finalize the accompanying insurance. The Board discussed the SOA in detail with all parties present. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the CalOPS Statement of Agreement (SOA) with Pearson Online & Blended Learning and the appointment of Richard Savage as Board Designee to finalize the insurance, as presented and discussed, are hereby approved.

The motion passed unanimously.

[Ms. Yamakawa left the meeting at 4:19 p.m.]

- b. Approval of CalCA Local Control Accountability Plans (LCAP) for the 2019-2020 School Year

Mr. Romero reviewed with the Board the goals and action steps of the Local Control Accountability Plans (LCAP), as included in the Board meeting materials. Mr. Romero detailed the LCAP timeline for collecting stakeholder feedback, compiling school goals and the state requirement process and submission format. Mr. Romero requested Board approval of the presented LCAPs with permission to amend with non-substantial corrections. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the CalCA Local Control Accountability Plans (LCAP) for the 2019-2020 school year, as presented, are hereby approved.

The motion passed unanimously.

c. Approval of Local Control Accountability Plans (LCAP) Addendum

Dr. Sassin reviewed with the Board the LCAP Addendum, as included in the Board meeting materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Local Control Accountability Plans (LCAP) Addendum, as presented, is hereby approved.

The motion passed unanimously.

d. Approval of Multiple Measurers Assessment Reporting Service Contract

Mr. Romero reviewed with the Board the Multiple Measurers Assessment Reporting Service Contract, as included in the Board meeting materials. He further reviewed the benefits of the proposed online reporting system and budgetary considerations. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Multiple Measures Assessment Reporting Service Contract, as presented, is hereby approved.

The motion passed unanimously.

e. Approval of 2019-2020 School Year Budgets and Fee Schedule for CalCA Schools

Dr. Sassin reviewed the proposed 2019-2020 school year budget outline and Budget Notes documents with the Board, also reminding them of the budget development process to date that included the School Leader, school leadership team, Board Treasurer and POBL staff. She further reviewed the shared expenses for all California Connections Academies and the accompanying fee schedule. Dr. Sassin advised the Board that the 2019-2020 Fee Schedule being presented summarizes the basis for all charges from POBL to the school under the SOA, and that the basis for all charges is drawn directly from the Budget. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Budget and Fee Schedule for the 2019-2020 school year for CalCA Schools, as presented, is hereby approved.

The motion passed unanimously

f. Approval of Supplemental Educational Products and Services for the 2019-2020 School Year: Case Management Contract

Dr. Sassin reviewed with the Board the Case Management Contract, as included in the Board meeting materials, and the benefit the supplemental contract provides for students. The Board discussed the cancellation policy in detail with Dr. Sassin. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Supplemental Educational Products and Services for the 2019-2020 School Year: Case Management Contract, as presented, is hereby approved.

The motion passed unanimously.

g. Approval of Capistrano Connections Academy/CalCA Southern California Lease Renewal

Dr. Sassin reminded the Board of their action for the Capistrano Connections Academy/CalCA Southern California Lease Renewal during the last Board meeting and reviewed the recent progress. She further recommended that the Board consider approving the general terms of the lease renewal and authorize a Board Designee to finalize the lease, which will then be brought back to the Board for ratification at a future Board meeting.

[Ms. Schreiber left the meeting at 5:13 p.m.]

[Mr. Pulsipher joined the meeting at 5:21 p.m.]

The Board discussed the lease, including budgetary considerations and the review by Board Counsel, in detail. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Capistrano Connections Academy/CalCA Southern California Lease Renewal and the appointment of the Board President as Board Designee to Negotiate and Finalize the Lease, as presented and discussed, is hereby approved.

The motion passed unanimously.

[Mr. Souza joined the meeting at 5:24 p.m.]

h. Approval of CalCA Ripon Prop 39 Energy Grant Plan

Dr. Sassin reviewed with the Board the bids for the CalCA Ripon Prop 39 Energy Grant Plan, as included in the Board meeting materials. Dr. Sassin recommended the Board approve the top bid proposals listed in their Board meeting materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Top Bids for the CalCA Ripon Prop 39 Energy Grant Plan, as presented, are hereby approved.

The motion passed unanimously.

[Mr. White and Ms. Sigmund left the meeting at 5:29 p.m.]

i. Approval of CalCA Capistrano Connections Academy/CalCA Southern California Prop 39 Energy Grant Plan

Dr. Sassin reviewed with the Board the bids for the CalCA Capistrano Connections Academy/CalCA Southern California Prop 39 Energy Grant Plan, as included in the Board meeting materials. She further reviewed additional forthcoming quotes and recommended the Board authorize herself to negotiate and finalize any additional vendors subject to adherence of all conditions. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the CalCa Capistrano Connections Academy/CalCA Southern California Prop 39 Energy Grant Plan and the appointment of Franci Sassin as Board Designee to negotiate and finalize any additional necessary contracts, as presented and discussed, are hereby approved.

The motion passed unanimously.

j. Approval of CalCA Schools Tulare Special Education Local Plan Area (SELPA) Release

Dr. Sassin reviewed with the Board the CalCA Schools Tulare Special Education Local Plan Area (SELPA) Release letter, as included in the Board meeting materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the CalCa Schools Tulare Special Education Local Plan Area (SELPA) Release, as presented, is hereby approved.

The motion passed unanimously.

k. Approval of Directors

Ms. Coleman advised the Board that three (3) Board members' terms were up for renewal at this meeting, David Souza, Veronica Schreiver, and Brooke Watkins. Ms. Coleman reviewed Ms. Schreiver's desire to not seek term renewal. Mr. Souza and Ms. Watkins confirmed that they wished to continue on the Board and discussion was held on the renewal of their terms. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the re-appointment of David Souza and Brooke Watkins to the California Online Public Schools Board of Directors, as Class 1 Directors for a term of three (3) years to the 2022 Annual meeting, as discussed, is hereby approved.

The motion passed unanimously

l. Approval of Officers

Ms. Coleman reviewed with the Board each Officer position as set out in the Board-adopted Bylaws, and advised the Board that all positions would be for a term until the Annual Meeting 2020. Nominations were opened for each position.

[Ms. Dombek and Mr. Hedrick left at 5:45 p.m.]

The Board requested future confirmation from the absent proposed Officer that he would be willing to serve in the position. Following the closure of nominations, and there being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of:

Elaine Pavlich, Board President;
Diana Rivas, Board Vice President;
Michael Henjum, Board Treasurer; pending his confirmation, and
Adam Pulsipher, Board Secretary, as discussed, is hereby approved.

The motion was approved unanimously.

VIII. Information Items

a. State & Strategic Client Relations Update

Mr. Ragley provided the Board with an update on recent legislative activities in the state, which may impact the school.

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. He introduced Ms. Brown to the Board as their new PSLT representative. Ms. Brown reviewed her experience and background with the Board. The Board thanked Dr. Rosta for his support and welcomed Ms. Brown.

c. Results of the Parent Satisfaction Survey

Dr. Savage noted that the results of the Parent Satisfaction Survey were included in the Board materials and requested the Board advise him if they have any questions on the results.

d. Sponsoring District(s) Update

There was no update at this time.

IX. CLOSED SESSION – Brown Act; Cal. Gov't Code §54957(b) – to consider appointment, employment, evaluation of performance, discipline of an employee, Title: Executive Director of California Connections Academies

The Board entered into closed session at 6:03 p.m. upon a motion being made, seconded and confirmed via a roll call vote of all Board members present pursuant to Brown Act § 54957(b)(1) to consider appointment, employment, evaluation of performance, discipline or dismissal of an employee; Title: Executive Director of California Connections Academies. Board members in attendance were: Elaine Pavlich, Dave Souza, Diana Rivas, Brooke Watkins, and Adam Pulsipher. The Board invited the following guests into closed session: Brian Rosta, Melissa Brown and Laura Coleman, POBL staff. All others left the meeting at this time.

After the Board concluded their discussion, the Board resumed their open session at 6:17 p.m. upon a motion being made, seconded and confirmed via roll call vote of all Board members present. No action was taken during closed session.

X. Approval of Action(s) Necessary Based on Closed Session

a. Approval of Executive Director Compensation for the 2019-2020 School Year

Ms. Pavlich reviewed the recommended compensation for the 2019-2020 school year as discussed during closed session, as well as the salary and benefit comparisons of similar School Leaders in the surrounding area. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Executive Director compensation for the 2019-2020 school year, in the amount of \$188,257.47, as discussed, is hereby approved.

The motion passed unanimously.

XI. Adjournment and Confirmation of Next Meeting on Tuesday, August 27, 2019 at 3:30 p.m. PT

There being no further business to discuss, the meeting was adjourned at 6:19 a.m. The next meeting is scheduled for Tuesday, August 27, 2019 at 3:30 p.m. PT.