



APPROVED 01/28/2020

**California Online Public Schools (CalOPS)
MINUTES OF THE BOARD OF DIRECTORS MEETING
GOVERNING BOARD for:
CalCA North Bay
CalCA Central
CalCA Central Coast
CalCA Monterey Bay
CalCA Ripon
CalCA Southern California**

Tuesday, December 3, 2019 at 3:30 p.m. PT

Held at the following locations and via teleconference:

CalCA Ripon: 580 N. Wilma Avenue, Suite G, Ripon, CA 95366
CalCA SoCAL: 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
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 3:33 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 at SoCAL Site); Diana Rivas, Mike Henjum and Brooke Watkins (via phone);

Board Members Absent: Adam Pulsipher, Paul Hedrick and Dave Souza;

Guests Present: Richard Savage, Executive Director; Kara Mannix, Franci Sassin, LaChelle Carter, Richie Romero, School staff; Heather Savage, Member of the Public; Anne Parmley, Melissa Brown and Eileen Sigmund, Pearson Online & Blended Learning (POBL) staff (in person at SoCAL Site); Heather Tamayo and Marcus White, School staff; Donna Kozub, Hussa Blake, and Laura Coleman, POBL staff (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 November 29, 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 December 3, 2019 Board Meeting, as presented, is hereby approved.

The motion was approved unanimously.

V. Audit Committee, Committee of the Entire Board

a. Review and Acceptance of the 2018-2019 Fiscal Year Audit Report

Dr. Sassin reviewed the audit report for the fiscal year ending June 30, 2019, as included in the Board materials. She advised the Board that the report was for the California Online Public Schools that were established last school year, North Bay, Central, Ripon and Southern California. She further highlighted key aspects of the reports and reviewed the filing process. Board members expressed their satisfaction with the results. There being no additional discussion, the following motion was made and seconded as follows:

RESOLVED, that the 2018-2019 Fiscal Year Audit Reports, as presented, are hereby approved.

The motion was approved unanimously.

VI. Oral Reports

a. Executive Director's Report

i. Student Intervention Efforts Update – Tier 1 and Tier 2

Dr. Savage advised the Board of school staff members' increased awareness of critical educational components and benchmarks, as well as POBL's useful tools for tracking student progress. Dr. Savage further discussed the relation these efforts have to the school's annual success in goals completion.

b. Principal's Reports

i. Elementary School

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

ii. Middle School

Ms. Pavlich asked the Board whether they had any questions or comments on the written report received by the Middle School Principal, Ms. Tamayo. There were no questions from the Board at this time.

iii. High School

Ms. Pavlich asked the Board whether they had any questions or comments on the written report received by the High School Principal, Ms. Mannix. There were no questions from the Board at this time.

c. CalCA Financial Report

Ms. Carter reviewed with the Board the Financial Report, as included in the Board meeting materials. There were no questions from the Board at this time.

Policy and Compliance Report

Dr. Sassin provided the Board with an update on Policy and Compliance items, as included in the Board meeting materials.

i. Special Education Service Contracts Update

Ms. Carter provided the Board with an update on the contracts for Special Education service providers, as included in the Board meeting materials.

ii. New Schools Financial Update

Dr. Sassin provided the Board with an update and expected timeline on the new school's financial setup.

iii. Consolidated Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written consolidated financial report, as included in the Board meeting materials. There were no questions from the Board at this time.

iv. CalCA North Bay Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written CalCA North Bay financial report, as included in the Board meeting materials. There were no questions from the Board at this time.

v. CalCA Central Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written CalCA Central financial report, as included in the Board meeting materials. There were no questions from the Board at this time.

vi. CalCA Central Coast Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written CalCA Central Coast financial report, as included in the Board meeting materials. There were no questions from the Board at this time.

vii. CalCA Monterey Bay Financial Report

Ms. Pavlich asked the Board whether they had any questions or comments on the written CalCA Monterey Bay financial report, as included in the Board meeting materials. There were no questions from the Board at this time.

viii. CalCA Ripon Financial Report

Ms. Palvich asked the Board whether they had any questions or comments on the written CalCA Ripon financial report, as included in the Board meeting materials. There were no questions from the Board at this time.

ix. CalCA Southern California Financial Report

Ms. Palvich asked the Board whether they had any questions or comments on the written CalCA Southern California financial report, as included in the Board meeting materials. There were no questions from the Board at this time.

VII. Consent Agenda

Ms. Pavlich asked Board Members whether there were any items from the Consent Items that they wished to have moved 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 October 22, 2019 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Online & Blended Learning (POBL) Invoice(s);
- d. Approval of Revision(s) to the CalOPS Employee Handbook: Paid Time Off (PTO) Update;
- e. Approval of the 2020-2021 Master Agreement; and
- f. Approval of Draft First Interim Financial Reports; are hereby approved.

The motion passed unanimously.

VIII. Action Items

a. Approval of Board Policy: Open Meeting Policy

Dr. Sassin reviewed the proposed Board Open Meeting Policy, as included in the Board meeting materials. She reviewed recent legislation resulting in open meeting law changes, including the requirement for Board meetings to be audio recorded. Dr. Sassin further advised that the Public Comment Policy is included within the new Open Meeting Policy and Board Counsel's advice that a site in Los Angeles County is not necessary. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board Policy: Open Meeting Policy, as presented, are hereby approved.

The motion passed unanimously.

b. Approval Board Policy: Conflict of Interest (COI) Code

Dr. Sassin reviewed with the Board the updated Conflict of Interest Code, as included in the Board meeting materials. She highlighted the changes as a result of the new corporation name and updated organizational structure. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board Policy: Conflict of Interest (COI) Code, as presented, are hereby approved.

The motion passed unanimously.

IX. Information Items

a. Western Association of School and Colleges (WASC) Update

Mr. Romero provided the Board with an update on the recent positive Western Association of School and Colleges (WASC) visit. He further reviewed the expected timeline for accreditation for the new Central Coast and Monterey Bay schools. The Board discussed the accreditation process in detail with Mr. Romero.

b. Local Control Accountability Plans (LCAP) Progress Update

Mr. Romero reviewed with the Board Local Control Accountability Plans (LCAP) progress made to date, including the accompanying Comprehensive Support and Improvement (CSI) plan. Mr. Romero and Dr. Sassin further reviewed the submission process and expected timeline for final Board consideration.

c. Prop 39 Energy Grant Update

Dr. Sassin provided the Board with an update on Prop 39 Energy Grant project completion.

d. Special Education Local Plan Area (SELPA) Change for 2020-2021

Dr. Sassin provided the Board with an update on the Special Education Local Plan Area (SELPA) status of the schools, including the applications to move the four existing CalCA schools from the Tulare SELPA to the El Dorado SELPA. She further advised the Board of potential charter and Memorandum of Understandings (MOUs) with authorizers that may need to be revised as a result.

e. Future Facility Plans Update

Dr. Savage provided the Board with an update on the upcoming lease renewal for the Ripon site. He further updated the Board on office reconfiguration plans.

f. Future Funded Enrollment Growth

Dr. Savage provided the Board with an update on the outreach recruitment target for the 2020-2021 school year. Dr. Savage reminded Board members that the target is a major driver for school budget planning, including outreach, staffing and many other initiatives. He further advised that the proposed enrollment targets will be presented for approval during the upcoming January Board meeting.

g. State & Strategic Client Relations Update.

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

h. Partner School Leadership Team (PSLT) Update

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

i. School Leader Review Process Reminder

Ms. Brown reviewed the annual school leader review process with the Board. She reminded Board members that the process includes feedback from the Board through a survey. Ms. Brown further reminded the Board that Dr. Savage's mid-year review will be discussed during the January meeting and the final review will take place during the Board's Annual Meeting in June. She also reiterated the importance of Board member participation in the review process.

i. Sponsoring District(s) Update

Dr. Savage provided the Board with an update on the recent Superintendent change at Middletown Unified School District and upcoming renewal with the Alpaugh Unified School District.

X. Adjournment and Confirmation of Next Meeting on Tuesday, January 28, 2020 at 3:30 p.m. PT

There being no further business to discuss, the meeting was adjourned at 4:26 pm. The next meeting is scheduled for Tuesday, January 28, 2020 at 3:30 p.m. PT.