



APPROVED 02/23/2021

**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, January 26, 2021 at 3:30 p.m. PT

Telephone Conference Call Location:

Via Teleconference due to State Precautions regarding Public Health and Safety
During COVID-19 Pandemic and in accordance with the Governor's Executive Order N-29-20

1 (800) 504-8071; Passcode 843-8063

I. Call to Order

Ms. Pavlich called the meeting to order at 3:34 p.m. when all participants were present and able to hear each other. The meeting was open to the public and held via teleconference due to state precautions regarding public health and safety during the COVID-19 pandemic.

[Ms. Watkins and Ms. Tamayo joined the meeting at 3:35 p.m.]

II. Roll Call

Board Members Present at Roll Call: Elaine Pavlich, Diana Rivas, Adam Pulsipher, Paul Hedrick, and Brooke Watkins (via phone);

Board Members Absent: Mike Henjum and Dave Souza;

Guests Present: Richard Savage, Executive Director; Marcus White, Kara Mannix, Heather Tamayo, Richie Romero, Franci Sassin and Ally Ireland, School staff; Alfonso Gamino, Cuyama Joint Unified School District Superintendent; Melissa Brown, Eileen Sigmund, Donna Kozub, Laura Sitler, Jolie Rotar, and Laura Coleman, Online & Blended Learning (OBL) 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 January 22, 2021 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 January 26, 2021 Board Meeting, as presented, is hereby approved.

The motion was approved unanimously.

V. Public Hearing on the Independent Study Policy

Dr. Sassin announced the commencement of the public hearing at 3:37 p.m. on the Independent Study Policy included in the Board meeting materials.

Dr. Sassin reviewed the proposed revisions to the Independent Study Policy, including clarification to the definition of an existing pupil. There being no questions and no members of the public in attendance, the Board closed the public hearing at 3:40 p.m. and resumed the regular session meeting of the Board.

VI. Oral Reports

a. Executive Director's Report

i. State Testing Process during COVID Precautions

Dr. Savage provided the Board with an update on the preparations for state testing, including how the school is pursuing state testing in an online format. The Board discussed academic integrity assurances for virtual testing in detail with Dr. Savage and Dr. Romero.

ii. Quarterly Metrics Report Out

Dr. Savage reviewed the positive quarterly metric data in detail with the Board, including high student engagement numbers.

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 the financial report and items with the Board.

i. Special Education Service Contracts Update

Ms. Carter provided the Board with an update on the contracts for Special Education service providers.

ii. 1099 Update

Ms. Carter provided the Board with an update on the annual review and filing process for the Form 1099.

iii. Consolidated Financial Report

Ms. Carter asked the Board whether they had any questions or comments on the written consolidated financial report, as included in the Board meeting materials. She further updated the Board on the new electronic banking process and funding deferrals. There were no questions from the Board at this time.

iv. CalCA North Bay Financial Report

Ms. Carter 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. Carter 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. Carter 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. Carter 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. Carter 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. Carter 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.

d. Policy and Compliance Report

Dr. Sassin reviewed with the Board highlights from her written report, including state budget implications, federal COVID relief funding, and an audit report update.

i. P1 Attendance Reporting Update

Dr. Sassin provided the Board with an update on the P1 attendance reporting freeze and the state's plans to fund at the Average Daily Attendance (ADA) numbers from last school year. She further noted that the school continues to track attendance closely.

ii. Enrollment Update

Dr. Sassin provided the Board with an enrollment update and predicted trends for the start of the second semester.

iii. Form 700 Reminders

Dr. Sassin provided the Board with a reminder on their annual filing process for the Form 700.

iv. Funding Determination Request

Dr. Sassin provided the Board with an update on the funding determination request for any non-classroom-based schools.

VII. Consent Items

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. The Board requested to table Consent Item (k) Approval of 2021-2022 School Year State Specific School Handbook as that document was not yet available for consideration. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the December 1, 2020 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Online & Blended Learning (OBL) Invoice(s) (# 91000006756, 91000006916, 91000006768, 91000006923, 91000006754, 91000006914, 91000006752, 91000006915, 91000006759, 91000006922, 91000006770, 91000006924)
- d. Ratification of the First Interim Financial Reports;
- e. Approval of School Accountability Report Cards (SARC);

- f. Approval of 2021-2022 Master Agreement;
- g. Approval of Revision(s) to the Independent Study Policy;
- h. Ratification of Revision(s) to the 2020-2021 School Year Parent/ Legal Guardian (Caretaker) Acknowledgement (PLCA);
- i. Approval of Revision(s) to 2020-2021 School Year State Specific School Handbook: Various Updates; and
- j. Approval of 2021-2022 School Year General School Handbook; are hereby approved.

The motion passed unanimously.

VIII. Action Items

a. Approval of Lottery Policy and Procedures

Dr. Sassin reviewed with the Board the proposed Lottery and Wait List Policy and Procedures, as included in the Board meeting materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Lottery and Waitlist Policy and Procedures, as presented, are hereby approved.

The motion passed unanimously.

b. Approval of Audit Firm and Tax Form Engagements for the 2020-2021 School Year

Dr. Sassin reviewed the audit firm's proposed engagement letter for the audit and tax forms, as included in the Board materials. She noted that the proposed audit firm is the same firm the school had engaged for the previous school year's audit, but that a different partner would be conducting the audit as a best practice. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Audit Firm and Tax Form Engagements for the 2020-2021 School Year, as presented, are hereby approved.

The motion passed unanimously.

c. Approval of Teaching Assignment Policy

Dr. Sassin reviewed with the Board the proposed Teacher Assignment Policy, as included in the Board meeting materials. She reviewed the efforts by teachers, with support of the school's administration, to maintain current and appropriate credentials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Teaching Assessment Policy, as presented, is hereby approved.

The motion passed unanimously.

d. Approval of Memorandum of Understanding (MOU) with Saddleback Community College

Dr. Romero reviewed the college and career access pathways dual enrollment partnership agreement with Saddleback Community College in detail with the Board. The Board discussed the advantages of such programs in detail with Dr. Romero. Dr. Sassin advised the Board that the agreement is for discussion for this meeting and would be brought to the Board for consideration at a future meeting.

[Ms. Tamayo left the meeting at 4:44 p.m.]

IX. Information Items

a. State Accountability Update

Dr. Romero provided the Board with an update on various state and federal accountability measures, as well as the timeline for future Board consideration. Dr. Sassin updated the Board on the new Local Control and Accountability Plan (LCAP) template.

b. California State Budget Update.

Dr. Sassin reminded the Board of the discussion earlier in the meeting relating to the state budget.

[Mr. Gamino left the meeting at 4:50 p.m.]

c. State Account Relations (STAR) Update

Ms. Sigmund presented to the Board on behalf of Online & Blended Learning's (OBL) State Account Relations team.

i. 2021 California Legislative Session Preview

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

ii. Media Request

Ms. Sigmund discussed with the Board local media CalOPS spokesperson opportunities. The Board discussed the process in detail and confirmed their support with Ms. Sigmund.

iii. Brand Refresh Update

Ms. Sigmund provided an update on the history of Connections Academy schools, and noted the 20th anniversary of the brand in 2021. She advised of the branding updates to be made as the enrollment process begins for the 2021-2022 school year, including a brighter color palate and the transformation of messaging outreach.

[Dr. Savage left the meeting at 4:55 p.m.]

iv. Marketing Services Overview

Ms. Sitrler reviewed the Marketing Overview document, as included in the Board meeting materials, in detail. She highlighted the key roles and responsibilities of OBL's Marketing team.

d. Partner School Leadership Team (PSLT) Update

Ms. Brown presented to the Board on behalf of OBL's Partner School Leadership Team.

i. School Operations Metrics

Ms. Brown presented the quarterly School Operations Metrics to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other OBL partnering schools of similar size and years in operation. The Board discussed the metrics in detail with Ms. Brown.

e. Sponsoring District(s) Update

Dr. Sassin reviewed with the Board upcoming meetings with Sponsoring Districts and the expected timeline for the CalCA Central Charter Renewal.

X. 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 5:17 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, Diana Rivas, Adam Pulsipher, Paul Hedrick, and Brooke Watkins. Guests invited by the Board to attend were: Melissa Brown and Laura Coleman. All closed session participants either used headsets or were alone in a room for privacy purposes. All others left the meeting at this time.

The Board ended closed session and entered into open session at 5:28 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.

XI. Adjournment and Confirmation of the Next Meeting on Tuesday, February 23, 2021 at 3:30 p.m. PT

There being no further business to discuss, the meeting was adjourned at 5:28 p.m. The next meeting is scheduled for Tuesday, February 23, 2021 at 3:30 p.m. PT.