



APPROVED 04/27/2021

**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, February 23, 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.

II. Roll Call

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

Board Members Absent: Dave Souza and Paul Hedrick;

Guests Present: Richard Savage, Executive Director; Marcus White, Kara Mannix, Heather Tamayo, Richie Romero, Franci Sassin, LaChelle Carter, and Leslie Dombek, School staff; Melissa Brown, Eileen Sigmund, Carla Hicks, Donna Kozub, and Laura Coleman, Online & Blended Learning (OBL) 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 February 19, 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 February 23, 2021 Board Meeting, as presented, is hereby approved.

The motion was approved unanimously.

V. Oral Reports

a. Executive Director's Report

i. Winter Leadership Retreat Update

Dr. Savage reported to the Board on the recent virtual Winter Leadership Retreat, including professional development initiatives and opportunities to share best practices among School Leaders.

ii. Grade Distribution Report Out

Dr. Savage provided the Board with an update on grade distribution numbers, high passing rates and academic performance.

[Ms. Mannix joined the meeting at 3:40 p.m.]

iii. Project Success Report Out

Dr. Savage introduced Ms. Dombek to present this item to the Board. Ms. Dombek reviewed Project Success, highlighting performance trends from previous school years.

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.

[Ms. Tamayo joined the meeting at 3:45 p.m.]

c. CalCA Financial Report

Ms. Carter reviewed the financial report with the Board, as included in the written report within the Board meeting materials. She highlighted reconciling financials, the interim reports, the budget process completed to date, CALPADS reporting, and tax form filings.

i. Special Education Service Contracts Update

Ms. Carter provided the Board with an update on contracts to meet the needs of the special education student population.

ii. Consolidated Financial Report

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

iii. 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.

iv. 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.

v. 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.

vi. 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.

vii. CalCA Ripon Financial Report

Ms. Pavlich 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.

viii. CalCA Southern California Financial Report

Ms. Pavlich 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. Budget Development Process Update

Ms. Kozub referenced Ms. Carter's earlier update on the budget development process and anticipated timeline, including input from Dr. Savage, Dr. Sassin and Ms. Carter. Ms. Sigmund advised that she will keep the Board and the school leadership team apprised on the state budget and how that may impact the school's financials.

e. Policy and Compliance Report

Dr. Sassin provided the Board with an update on Policy and Compliance items, as included in the Board meeting materials. She highlighted new school reopening status reports, audit and tax returns, the annual Uniform Complaint Procedure (UCP) updates, and employee vaccination efforts.

i. Form 700 Reminders

Dr. Sassin provided the Board with a reminder on their annual filing process for the Form 700 and thanked the Board members that had already completed the process.

ii. Lottery Administrative Procedure Update

Dr. Sassin provided the Board with an update on the process to develop a procedure for a lottery, as discussed at the previous Board meeting.

VI. Consent Items

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 January 26, 2021 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Online & Blended Learning (OBL) Invoice(s) (# 91000004387; 91000004395; 91000004385; 91000004386; 91000004394; 91000004396);
- d. Approval of Draft Second Interim Reports;
- e. Approval of Consolidated Applications for the 2020-2021 School Year;
- f. Approval of California Calendars for the 2021-2022 School Year: Attendance, School, and Administrative;
- g. Approval of Revision(s) to 2020-2021 School Year State Specific School Handbook: Various Updates;
- h. Approval of 2021-2022 School Year State Specific School Handbook;
- i. Approval of Revision(s) to Uniform Complaint Procedure (UCP) and Annual Notices for the 2020-2021 School Year; and
- j. Approval of School Safety Plan; are hereby approved.

The motion passed unanimously.

VII. Action Items

a. Review and Acceptance of 2019-2020 School Year Audit

Dr. Sassin reviewed the audit report for the fiscal year ending June 30, 2020, as included in the Board materials. She highlighted key aspects of the report and related to the Board that the audit firm indicated no findings. She advised the Board that the report was for all the California Online Public Schools. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the 2019-2020 School Year Audit, as presented, are hereby approved.

The motion passed unanimously.

b. Ratification of CalCA Central Valley Charter Renewal

Dr. Savage reviewed with the Board the CalCA Central Valley Charter Renewal, as included in the Board meeting materials. The Exhibits were provided to the Board for their December 2020 Board meeting and remain unchanged. He further reviewed the recent approval from the Alpaugh Unified School District. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Ratification of CalCA Central Valley Charter Renewal, as presented, are hereby ratified.

The motion passed unanimously.

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

Dr. Romero reviewed with the Board the ongoing college and career access pathways dual enrollment partnership discussions with Saddleback Community College and expected timeline for Board consideration at a future meeting. There being no further discussion, this item was tabled.

d. Approval of Outreach Recruitment Targets and Board Resolution Regarding Enrollment Limits for the 2021-2022 School Year

Dr. Savage reviewed with the Board the proposed school enrollment limits and Board resolution for the 2021-2022 school year, as included in the Board meeting materials. He proposed 7,700 students as an overall CalCA outreach recruitment target and 8,400 students as an overall CalCA school enrollment limit with the following imposed for each school: 5,150 students for CalCA SoCal, 1,700 students for CalCA Ripon, 700 students for CalCA Central, 550 students for CalCA Monterey Bay, 200 students for CalCA North Bay, and 100 for CalCA Central Coast and sought Board input in regards to the numbers. The Board discussed the proposed targets and growth percentage from the current school year with Dr. Savage and Dr. Sassin. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Outreach Recruitment Target and Board Resolution Regarding Enrollment Limits for the 2021-2022 School Year, as discussed, are hereby approved.

The motion passed unanimously.

VIII. Information Items

a. State Accountability Update

Dr. Romero provided the Board with an update on various state and federal accountability measures. Dr. Sassin further provided the Board an update on the expected timeline for Board consideration on required reports.

b. State Account Relations (STAR) Update

Ms. Sigmund provided the Board with an update on legislative activities which may impact the school. The Board discussed state testing considerations in detail with Ms. Sigmund and Dr. Romero.

c. Service Spotlight: School Financial Services (SFS)- What We Do

Ms. Hicks provided an overview of services delivered by School Financial Services (SFS) regarding financial support, including budget planning, audit assistance, and accurate financial reporting to ensure compliance with legal and regulatory requirements.

d. Partner School Leadership Team (PSLT) Update

There was no update at this time.

e. Sponsoring District(s) Update

Dr. Savage and Dr. Sassin provided the board with an update on upcoming charter renewals and relationships with the sponsoring districts.

IX. Adjournment and Confirmation of the Next Meeting on Tuesday, April 27, 2021 at 3:30 p.m. PT

There being no further business to discuss, the meeting was adjourned at 4:44 p.m. The next meeting is scheduled for Tuesday, April 27, 2021 at 3:30 p.m. PT.