



APPROVED 05/25/2021

**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, April 27, 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

In the absence of Ms. Pavlich, the Board called the meeting to order at 3:39 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: Diana Rivas, Mike Henjum, Adam Pulsipher, Dave Souza, and Paul Hedrick (all via phone);

Board Members Joined During Meeting: Brooke Watkins (via phone);

Board Members Absent: Elaine Pavlich;

Guests Present: Richard Savage, Executive Director; Marcus White, Kara Mannix, Heather Tamayo, Richie Romero, Franci Sassin, LaChelle Carter, and Julie Colombero, School staff; Melissa Brown, Eileen Sigmund, Donna Kozub, Jolie Rotar, Whitney Cardenas, 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

The Board reviewed the Agenda distributed prior to the meeting, and posted by April 23, 2021 in compliance with the Brown Act requirements. The Board indicated their intent to table Action Item (a) Approval of College and Career Access Pathways Dual Enrollment Agreement with Saddleback Community College. There being no further changes noted, the following motion was made and seconded as follows:

RESOLVED, that the Agenda for the April 27, 2021 Board Meeting, as amended, is hereby approved.

The motion was approved unanimously.

V. Oral Reports

a. Executive Director's Report

i. Graduation Plans and End of Year Activities

Dr. Savage advised the Board of the school's plans for the upcoming high school graduation ceremony, noting that the decision had been made to hold the ceremony virtually. He further advised that end of the year activities such as Spring festivals, prom, and grad night had been cancelled due to the pandemic.

ii. State Testing Update

Dr. Savage provided the Board with an update on state testing, specifically noting that the state had granted schools the ability to use iReady test scores in lieu of SBAC.

b. Principals' Reports

i. Elementary School

Ms. Coleman 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. Coleman 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. Coleman 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. Watkins joined the meeting at 6:47 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. The Board thanked Ms. Carter for her transparency and thorough report.

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. Budget Update

Ms. Carter discussed the ongoing budget process with the Board, noting that if revisions are necessary, they will take place in the fall after the state budget has been finalized.

iii. Consolidated Financial Report

Ms. Coleman 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.

iv. CalCA North Bay Financial Report

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

i. Form 700 Reminders

Dr. Sassin thanked the Board for their annual filing of their Form 700s.

ii. Form 990 Update

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

iii. P2 Attendance Reporting Update

Dr. Sassin provided the Board with an update on the P2 submission and budgetary impact. She further noted improvements and positive trends in attendance.

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

iv. Lottery and Wait List Administrative Procedure Update

Dr. Sassin advised that the first annual lottery process took place last week. She provided detailed information on the lottery and wait list processes with the Board.

VI. **Consent Items**

Board Members reviewed and discussed 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 February 23, 2021 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Online & Blended Learning (OBL) Invoice(s) (# 91000007379, 91000007594, 91000007378, 91000007595, 91000007380, 91000007583, 91000007373, 91000007582, 91000007381, 91000007596, 91000007383, 91000007599);
- d. Approval of Staff Compensation Plan for the 2020-2021 School Year;
- e. Ratification of the Second Interim Reports;
- f. Approval of Federal Title Funding Documentation: Budgets and Single Plan for Student Achievement;
- g. Approval of Revision(s) to Local Control Accountability Plans (LCAP) Federal Addenda; and
- h. Ratification of Prop 39 Energy Grant Contract; are hereby approved.

The motion passed unanimously.

VII. Action Items

- a. Approval of College and Career Access Pathways Dual Enrollment Agreement with Saddleback Community College

This item was tabled earlier in the meeting.

- b. Approval of Memorandum of Understanding (MOU) with Western Governors University

Dr. Romero reviewed with the Board the proposed Western Governors University MOU, which will allow for the university's teacher credential candidates to serve as student teachers at CalCA. He further advised that since the MOU had not yet been finalized, it would be necessary for the Board to designate a negotiator on the Board's behalf. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Memorandum of Understanding (MOU) with Western Governors University, as presented, is hereby approved.

FURTHER RESOLVED, that Richie Romero as Board designee to review, negotiate, and finalize the MOU with Western Governors University on behalf of the Board, as discussed, is hereby approved.

The motion passed unanimously.

- c. Approval of COVID-19 Safety Plan

Dr. Sassin reviewed the COVID-19 Safety Plan with the Board and advised of the state requirements. She further noted that the plan is subject to change based on development in COVID safety guidelines. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the COVID-19 Safety Plan, as presented, is hereby approved.

The motion passed unanimously.

- d. Ratification of Charter Amendment for SoCAL: Admissions

Dr. Sassin reviewed with the Board the SoCAL Charter Amendment, as included in the Board meeting materials. She specifically reviewed the lottery, enrollment caps, and admission preference revisions. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Charter Amendment for SoCAL: Admissions, as presented, is hereby ratified.

The motion passed unanimously.

e. Approval of Work from Home Expense Stipends

Dr. Sassin reviewed with the Board the Work From Home Expense Stipends proposal, as included in the Board meeting materials. She provided the Board with background information on the recommendation of reimbursing school employees who had to work from home due to the COVID-19 pandemic. Ms. Carter noted that stipend totals were calculated from a formula based on zip code and standard internet costs. The Board discussed this item in detail with Dr. Sassin. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Work from Home Stipends, as presented, is hereby approved.

The motion passed unanimously.

VIII. Information Items

a. Outreach Plan for the 2021-2022 School Year

Ms. Colombero reviewed the school's proposed Outreach Plan for the 2021-2022 school year, as included in the Board materials. She discussed the effects of COVID-19 on virtual schooling across the nation. Additionally, Ms. Colombero highlighted current and projected enrollment numbers, as well as planned activities for student recruitment.

b. State Accountability Update

Dr. Romero and Dr. Sassin provided the Board with an update on various state and federal accountability measures.

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. Legislative Update

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

[Dr. Savage left at 4:51 p.m.]

d. Partner School Leadership Team (PSLT) Update

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

[Dr. Savage rejoined the meeting at 4:53 p.m.]

i. School Operations Metrics

Ms. Brown presented the School Operations Metrics to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other Pearson Online and Blended Learning's (OBL) partnering schools of similar size and years in operation.

[Dr. Savage left the meeting at 4:54 p.m.]

ii. Service Spotlight

Ms. Brown provided an overview of services delivered by the Partner School Leadership Team (PSLT) regarding school leader support, including school improvement planning, coaching, professional development, audit and accreditation assistance, and analyzing of school academic data to ensure student success.

e. Board Relations Update: Planning for the 2021-2022 School Year

Ms. Coleman discussed the planning for the 2021-2022 school year that OBL has been working on with the school.

i. Proposed Board Meeting Schedule

Ms. Coleman advised that the consideration of the Board meeting schedule for the 2021-2022 school year will be included on the June Annual Meeting agenda and encouraged Board members to inform her and the Board Chair of any known meeting conflicts.

ii. Board Composition

Ms. Coleman discussed with the Board the current composition, including board member terms that would be up at this year's annual meeting. She further encouraged Board members to discuss their intentions regarding terms and renewal with herself and Board Chair.

f. Sponsoring District(s) Update

Dr. Sassin provided the Board with updates on all sponsoring district(s). She further advised of upcoming meetings and preparations with various districts for Charter renewals.

IX. Adjournment and Confirmation of the Next Meeting on Tuesday, May 25, 2021 at 3:30 p.m. PT

There being no further business to discuss, the meeting was adjourned at 5:01 p.m. The next meeting is scheduled for Tuesday, May 25, 2021 at 3:30 p.m. PT.