



APPROVED 1/25/2022

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

GOVERNING BOARD for:

- CalCA Central Coast**
- CalCA Central Valley**
- CalCA Monterey Bay**
- CalCA North Bay**
- CalCA Ripon**
- CalCA Southern California**

Tuesday, December 7, 2021 at 3:30 p.m. PT

Telephone Conference Call Locations:

- 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
- 1081 W. Manning Avenue, Reedley, CA 93654
- 8803 Cardinal Avenue, Fountain Valley, CA 92615
- 8422 Madison Avenue, Fair Oaks, CA 95628
- 3753 W. Norberry Street, 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 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 (in person at the SoCal Office); Diana Rivas, Mike Henjum, and Brooke Watkins (all via phone);

Board Members Joined During Meeting: Adam Pulsipher (via phone),

Board Members Absent: Paul Hedrick;

Guests Present: Richie Romero, Franci Sassin, Marcus White, and Heather Tamayo, School staff; Alfonso Gamino, Cuyama Joint Unified School District Superintendent; Melissa Brown, Laura Johnson, Donna Kozub, and Laura Coleman, Pearson Virtual Schools 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 December 3, 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 December 7, 2021 Board Meeting, as presented, is hereby approved.

The motion was approved unanimously.

V. Oral Reports

a. Executive Director's Report

i. Report out on 1st Quarter Metrics

In Dr. Savage's absence, Dr. Romero reviewed with the Board the school metrics as included in the Board meeting materials, highlighting the positive graduation rate, academic participation, and engagement data.

ii. Checking in with Staff

Dr. Romero provided the Board with a staffing update and discussed upcoming holiday luncheons.

iii. Enrollment Opening Update

Dr. Romero advised the Board of the ongoing discussion on the opening enrollment date for the second semester among the school leadership team.

b. Principals' 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

In Ms. Carter's absence, Dr. Sassin reviewed the financial report with the Board, as included within the Board meeting materials. She highlighted banking account cost savings adjustments, staff salary increases, and a reconciliation of payments with authorizers.

i. Consolidated Financial Report

Dr. Sassin provided the Board with an update on all the CalCA schools' financials. 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.

ii. CalCA Central Coast Financial Report

Dr. Sassin 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.

iii. CalCA Central Valley Financial Report

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

iv. CalCA Monterey Bay Financial Report

Dr. Sassin 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.

v. CalCA North Bay Financial Report

Dr. Sassin 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.

vi. CalCA Ripon Financial Report

Dr. Sassin 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.

vii. CalCA Southern California Financial Report

Dr. Sassin 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.

viii. Special Education Service Contracts Update

Dr. Sassin noted the Special Education service contracts and addenda were included within the Consent Items for Board consideration later in the meeting.

d. Policy and Compliance Report

Dr. Sassin reviewed with the Board the Policy and Compliance items, as included in the Board meeting materials. She discussed in detail the second legally required notices sent to parents and caretakers under AB 167. She further highlighted COVID-19 safety protocols and continued monitoring of new requirements.

VI. 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. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the October 26, 2021 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s) (# 91000009188, 91000009183, 91000009189, 91000009187, 91000009185, 91000009181);
- d. Approval of First Interim Financial Reports;
- e. Ratification of Special Education Service Contracts/Addenda; and
- f. Approval of Granting High School Diplomas to Students who meet the Requirements of AB 104; are hereby approved.

The motion passed unanimously.

VII. Action Items

a. Review and Acceptance of 2020-2021 School Year Audit

Dr. Sassin reviewed the audit report for the fiscal year ending June 30, 2021, as included in the Board meeting 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. She reviewed with the Board some unsubstantial changes, including typographical errors and date changes. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the 2020-2021 School Year Audit, as discussed, is hereby accepted.

The motion passed unanimously.

b. Review and Consideration of Educator Effectiveness Block Grant Plan

Dr. Romero reviewed with the Board the proposed Educator Effectiveness Block Grant plans, as included in the Board meeting materials. He discussed the potential uses for the additional educator effectiveness funds, including instructional coaching at the elementary level and diversity, equality, and inclusion professional development. The Board discussed the proposed professional development in detail with Dr. Romero. Dr. Romero advised the Board that the plan is for discussion for this meeting and would be brought to the Board for consideration at a future meeting.

c. Approval of Google Statement of Work (SOW)

Dr. Romero reviewed with the Board the Google Statement of Work (SOW), as included in the Board meeting materials. He advised the identified need to allow students access to Google services in order to streamline their academic efforts and allow teachers to be more agile in their support. The Board discussed the benefits of the services. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Google Statement of Work (SOW), as presented, is hereby approved.

The motion passed unanimously.

[Mr. Gamino joined the meeting at 4:09 p.m.]

d. Approval of Revision(s) of the Employee Handbook

Dr. Sassin reviewed with the Board the proposed revisions to the Employee Handbook, as included in the Board meeting materials. She highlighted the revisions, including paid time off and the incorporation of a previously approved work from home stipend. She further advised of the ongoing process to continue updating the handbook. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Revision(s) of the Employee Handbook, as presented, are hereby approved.

The motion passed unanimously.

VIII. Information Items

a. Board Recruitment Update

Dr. Sassin discussed with the Board the current Board composition and preferred background, geographical residency, and credentials for future Board member candidates. She encouraged the Board to advise if they know of any eligible potential Board member candidates.

[Dr. Romero left the meeting at 4:18 p.m.]

b. State Accountability Update

Elementary and Secondary School Emergency Relief (ESSER) III Plans

Dr. Sassin updated the Board on the submitted Elementary and Secondary Emergency Relief (ESSER) III plans and discussed minor changes from two (2) county offices. She advised the final updated plans will be posted to the website.

[Dr. Romero rejoined the meeting at 4:19 p.m.]

i. Local Control and Accountability Plan (LCAP)

Dr. Romero provided the Board with an update on the mid-year Local Control and Accountability Plans (LCAP) and expected timeline for submission to the Board.

He further provided the Board with an update on other state accountability measures.

ii. Elementary and Secondary School Emergency Relief (ESSER) III Plans

This update was given earlier in the meeting.

c. Legislative Update

Dr. Sassin provided the Board with an update on predicted legislative activities in the state.

i. Implementation Update on AB 104, AB 130, and AB 167

Dr. Sassin provided the Board with an update on new legislation implementation efforts.

d. School Success Partner (SSP) Update

Ms. Johnson presented to the Board on behalf of the School Success Partner (SSP) team. She directed the Board to the State Policy Support Information, as included in the Board meeting materials. She further reviewed Pearson's efforts to assist with school initiatives and the upcoming planned visit.

[Mr. Pulsipher joined the meeting at 4:29 p.m.]

e. Academic Success Partner (ASP) Update

Ms. Brown presented on behalf of the Academic Success Partner (ASP) team.

i. School Leader Review Process

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.

f. Sponsoring District(s) Update

Mr. Gamino acknowledged the school's efforts completing the new variety of required plans and thanked the Board for their inclusion to attend and participate in the Board meetings. Dr. Sassin thanked Mr. Gamino for his attendance and strong partnership. She further advised the Board of the Charter Amendment revisions for Board consideration at the upcoming Special Board Meeting.

IX. Adjournment and Confirmation of the Next Special Meeting - Tuesday, December 14, 2021 at 3:30 p.m.

There being no further business to discuss, the meeting was adjourned at 4:36 p.m. The next special meeting is scheduled for Tuesday, December 14, 2021 at 3:30 p.m. PT.