



## California Online Public Schools

# California Online Public Schools

## Minutes

### California Online Public Schools (CalOPS) Annual Board Meeting

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#### Date and Time

Tuesday June 4, 2024 at 3:30 PM

#### Location

CalOPS NorCal: 580 N. Wilma Avenue, Suite G, Ripon, CA 95366  
CalOPS SoCal: 33272 Valle Road, San Juan Capistrano, CA 92675  
1201 Cara Road, Dinuba, CA 93618  
8422 Madison Avenue, Fair Oaks, CA 95628  
3753 W. Norberry Street, Lancaster, CA 93536  
32946 Calle San Marcos, San Juan Capistrano, 92675  
9423 Reseda Blvd. Apt# 230, Northridge, CA 91324  
150 Brittain Lane, Santa Rosa, CA 95401  
1608 Lake Street, Calistoga, CA 94515

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#### Join Zoom Meeting

<https://zoom.us/j/93762840563>

Meeting ID: 937 6284 0563

Dial In: +1 (669) 444-9171 ext. 93762840563# US

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This meeting is open to the public in person and via teleconference. For information about this meeting or for members of the public who require special accommodations to attend, contact the school offices: Bernie Jamero at (209) 253-1208 or Eva McGahey at (714) 248-6179 at least 24 hours prior to the meeting. The Board packet can be made available for public review by contacting the school offices prior to the Board meeting in compliance with California open meeting law.

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## Approved by CalOPS Board September 10, 2024

### Directors Present

A. Pulsipher (remote), B. Hartelt (remote), D. Rivas (remote), E. Pavlich, E. Wickliffe (remote), M. Henjum (remote)

### Directors Absent

None

### Directors who arrived after the meeting opened

E. Wickliffe

### Directors who left before the meeting adjourned

B. Hartelt

### Guests Present

A. Larsen (remote), Aali Kelly (remote), D. Hertzler, E. McGahey, H. Tamayo (remote), J. Colombero (remote), Jamie Zeen (remote), K. Eng (remote), L. Carter (remote), L. Dombek (remote), L. Johnson (remote), Marissa Carter (remote), Member of the Public (remote), Michelle Castillo (remote), P. Wenker (remote), R. Romero, R. Savage, S. Ford, V. Acosta

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## I. Opening Items

### A. Call the Meeting to Order

E. Pavlich called a meeting of the board of directors of California Online Public Schools to order on Tuesday Jun 4, 2024 at 3:37 PM.

### B. Roll Call

#### CalOPS Staff

Aali Kelly - CalOPS Instructional Coach  
Ashley Larsen - CalOPS Administrative Assistant  
Dan Hertzler - CalOPS Director of Business Services - SoCal Office  
Eva McGahey - CalOPS Administrative Assistant - SoCal Office  
Heather Tamayo - CalOPS Middle School Principal  
Jamie Zeen - CalOPS High School Math Teacher  
Julie Colombero - CalOPS Family Outreach Director  
LaChelle Carter - CalOPS Director of Finance  
Leslie Dombek - CalOPS Director of Student Achievement  
Marissa Carter - CalOPS Elementary School Assistant Principal  
Phil Wenker - Director of Student Services  
Richard Savage - CalOPS Superintendent - SoCal Office  
Richie Romero - CalOPS Deputy Superintendent - SoCal Office  
Stephen Ford - CalOPS Assistant Superintendent of Human Resources - SoCal Office

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Viridiana Acosta - CalOPS Executive Assistant - NorCal Office

Michelle Castillo - CalOPS High School Math Teacher

### Contracted Staff

Kate Eng - Charter Impact Director of Client Finance

Laura Johnson - PVS School Success Partner

1 Member of the Public

### C. Approval of Agenda

M. Henjum made a motion to approve the CalOPS Board Agenda for June 4, 2024.

B. Hartelt seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

D. Rivas Aye

E. Wickliffe Absent

E. Pavlich Aye

A. Pulsipher Aye

B. Hartelt Aye

M. Henjum Aye

## II. Public Comment

### A. Public Comment

The Board welcomes participation by the members of the public telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the School Leader by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Leader at least twenty-four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, or six (6) minutes if the individual requesting to comment is a non English speaker and requires a translator, unless the Board grants additional time. However, in compliance with Board policy and the Brown Act, the Board is not permitted to discuss or take action on non-agenda items.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Leader at least fourteen (14) days prior to the meeting. Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

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To view the Board Public Comment Policy, visit the CalOPS Governance Page at <https://californiaops.org/governance/>  
E. Wickliffe arrived at 3:39 PM.

### III. Oral Reports

#### A. Superintendent's Report

R. Savage discussed end of year festivities, some of which being the end of year festivals and graduation ceremonies. HS supervisors and the HR team are both participating in retreats.

Updates on enrollment included being on trend for expectations.

Staffing updates included hiring a high school principal, high school assistant principal, middle school assistant principal, and elementary school assistant director of student services.

There wasn't much to note with authorizing districts with the business of the end of the year. Recent communications have been positive. R. Savage plans to reach out to the new Middletown Unified Superintendent to build line of communication.

#### B. Principals' Report (attached)

M. Carter highlighted the amazing elementary staff having a successful testing season. Cross grade band and department communications and camaraderie made a positive impact with students. Staff transitioned seamlessly from state testing to i-Ready diagnostic assessments for reading and math.

H. Tamayo spoke about wrapping up state testing and moving onto i-Ready assessments. The middle school team is also supporting families with re-enrollment at this time of year. H. Tamayo expressed her appreciation for the administrative team and their readiness to take on the year. She also expressed excitement regarding building out the math plus intervention course that will best serve students.

R. Romero stepped in for A. Phillips to handle the HS update this month. He noted that some systems are still being activated, so there is training to come as the new systems at CalOPS are developed. Focus is now being directed to determining what needs to be done and less how it will happen.

#### C. Charter Impact Financial Report for CalOPS

K. Eng presented the consolidated financial report for the 6 CalOPS Charters. This report contained actuals up through April.

Highlights:

- Attendance: flat to prior forecast (locked at P2)
- Revenue: -\$760K, driven by PY Lottery

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- Expenses: +\$4.0M, driven by PVS expenses trended out through year-end
- Surplus: \$4.7M total (-\$3.3M)
- Ending Fund balance: \$31.0M
- Cash: \$42.4M as of 4/30, -\$5.2M to prior month

### D. Policy, Compliance, and State Accountability Report

D. Hertzler went over policy and compliance, noting that CalOPS internally is reviewing and revising the previously used handbooks, replacing them with a Student and Family Catalog. Also finalizing financial and operational MOUs with NorCal and M Bay, approval in September.

Regarding accountability, AB 2254 passed, this will affect CalOPS positively by showcasing additional data on student achievement. SB 1380 did not pass, so there was no impact on CalOPS.

Board Bylaws will require more revisions than initially expected, so they are being revised by legal now and will be brought for approval in September. Notification will be sent to authorizing districts to notify of the changing bylaws when it is required.

D. Hertzler announced that B. Hartelt and P. Hedrick both resigned from the board, the latter effective immediately, due to his acceptance of a teaching position at CalOPS. He stated that two positions are now open on the board and board members will be recruited over summer to fill the spots. If any qualified individuals are interested, they should reach out to D. Hertzler, E. Pavlich, or R. Savage.

### E. Student Achievement Update

L. Dombek offered updates on the Local Indicator Report which reflects how the school is doing based on the 6 priorities listed: curriculum, standards, parent and family engagement, and school climate. Priorities are ranked 1-5 and CalOPS is at a 4 for most of these priorities with a few 5s.

### F. Financial Update

L. Carter went over the funding determination. This year was only for SoCal. The recommendation was 100% for 4 years, next step will be going to California State Board of Education. Final determination should be July 7th.

May Revise was released on May 10th, but did not have too much of an effect on CalOPS. Funding based off ADA will increase by 1.07%. Funding for staff is 19.1%, unchanged. Insurance is also unchanged at .05%. L. Carter noted that deferrals are one thing to keep an eye on. They have not impacted the school in the past, and likely won't if they occur, but they will be watched. One other piece that could affect CalOPS is being

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required to do a spending plan for any unused funds at the end of each year. Typically these funds are required to be used over the course of 3 years, so this would require CalOPS develop annual reports when all the funds have not been spent, which would not be an issue.

B. Hartelt left at 4:15 PM.

### IV. Consent Items

- A. Approval of Minutes from the May 07, 2024 Board Meeting (attached)
- B. Ratification of Special Education Service Contracts (attached)
- C. Approval of Staffing Report (attached)
- D. Approval of Expenditures over \$20k (attached)
- E. Approval of Check Registry (attached)
- F. Approval of Independent Study Policy (attached)
- G. Approval of 2024-25 Uniform Complaint Procedures (attached)
- H. Approval of WGU Student Teaching Agreement Renewal (attached)
- I. Approval of 2024-25 CalOPS Board Meeting Schedule (attached)
- J. Approval of Associated Banking Resolutions (attached)
- K. Approval of Prop 28 Annual Reports (attached)

M. Henjum made a motion to approve the consent agenda, items A-K.

E. Pavlich seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

E. Pavlich Aye  
D. Rivas Aye  
E. Wickliffe Aye  
B. Hartelt Absent  
A. Pulsipher Aye  
M. Henjum Aye

### V. Action Items

- A. Approval of Directors to Three Year Terms

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A. Pulsipher made a motion to approve CalOPS board members, E. Pavlich, D. Rivas and M. Henjum, to three year terms.

E. Wickliffe seconded the motion.

D. Hertzler clarified that this item will renew the terms for the 3 board members listed, each of which has confirmed their interest in continuing their role on the CalOPS Board of Directors.

The board **VOTED** to approve the motion.

### Roll Call

E. Pavlich    Aye  
 B. Hartelt    Absent  
 D. Rivas      Aye  
 E. Wickliffe   Aye  
 A. Pulsipher   Aye  
 M. Henjum    Aye

### B. Approval of Officers for the 2024-25 School Year

A. Pulsipher made a motion to approve the CalOPS Board of Directors Officers for the 2024-25 school year.

E. Wickliffe seconded the motion.

D. Hertzler noted that the annual meeting is the time for officers to be elected. The listed officers are the 2023-24 officers, who may be re-elected if no changes are requested.

The board **VOTED** to approve the motion.

### Roll Call

D. Rivas      Aye  
 E. Pavlich    Aye  
 E. Wickliffe   Aye  
 A. Pulsipher   Aye  
 M. Henjum    Aye  
 B. Hartelt    Absent

### C. Approval of 2024-25 Preliminary Budgets (attached)

D. Rivas made a motion to approve action item C, 2024-25 Preliminary Budgets.

E. Pavlich seconded the motion.

K. Eng presented on the budget and went over the state budget process. She talked through how the May revise will affect the budget. LCFF increase is minimal. Overall revenue was projected conservatively with a 2% bump. Expenses were projected to increase due to employee salaries and benefits, but those costs are offset by the removal of PVS invoices.

The board **VOTED** to approve the motion.

### Roll Call

E. Wickliffe   Aye  
 M. Henjum    Aye  
 E. Pavlich    Aye

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### Roll Call

D. Rivas Aye  
B. Hartelt Absent  
A. Pulsipher Aye

### D. Approval of Education Protection Account Resolution and Budgets (attached)

M. Henjum made a motion to approve action item D, EPA Resolution and Budgets.

D. Rivas seconded the motion.

K. Eng reported on the EPA budgets, approximately 9% if the expected CalOPS revenue for the upcoming year. These funds are not used for administrative use, typically allocated for salaries and benefits of certificated teachers.

The board **VOTED** to approve the motion.

### Roll Call

M. Henjum Aye  
B. Hartelt Absent  
E. Pavlich Aye  
D. Rivas Aye  
A. Pulsipher Aye  
E. Wickliffe Aye

### E. Approval of 2024-25 Consolidated Applications (attached)

M. Henjum made a motion to approve action item E, 2024-25 Consolidated Applications.

D. Rivas seconded the motion.

K. Eng went over the applications for funding to the CDE, regarding Title funding. This year, CalOPS will opt out of Title III funding and in for Title I, II, and IV funding.

The board **VOTED** to approve the motion.

### Roll Call

D. Rivas Aye  
E. Pavlich Aye  
A. Pulsipher Aye  
E. Wickliffe Aye  
M. Henjum Aye  
B. Hartelt Absent

### F. Approval of CalOPS Local Control and Accountability Plan (LCAP) Annual Updates (attached)

M. Henjum made a motion to approve action item F, CalOPS LCAP Annual Updates.

E. Wickliffe seconded the motion.

L. Dombek presented the annual updates on the first initial 3 year LCAP cycle. The information provided here was important and contributed to the development of goals for upcoming LCAP.

The board **VOTED** to approve the motion.



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### Roll Call

B. Hartelt     Absent  
 A. Pulsipher   Aye  
 E. Wickliffe   Aye  
 D. Rivas       Aye  
 M. Henjum     Aye  
 E. Pavlich      Aye

### **G. Approval of CalOPS Local Control and Accountability Plans (LCAPs) (attached)**

M. Henjum made a motion to approve action item G, CalOPS LCAPs.

E. Wickliffe seconded the motion.

L. Dombek went over the 24-25 LCAP and discussed how the past 3 years contributed to goals for this LCAP. The previous LCAPs' goals were determined to still be relevant and only required tweaking. 3 LCAPs have CSI plans included. SoCal and NorCal did reach above 68% target for CSI and grad rate; there were still some demographics not reaching those goals, so a CSI was developed for NorCal and SoCal to give additional focus and support to these demographics.

The board **VOTED** to approve the motion.

### Roll Call

M. Henjum     Aye  
 E. Pavlich      Aye  
 B. Hartelt     Absent  
 A. Pulsipher   Aye  
 D. Rivas       Aye  
 E. Wickliffe   Aye

### **H. Approval of Master Contract and Authorization of the Director of Student Services to Negotiate, Amend, Finalize, and Execute Contracts for the 2024-2025 School Year (attached)**

M. Henjum made a motion to approve action item H, Master Contract and Authorization of the Director of Student Services to Negotiate, Amend, Finalize, and Execute Contracts for the 2024-2025 School Year.

E. Wickliffe seconded the motion.

P. Wenker explained this item will allow CalOPS to contract out for all non public school agency and services (outside vendors) within the parameters of the attached contract. It also allows P. Wenker to negotiate, amend, finalize and execute these contracts as a board designee.

The board **VOTED** to approve the motion.

### Roll Call

D. Rivas       Aye  
 M. Henjum     Aye  
 E. Wickliffe   Aye  
 E. Pavlich      Aye

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### Roll Call

A. Pulsipher Aye  
B. Hartelt Absent

### I. Approval of CalOPS Employee Handbook 24-25 (attached)

M. Henjum made a motion to approve action item I, CalOPS Employee Handbook 24-25.  
E. Wickliffe seconded the motion.  
S. Ford explained that the employee handbook has been revised and simplified.

D. Rivas asked about the changes

S. Ford stated that some unnecessary items were removed from the handbook and other things were more thoroughly explained. Any modifications were implemented to ensure legal accuracy and for clarity.

The board **VOTED** to approve the motion.

### Roll Call

E. Pavlich Aye  
M. Henjum Aye  
A. Pulsipher Aye  
D. Rivas Aye  
B. Hartelt Absent  
E. Wickliffe Aye

### J. Approval of Declaration of Need 24-25 School Year (attached)

M. Henjum made a motion to approve action item J, Declaration of Need 24-25 School Year.

D. Rivas seconded the motion.

S. Ford noted that this is an annual item that needs approval. It will be submitted to the CTC and allow for teachers to utilize emergency permit.

D. Rivas asked how many were used this year.

S. Ford answered there were about 3 in the past year.

The board **VOTED** to approve the motion.

### Roll Call

E. Wickliffe Aye  
D. Rivas Aye  
E. Pavlich Aye  
B. Hartelt Absent  
A. Pulsipher Aye  
M. Henjum Aye

### K. Approval of Marketing Summer 2024 Spending

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A. Pulsipher made a motion to approve action item K, Marketing Summer 2024 Spending.  
M. Henjum seconded the motion.

J. Colombero requested that the board approve funding for t-shirts to be passed out at the fall festivals. It would keep with the tradition of past years and allow CalOPS to spread more branded items and get the schools name out.

The board **VOTED** to approve the motion.

### Roll Call

D. Rivas     Aye  
A. Pulsipher   Aye  
E. Wickliffe   Aye  
B. Hartelt     Absent  
M. Henjum     Aye  
E. Pavlich     Aye

## VI. CLOSED SESSION

### A. Brown Act; California Gov't Code §54957 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

A. Pulsipher made a motion to move to Closed Session.

E. Pavlich seconded the motion.

The board **VOTED** to approve the motion.

### Roll Call

A. Pulsipher   Aye  
D. Rivas     Aye  
E. Wickliffe   Aye  
B. Hartelt     Absent  
M. Henjum     Aye  
E. Pavlich     Aye

Upon returning from closed session, E. Pavlich notes that no actions were taken.

## VII. Information Items

### A. Notice of Board Member Resignation

E. Pavlich announced the resignation of board members P. Hendrick (effective immediately) and B. Hartelt (effective after the 2023-24 annual board meeting). She welcomed anyone interested in the responsibility of being on the board to approach D. Hertzler or R. Savage for vetting.

A. Pulsipher inquires about limitations on spouses of current board members being on the board and E. Pavlich confirmed there are not.

## VIII. Closing Items

### A.

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### Adjourn Meeting

A. Pulsipher made a motion to adjourn the CalOPS Board Meeting, and confirm next meeting on September 10, 2024.

M. Henjum seconded the motion.

The board **VOTED** to approve the motion.

### Roll Call

B. Hartelt Absent

A. Pulsipher Aye

E. Wickliffe Aye

E. Pavlich Aye

D. Rivas Aye

M. Henjum Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:04 PM.

Respectfully Submitted,

E. Pavlich