



APPROVED 5/24/22

California Online Public Schools (CalOPS)
A California Nonprofit Public Benefit Corporation
BOARD MEETING

GOVERNING BOARD for:
CalCA Central Coast
CalCA Central Valley
CalCA Monterey Bay
CalCA North Bay
CalCA Northern California
CalCA Southern California

Date and Time:

Tuesday, April 26, 2022 at 3:30 p.m. PT

Telephone Conference Call Locations:

CalCA NorCal: 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
1201 Cara Road, Dinuba, CA 93618
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 3:37 p.m. when all participants were present and able to hear each other. It was noted that both the SoCal and NorCal offices were open for in person attendance by members of the public.

II. Roll Call

Board Members Present at Roll Call: Elaine Pavlich (in person at the SoCal Office); Diana Rivas, Mike Henjum, and Paul Hedrick (all via phone);

Board Members Absent: Adam Pulsipher and Brooke Watkins;

Guests Present: Franci Sassin (in person at the SoCal Office); Richie Romero, Interim Executive Director; Matejka Handley, Board Counsel; Leslie Dombek, Tara Mannix, Heather Tamayo and Julie Colombero, School staff; Unnamed

Community Member; Laura Johnson, Melissa Brown, Donna Kozub, Jolie Rotar and Megann Arthur, 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 April 22, 2022 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 April 26, 2022 Board Meeting, as presented, is hereby approved.

The motion was approved unanimously via a roll call vote.

V. Oral Reports

a. Interim Executive Director's Report

Dr. Romero provided the Board with an update from school leadership.

i. Graduation Plans and End of Year Activities Update

Dr. Romero advised the Board of the plans for the high school graduation ceremonies on June 20th and 23rd, and encouraged Board members to attend. He reviewed upcoming end of year activities, including a prom.

ii. State Testing Update

Dr. Romero provided the Board with an update on state testing, which began earlier in the week, noting the expectations for participation at this stage.

iii. Winter Leadership Retreat Update

Dr. Romero reported to the Board on the recent virtual Winter Leadership Retreat.

b. Principals' Reports

Dr. Romero reviewed this item with the board.

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

Dr. Sassin reviewed the financial report with the Board, as included within the Board meeting materials. She specifically highlighted changes in the financials and forecasted expenses since the last meeting's review, advising that recently updated attendance data will likely be reflected in the next month's statements and forecast.

i. Consolidated Financial Report

ii. CalCA Central Coast Financial Report

iii. CalCA Central Valley Financial Report

iv. CalCA Monterey Bay Financial Report

v. CalCA North Bay Financial Report

vi. CalCA NorCal Financial Report

vii. CalCA SoCal Financial Report

Dr. Sassin provided a high level overview of the consolidated and individual schools' financial reports, as included in the Board materials. She asked the Board if there were any questions on the reports or forecast. Board member indicated there were no questions at this time.

viii. Special Education Service Contracts Update

There was no update on this item.

ix. Budget Update

Dr. Sassin reminded Board members of the draft review expected at the May Board meeting, and then the LCAP and final budget for next school year anticipated to be presented to the Board for consideration in June.

d. Policy and Compliance Report

Dr. Sassin reviewed with the Board the Policy and Compliance items, as included in the Board meeting materials.

i. 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 that the form was filed electronically prior to the extended tax deadline.

ii. P2 Attendance Reporting Update

Dr. Sassin provided the Board with an update on the P2 attendance reporting process, advising the Board on the close monitoring of all attendance data and the advantages to the new online reporting system.

iii. NorCal Facility Update

Dr. Sassin advised the Board of the repurposing of some space at the NorCal office, with fewer staff members currently in the office. She discussed some additional storage and multi-purpose uses for the space.

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 March 22, 2022 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s);
- d. Approval of Staff Compensation Plan for the 2022-2023 School Year;
- e. Approval of 2022-2023 School Year School Handbook Supplement;
- f. Approval of Federal Title Funding Documentation: Budget and Federal Addendum; and
- g. Approval of Granting High School Diplomas to Students who meet the Requirements of AB 104; are hereby approved.

The motion passed unanimously via a roll call vote.

VII. Action Items

a. Approval of Employee Handbook Revision(s)

Dr. Romero began reviewing with the Board the proposed revisions to the Employee Handbook, as included in the Board meeting materials. He provided background and context to the updates regarding staff Compensatory Time, including how it would be earned and rewarded. Dr. Sassin further advised that the total amount allowable to be accrued per year will be likely clarified in a proposed revisions memo at a future meeting. 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. Outreach Plan for the 2022-2023 School Year

Ms. Colombero reviewed the school's proposed Outreach Plan for the 2022-2023 school year, as included in the Board materials. She further highlighted current and projected enrollment numbers, as well as the specific sources that yield the highest rate of conversions (interested families to enrolled students). Ms. Colombero provided a detailed review of planned activities for student recruitment, including the benchmarks and anticipated trends.

b. Board Recruitment Update

Dr. Sassin reviewed with the Board the notice received recently from Board member, Brooke Watkins that she plans to move out of state in a couple months, so will be stepping down from the Board soon. Board members discussed recruitment efforts throughout the state for Board member candidates. Dr. Romero advised that he had recently had discussions with a potential candidate, and he will provide additional updates at the next meeting.

[Ms. Handley joined at 4:15 p.m.]

c. State Accountability Update

Dr. Sassin noted the minor changes that were made to the LCAP and Title funding annually required documentation, as well as plans for ESSER funding and other grants.

d. Legislative Update

Dr. Sassin updated the Board on legislative activities in the state and directed the Board to the State Policy Support Information, as included in the Board meeting materials.

e. School Success Partner (SSP) Update

Ms. Johnson presented to the Board on behalf of the School Success Partner (SSP) team. She reviewed Pearson's continued efforts to assist with school initiatives, including the enrollment process for next school year.

f. Academic Success Partner (ASP) Update

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

i. Key School Metrics

Ms. Brown reviewed the quarterly school operations metrics included in the Board materials, highlighting the school's performance as compared with other Pearson partnering schools of similar size and years in operation. The Board discussed withdrawal data with Ms. Brown.

g. Board Relations Update: Planning for the 2022-2023 School Year

Ms. Arthur presented on behalf of the Board Relations (BR) Team.

i. Proposed Board Meeting Schedule

Ms. Arthur asked Board members if they would like to maintain a similar meetings schedule for the next school year. Following all Board members present confirming their desire to maintain a similar schedule, Ms. Arthur advised that one would be included in their June Annual Meeting materials for consideration.

h. Sponsoring District(s) Update

Dr Sassin provided a brief update on authorizing district communications, as well as the ongoing name change process for the former Ripon school.

IX. CLOSED SESSION – Brown Act; Cal. Gov't Code §54956.9: CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One potential case – R. Romero

The Board entered into closed session at 4:32 p.m. upon a motion being made, seconded and confirmed via a roll call vote of all Board members present pursuant to Brown Act § 54956.9: CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One potential case. Board members in attendance were: Elaine Pavlich, Diana Rivas, Paul Hedrick and Mike Henjum. Guests invited by the Board to attend were: Matejka Handley, Richie Romero and Megann Arthur. 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 4:45 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.

X. Adjournment and Confirmation of the Next Meeting – Tuesday, May 24, 2022 at 3:30 p.m. PT

There being no further business to discuss, the meeting was adjourned at 4:46 p.m. The next meeting is scheduled for Tuesday, May 24, 2022 at 3:30 p.m. PT.

Agenda publicly posted by:

Friday, April 22, 2022

At: <https://www.connectionsacademy.com/california-online-school/overview/governance>

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