



APPROVED 9/27/2022

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, August 23, 2022 at 3:30 p.m. PT

Meeting to be held:

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
- 8422 Madison Avenue, Fair Oaks, CA 95628
- 3753 W. Norberry Street, Lancaster, CA 93536

1 (800) 504-8071; access code 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. 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, Paul Hedrick and Adam Pulsipher;

Board Members Absent: Mike Henjum

Guests Present: Richard Savage, Executive Director; Richie Romero, Deputy Superintendent; Franci Sassin, Lachelle Carter, Leslie Dombek, Tara Mannix, Heather Tamayo and

Marcus White, School staff; Unnamed Member of the Public; Laura Johnson, Melissa Brown, Donna Kozub, Tanya Snyder 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 August 19th, 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 August 23, 2022 Board Meeting, as presented, is hereby approved.

The motion was approved unanimously via a roll call vote.

V. Public Hearing on the Independent Study Policy

Dr. Sassin announced the commencement of the public hearing at 3:36pm on the Independent Study Policy. Dr. Sassin noted that the changes would be discussed later in the meeting. Ms. Pavlich asked if there were any members of the public wishing to address the Independent Study Policy. There being no further discussion and no members of the public in attendance, the Board closed the public hearing at 3:39p.m. and resumed the regular session of the meeting.

VI. Oral Reports

a. Executive Director's Report

i. Back to School Activities Update

Dr. Savage addressed the Board regarding returning to CalCA team, and his decision to come back at the start of the school year. He provided the Board with an update on back-to-school activities, including staff professional development. He noted that Back to School had a great turnout and that it was a success.

ii. Enrollment and Staffing Update

Dr. Savage reviewed with the Board the current enrollment including the enrollment distribution across grades and increased special education population at the High School level. Dr. Savage further reviewed staffing efforts with the Board.

iii. Connections Academy Summer Leadership Conference Update

Dr. Savage discussed the Connections Leadership Retreat in Baltimore. He reviewed the collaborative opportunities for him and other school leadership team members. Dr. Savage noted that the leadership team had time to engage in several great activities.

b. Principals' Reports

Ms. Pavlich asked if the Board had any questions or comments on the written reports. There were no questions from the Board at this time.

i. Elementary School

ii. Middle School

iii. High School

c. CalCA Financial Report

Ms. Carter 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. Ms. Carter further discussed details of recent bank account transactions, and set up recently completed for school leadership changes.

i. Special Education Service Contracts Update

Ms. Carter noted that this was not included in this report because it will be discussed later in the meeting.

ii. Unaudited Actuals (Financials) for 2021-2022

Ms. Carter reviewed the unaudited financial results from the previous school year with the Board. She further reviewed the intra-organizational loans, as presented as an Action Item for the Board's consideration, for CalCA Central with CalCA Southern California.

iii. Consolidated Financial Report

Ms. Carter provided the Board with an update on all the CalCA School's 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.

iv. CalCA Central Coast Financial Report

Ms. Carter 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.

v. CalCA Central Valley Financial Report

Ms. Carter 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.

vi. CalCA Monterey Bay Financial Report

Ms. Carter 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 North Bay Financial Report

Ms. Carter 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.

viii. CalCA Ripon Financial Report

Ms. Carter asked the Board whether they had any questions or comments on the written CalCA Ripon Financial Report_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. Carter asked the Board whether they had any questions or comments on the written CalCA Southern California_Financial Report_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 reviewed with the Board some policy and compliance items of interest to the Board and school. She noted that there are some updates to the Employee Handbook and that they would be considered later in the meeting. She also noted that the Employee Handbook was split into sections regarding policies and another regarding leave.

i. Audit Update

Dr. Sassin provided the Board with an update on the 2022-2023 Annual Audit process completed to date, the ongoing efforts, and expected timeline for Board consideration. Dr. Sassin noted that there were virtual options for the audit, but that in the fall, they may opt for an in-person visit.

VII. 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 June 28, 2022 Annual Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s);
- d. Approval of Year End Financial Statements;
- e. Approval of Unaudited Actuals for Fiscal Year Ending June 30, 2022 and Authorization of California Director of Finance to Submit to the Appropriate Parties;
- f. Approval of Education Protection Account (EPA) Expenditure Plans for the 2022-2023 School Year;
- g. Approval of Uniform Complaint Procedure Revisions (UCP) and Annual Notices for the 2022-2023 School Year;
- h. Approval of Declaration of Need for Fully Qualified Educators;
- i. Approval of Local Teacher Assignment Options: Teacher Listing for 2022-2023 School Year;
- j. Approval of Granting High School Diplomas to Students who meet the Requirements of AB 104;
- k. Ratification of Contract with DocuSign through August 2024;
- l. Approval of CalOPS Employee Handbook Revision(s); and
- m. Approval of Consolidated Applications; and are hereby approved.

The motion passed unanimously via a roll call vote.

VIII. Action Items

- a. Approval of Title Changes and Associated Banking Resolutions

Dr. Sassin reviewed with the Board the Title Changes and Associated Banking Resolutions.

She reviewed the revisions in detail with the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Title Changes and Associated Banking Resolutions, as presented, is hereby approved.

The motion passed unanimously via a roll call vote.

b. Approval of Dr. Romero as Designee to Negotiate, Finalize and Execute MOU with National University for Student Teaching and Practicum Agreement

Dr. Sassin reviewed with the Board the Approval of Dr. Romero as Designee to Negotiate, Finalize and Execute MOU with National University for Student Teaching and Practicum Agreement. She reviewed the item in detail with the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Approval of Dr. Romero as Designee to Negotiate, Finalize and Execute MOU with National University for Student Teaching and Practicum Agreement, as presented, is hereby approved.

The motion passed unanimously via a roll call vote.

c. Approval of Master Contract and List of Special Education Providers and Authorization of the Director of Finance to Negotiate, Amend, Finalize, and Execute Contracts Listed and Any Future Providers for the 2022-2023 School Year

Ms. Carter reviewed with the Board the master contract and list of service providers for Special Education, as included in the Board meeting materials for Board consideration. She reviewed the history of this item and benefit for the Board to authorize herself to finalize and execute contracts with the providers listed, as well as any future providers when needed. The Board discussed where this information was located in their packet briefly. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Master Contract and List of Special Education Providers and Authorization of the Director of Finance to Negotiate, Finalize and Execute Contracts Listed and Any Future Providers for the 2022-2023 School Year, as presented, is hereby approved.

The motion passed unanimously via a roll call vote.

d. Approval of Updates to the Independent Study Policy and Master Agreement for the 2022-2023 School Year

Dr. Sassin reviewed with the Board recent legislation that affects the Schools' Independent Study Policy and Master Agreement for the 2022-2023 School Year. She reviewed the revisions in detail with the Board. Dr. Sassin noted that the changes were largely technical and not substantive. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the revisions to the Independent Study Policy and Master Agreement for the 2022-2023 School Year, as presented, are hereby approved.

The motion passed unanimously via a roll call vote.

e. Approval of Interschool Transfers, Intra-Organizational Loans for Fiscal Year Ending June 30, 2022

Ms. Carter reminded the Board of the earlier discussion of this item within her Oral Report. She requested the Board's approval of an Intra-Organizational Loan of \$670,525.21 between the Central Coast and Southern California schools, in accordance with the CalOPS Fiscal Controls Policy. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Interschool Transfers, Intra-Organizational Loans for in the amount of \$671,525.21 between CalCA Central Coast and CalCA Southern California, as presented, is hereby approved.

The motion passed unanimously via a roll call vote.

f. Approval of Board Training and Conference Attendance for the 2022-2023 School Year

Ms. Snyder reviewed with the Board the Approval of Board Training and Conference Attendance for the 2022-2023 School Year. She reviewed the items in detail with the Board. The training options discussed were the National Charter Schools Conference, the California Charter Schools Conference, and the Charter School Development Center. Dr. Sassin discussed the Charter School Development Center option briefly.

There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Approval of Board Training and Conference Attendance for the 2022-2023 School Year, as presented, is hereby approved.

The motion passed unanimously via a roll call vote.

g. Approval of Fiscal Control Policy Revision(s) and approval of Regular Vendor List

Ms. Carter reviewed with the Board the Approval of Fiscal Control Policy Revision(s) and approval of Regular Vendor List. She reviewed the revisions and the vendor list in detail with the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Fiscal Control Policy Revision(s) and Regular Vendor List, as presented, are hereby approved.

The motion passed unanimously via a roll call vote.

IX. Information Items

a. State Accountability Update

Ms. Dombek provided the Board with an update on various state accountability measures.

i. Williams Act Compliance Update

Ms. Dombek provided the Board with an update on the Williams Act Compliance at this time.

b. Legislative Update

Dr. Sassin reviewed with the Board the State Policy Support Information as included in the Board meeting materials.

c. Academic Success Partner (ASP) Update

i. Key School Metrics

Ms. Brown provided an update on Key School Metrics to the Board.

d. Sponsoring District(s) Update

i. Update on MOU with MUSD

Dr. Sassin provided the Board with a brief update on the MOU process with Middletown Unified School District. She noted that she went to the Middletown Unified School District meeting and that the MOU was approved.

e. Board Relations Update

Ms. Arthur presented to the Board on behalf of Pearson's Board Relations (BR) Team.

i. Introduction of Tanya Snyder, Board Relations Senior Associate

Ms. Arthur introduced Tanya Snyder to the Board at this time and that this would be her last Board meeting. She thanked the Board for their support over the years.

ii. Introduction to Boardable

Ms. Snyder introduced herself introduced Boardable at this time. She explained that Boardable was an online governance portal that Pearson has contracted with. Ms. Snyder highlighted the portal as being very user friendly and that it would house all materials in one spot. She noted that it would be launched in early September and that the Board would receive communication and instructions regarding this.

X. Adjournment and Confirmation of the Next Meeting on Tuesday, September 27, 2022 at 3:30 p.m. PT

There being no further business to discuss, the meeting was adjourned at 4:51p.m. The next meeting is scheduled for Tuesday, September 27, 2022 at 3:30 p.m. PT.