

APPROVED



## Clarksville Charter School

### Minutes

#### Special Board Meeting

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#### Date and Time

Wednesday March 30, 2022 at 6:45 PM

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#### Join Zoom Meeting

<https://sequoiagroveschool.org.zoom.us/j/4075258260>

Meeting ID: 407 525 8260

Passcode: 546272

One tap mobile

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“Meeting held pursuant to Government Code 54953 and emergency findings previously adopted by the Board”

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#### Directors Present

Emily Allen (remote), Kelley Laliberte (remote), Keri Dalebout (remote), Lisa Jobe (remote), Tiffany Farley (remote)

### **Directors Absent**

*None*

### **Guests Present**

Darcy Belleza (remote), Jenell Sherman (remote), Julie Haycock-Cavender (remote), Kathleen Daugherty (remote), Katie Royer (remote)

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## **I. Opening Items**

### **A. Establish Quorum/Record Attendance**

### **B. Approval to Continue Meeting Virtually per Report of Findings**

Lisa Jobe made a motion to continue meeting virtually.

Keri Dalebout seconded the motion.

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

### **C. Call the Meeting to Order**

Emily Allen called a meeting of the board of directors of Clarksville Charter School to order on Wednesday Mar 30, 2022 at 7:40 PM.

### **D. Approval of Consent Agenda**

Kelley Laliberte made a motion to approve the Consent Agenda.

Lisa Jobe seconded the motion.

The Consent Agenda includes:

- Tonight's meeting Agenda
- Minutes from March 16, 2022 Regular Scheduled Meeting
- Kindergarten and Transitional Kindergarten Policy (updated)

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

Kelley Laliberte made a motion to approve the minutes from Regular Scheduled Board Meeting on 03-16-22.

Lisa Jobe seconded the motion.

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

### **E. Public Comment on Non-Agenda Items**

No public comments.

## **II. Operations**

**A. Approval of Executive Director Job Description**

Lisa Jobe made a motion to approve Executive Director Job Description.

Keri Dalebout seconded the motion.

Jenell Sherman presented Executive Director Job Description.

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

**B. Approval of Associate Executive Director Job Description**

Lisa Jobe made a motion to approve Associate Executive Director Job Description with modifications.

Keri Dalebout seconded the motion.

Jenell Sherman presented the Associate Executive Director Job Description.

Lisa Jobe requested to have "personal homeschool experience preferred" added.

Keri Dalebout withdrew seconding the motion.

The motion did not carry.

Kelley Laliberte made a motion to approve Associate Executive Director Job Description.

Tiffany Farley seconded the motion.

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

**Roll Call**

Keri Dalebout Aye

Emily Allen Aye

Kelley Laliberte Aye

Lisa Jobe No

Tiffany Farley Aye

**C. Approval of Executive Director and Associate Executive Director Interview Timelines and Process**

Keri Dalebout made a motion to approve the Associate Executive Director Interview Timelines and Process.

Kelley Laliberte seconded the motion.

Tiffini Farley will help with paper screening.

Emily Allen will also help in the process.

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

**Roll Call**

Kelley Laliberte Aye

Keri Dalebout Aye

Lisa Jobe Abstain

Tiffany Farley Aye

Emily Allen Aye

**D.**

### **Approval of Organizational Charts**

Keri Dalebout made a motion to table the Organizational Charts.

Kelley Laliberte seconded the motion.

Jenell Sherman presented the Organizational Charts.

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

#### **Roll Call**

Tiffany Farley Aye

Lisa Jobe Aye

Emily Allen Aye

Kelley Laliberte Aye

Keri Dalebout Aye

### **III. Finance**

#### **A. Approval of Salary Schedule**

Keri Dalebout made a motion to approve the Salary Schedule.

Kelley Laliberte seconded the motion.

Jenell Sherman presented the Salary Schedule.

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

### **IV. Closing Items**

#### **A. Board Member Requests to Add Items to Future Board Meeting Agendas**

Emily Allen requested Board Goals Progress Report.

#### **B. Announcement of Next Regular Scheduled Board Meeting**

Emily Allen announced the Next Regular Schedule Board Meeting is April 27, 2022 at 6:30 PM.

#### **C. Adjourn Meeting**

Kelley Laliberte made a motion to adjourn.

Keri Dalebout seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:04 PM.

Respectfully Submitted,

Emily Allen

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Prepared by:

Katie Royer

Noted by:

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Board Secretary

**Public Comment Rules for Non-Agenda Items:**

Members of the public may address the Board on non-agenda items through the teleconference platform, Zoom, during the time allocation for public comment on non-agenda items. Zoom does not require the members of the public to have an account or login. Please either utilize the chat option to communicate to the administrative team of your desire to address the Board during this time or simply communicate orally your desire to address the Board when the Board asks for public comments on non-agenda items. Speakers may be called in the order requests are received. Comments are limited to 2 minutes each, with no more than 15 minutes per single topic. If a member of the public utilizes a translator to address the Board, those members of the public are allotted 4 minutes each to accommodate translation time. By law, the Board is allowed to take action only on items on the agenda. However, the Board may, at its discretion, refer a matter to school staff or calendar the issue for future discussion.

**Public Comment Rules for Agenda Items:**

Members of the public may address the Board on agenda items through the teleconference platform, Zoom. Zoom does not require the members of the public to have an account or login. Please either utilize the chat option to communicate to the administrative team of your desire to address the Board on that agenda item or simply communicate orally your desire to address the Board when the Board asks for public comment on that item. Public comment will be allowed following the staff report, if any, on each agenda item. Speakers may be called in the order requests are received. Comments are limited to 2 minutes each, with no more than 15 minutes per agenda item. If a member of the public utilizes a translator to address the Board, those members of the public are allotted 4 minutes each to accommodate translation time.

Note: The Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Governing Board Office at (530) 927-5137 at least 48 hours before the scheduled board meeting so every reasonable effort can be made to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)).