



# Bridges Charter School

## Board Meeting

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### Date and Time

Monday October 14, 2024 at 6:15 PM PDT

### Location

#### ONSITE MEETING LOCATION

Bridges Charter School

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1335 Calle Bouganvilla, Thousand Oaks, CA 91360

#### SATELLITE MEETING LOCATIONS

(required for board members joining remotely)

In Ventura County

:

1196 Portside Drive

Ventura, CA 93001

Outside Ventura County"

Community Members may choose to join in-person or via Zoom Meeting at

:

#### Join Zoom Meeting

<https://us02web.zoom.us/j/7670961601?pwd=eWkycUxoalo1NGJBdE5lSlh3Rk5GZz09>

Meeting ID: 767 096 1601

Passcode: 477881

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## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:15 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Katerina Yevmenkina	1 m
<b>B.</b> Call the Meeting to Order		Katerina Yevmenkina	1 m
<b>C.</b> Approval of Agenda	Vote	Katerina Yevmenkina	2 m
<b>D.</b> Approve Minutes	Approve Minutes	Katerina Yevmenkina	5 m
Approve minutes for Board Meeting on September 9, 2024			

	Purpose	Presenter	Time
<b>II. Presentations</b>			<b>6:24 PM</b>
<b>A.</b> Report from Marlo Hartsuyker, VCOE Director of Charter School Support and Oversight	FYI	Marlo Hartsuyker	2 m
<b>B.</b> Report from PAC PAC President, Abby Cluster, will join the Board to share updates from our PAC.	FYI	Kelly Simon	5 m
<b>C.</b> Reports from the Directors	Discuss	Kelly Simon	10 m

#### **Executive Director Report**

- Meet and Greet for CVUSD Candidates October 22nd 8:45-10:15am
- Unity Day and Bullying Awareness Month
- WASC Visit: December 11th

#### **Director of Daily Operations Report**

- FernLeaf Community Charter School = Letters of Encouragement (NC)
- Blood Drive: Vitalant (January) a non-profit blood provider to local hospitals, including Los Robles in Thousand Oaks
- Great Shake Out Drill October 17th 10:45

#### **Director of Student Success Report**

- Rite of Passage

### **III. Public Comments**

*Persons wishing to address the Board may do so at this time upon recognition from the President, or when the President requests comments from the Public as the Board is considering the item. Please state your name, community or organization you represent, and the topic you wish to share with the Board. You will be given 3 minutes to make your presentation. Pursuant to the Brown Act, the Board cannot enter into formal discussion with individuals making public comments to the Board. The Board cannot take action on any issues raised during public comments that are not on the meeting agenda. Individual members may respond to public comments during the individual Board Members section.*

### **IV. Governing Board** **6:41 PM**

	Purpose	Presenter	Time
<b>A.</b>	Contract Bidding for Back End Business Provider	Vote	Katerina Yevmenkina
			10 m

Given Section VIII of The Procurement and Contract Bidding Policy (<https://bridgescharter.org/wp-content/uploads/2022/08/BP3310.10ProcurementandContractBiddingAPPD121321.pdf>), the Board of Directors requests the solicitation of Formal Bids for services procured for Back End Business Providers.

The Board of Directors anticipates the service contract to be greater than \$25,000, and therefore the Charter School shall seek bids from those sources able to offer the best prices, consistent with quality, quantity, delivery, and service. To ensure that good value is received for funds expended, the request for bids shall be carefully designed to clearly and completely describe in detail the quality, delivery, and service required, and shall include the criteria that will be used to evaluate the offers and the relative weights given to the criteria.

Further, the request for bids shall specify the date in which all bids must be received by the Charter School.

Notice of the request for bids may be provided in one or more of the following ways:

- (1) Publishing the request for bids in at least one newspaper of general circulation within the boundaries of Ventura County, once a week for at least [two (2) weeks] before the deadline for receiving bids;
- (2) Posting the request for bids on the Charter School's website or other electronic portal for at least [two (2) weeks] before the deadline for receiving bids; and/or
- (3) Directly submitting notice of the request for bids to an adequate number of qualified sources to permit reasonable competition consistent with the nature and purpose of this policy. Any list of potential contractors/vendors that is generated must be current and include enough qualified sources to ensure reasonable open and free competition.

By approving this procurement, the Board prescribes the Executive Director to open bids as of October 15th, 2024 with the understanding that a bid that has been opened may not be changed for the purpose of correcting an error in the bid price.

However, bidders retain the right to withdraw a bid due to a material mistake in the bid. After bids have been opened, they shall be available for inspection or copy by any interested party. The Charter School must maintain the bid document(s) for the duration of the contract and for three (3) years beyond the completion of the contract.

	Purpose	Presenter	Time
<p>By opening the procurement of bids, the Board of Directors establishes a deadline of December 2nd so that contract bids can be reviewed and voted on at the scheduled public meeting on December 9th.</p> <p>Vote for approval of this procurement is recommended.</p>			
<b>B.</b>	Evaluative Criteria for Bids	Vote	Katerina Yevmenkina 7 m
<p>With the procurement of bids for Backend Business Service providers, the Board of Directors will establish the criteria for bid selection. The attached guidelines are open for discussion and feedback from the Board before approval.</p> <p>Approval of this item is recommended.</p>			
<b>V. Reports</b>			
<b>VI.</b>	<b>Consent Items</b>		<b>6:58 PM</b>
<b>A.</b>	Consent Items	Vote	Katerina Yevmenkina 2 m
<p>Consent Items: Items proposed for the consent calendar are noted on the posted agenda and are considered by the Director to be of a routine nature. Any item may be removed from the consent calendar at the request of any Board member and placed under the appropriate action category. A vote will be taken for the consent calendar so that any items requiring a vote can be properly addressed. It is recommended that all consent items be approved.</p>			
<p>6.1 Financial Reports</p> <p>6.1.1 Checks</p> <p>6.1.2 Financial Statements</p> <p>6.1.3 Purchase Orders</p> <p>6.1.4 Amazon Purchases</p>			
<p>6.2 Personnel Report</p>			
<b>VII.</b>	<b>Business and Operations</b>		<b>7:00 PM</b>
<b>A.</b>	Field Trip Proposal: Santa Barbara Adventure Company	Vote	Kelly Simon 3 m

	Purpose	Presenter	Time
	<p>In lieu of the overnight Astrocamp field trip, 4th and 5th grade teachers have opted for a day trip to Goleta with the Santa Barbara Adventure Company where the students take a bus and participate in a ropes course as well as challenge-games on the beach. Parents will be donating funds to cover the expense of this field trip in April.</p> <p>Approval of this item is recommended.</p>		
<b>B.</b>	Updated School Calendar to Reflect New ELOP Days	Vote Kelly Simon	2 m
	<p>To receive funds for the Expanded Learning Opportunity Program, we are required to offer 30 non-school days as part of the program. We have modified some of the formerly approved days for ELOP which are now represented accurately on our calendar. Approval of this item is recommended.</p>		
<b>C.</b>	2024-2025 CA-ERP (Escape) Frontline Agreement	Vote Kelly Simon	5 m
	<p>approval of this item is recommended.</p>		
<b>D.</b>	Field trip Proposal for Astrocamp	Vote Cindy McCarthy	3 m
	<p>Approval of this item is recommended.</p>		

## **VIII. Parents and Community**

## **IX. Curriculum and Instruction 7:13 PM**

<b>A.</b>	Administrative Goals	Vote Kelly Simon	5 m
	<p>Presented to the Board is a final draft of Leadership Goals for the 2024-2025 school year in alignment with the LCAP, WASC, and our Charter. The goals have been reviewed by the Board twice, and this version takes into account Board feedback.</p> <p>Approval of this item is recommended.</p>		

## **X. Special Projects/Programs 7:18 PM**

<b>A.</b>	Consideration of CSDC's CBO Program for Executive Director, NTE \$5,900	Vote Kelly Simon	5 m
	<p>The Charter Business Officer (CBO) Training program offered through Charter School Development Center brings together a new cohort of charter school business and operations leaders each spring to learn, problem-solve, network and share. The</p>		

	Purpose	Presenter	Time
	comprehensive hybrid program offers a rigorous curriculum that delivers the critical skills and knowledge required of charter school leaders with significant financial management, operational and oversight responsibilities. The training is an unparalleled opportunity for the state's charter school business leaders to develop and master the expertise needed to effectively navigate their organization's fiscal and operational health and long-term stability. CBO participants earn extensive training, resources and develop a statewide network of charter business leaders.		
	(https://www.chartercenter.org/events/cbo-training-program)		

**XI. Special Education**

**XII. Pupil Personnel**

**XIII. Support Services**

**XIV. Facilities**

**XV. Charter Policies 7:23 PM**

<b>A.</b>	BP 5142: Animals in School	Vote	Kelly Simon	3 m
	This is a new policy which outlines procedures for permitting animals on campus who meet certain qualifications including therapy animals, service animals, classroom pets, and animals on campus for educational purposes.			
	This policy has been closely reviewed by our Governance committee and is recommended for approval.			
<b>B.</b>	AR 5142.1: Request for Animals on School Site	Vote	Kelly Simon	2 m
	This form accompanies BP 5142 and is to be used when employees or other adults request an animal on campus.			
	This form has been closely reviewed by the Governance Committee, and approval is recommended.			
<b>C.</b>	AR 5142: Animals at School Service Animal Agreement and Authorization	Vote	Kelly Simon	5 m
	This form accompanies BP 5142 and specifically addresses potential requests for Service Animals on campus for students, staff, or visitors.			

	Purpose	Presenter	Time
This form has been closely reviewed by our Governance Committee, and approval is recommended.			
<b>D.</b>	Short Term Independent Study AR 6158.1		5 m
The short term independent study agreement is designed to provide a more straightforward form for classroom based students participating in independent study that can be approved for 1-15 days. The form includes the legally required Time, Manner, Frequency, and Place for reporting and aligns to BP 6158.			
<b>E.</b>	BP 9250.1: Gifts, Grants, and Donations Replacement Policy		5 m
In the event that Bridges Charter receives private and non-profit grants, gifts, and donations, the intent of the guidelines in this replacement policy is to establish a process governing the acceptance, valuation, and recognition of all types of grants, gifts, and donations received by the Charter School. This policy is intended to create practices that adequately safeguard public funds, provide for accountability, and ensure compliance with all state and federal laws.			
This policy has been closely reviewed by the Governance Committee and has been recommended for approval.			
<b>XVI. Closed Session</b>			
<b>XVII. Personnel</b>			
<b>XVIII. Closing Items</b>			<b>7:43 PM</b>
<b>A.</b>	Adjourn Meeting	Vote Katerina Yevmenkina	1 m