

APPROVED



## Scholarship Prep

# Minutes

## Regular Board Meeting

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### **Date and Time**

Wednesday March 22, 2023 at 12:30 PM

### **Location**

1010 W. 17th St.

Santa Ana, CA, 92706

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### **Zoom Meeting Information:**

**Meeting ID: 826 8631 5896**

**Passcode: 940801**

Scholarship Prep Orange County (17th Street) - 1010 West 17th Street, Santa Ana, CA 92706  
Legacy Room

Scholarship Prep Orange County (Grand Ave) - 1821 N Grand Ave, Santa Ana, CA 92705  
Admin Office

Scholarship Prep Oceanside - 4070 Mission Avenue, Oceanside, CA 92057  
Admin Office

Scholarship Prep South Bay- 24910 S. Avalon Blvd., Wilmington, CA 90744  
First-floor Kindergarten Classroom

John Ing, Treasurer, Two-way Teleconference Location - 1091 N. Batavia St., Orange, CA  
92867

The meeting will be accessible via teleconference using the information listed above and at the campus locations above.

**PUBLIC COMMENT:**

The public attending the teleconference are invited to address the Board during the meeting using the teleconference information above. The public in attendance at any of the teleconference locations are also invited to address the Board for comments. Alternatively, public comments can also be submitted via email to [comments@scholarshipschools.org](mailto:comments@scholarshipschools.org) with "Public Comment for Board Meeting (on date of the Board Meeting)" in the subject line. The comment should include the name of the commenter, the Agenda Item number, and the topic that is to be discussed. Comments must be received by 12:30pm of the day before the scheduled Board Meeting and will be read during the meeting based upon time limitations. If the statement is not read online due to time limitations, the comments will be provided to the board members.

Testimony shall be limited in content to matters pertaining to Scholarship Prep. The Board may not take any action on matters discussed during the public testimony period that are not listed on the agenda.

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**Directors Present**

C. Friedrichs, J. Ing, M. Toan

**Directors Absent**

C. Madaule, L. Otero, P. Watson

**Guests Present**

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**I. Opening Items**

**A. Quorum Check**

Charles Friedrichs mentioned and accepted Leandro Otero's resignation from the Board.

**B. Call the Meeting to Order**

C. Friedrichs called a meeting of the board of directors of Scholarship Prep to order on Wednesday Mar 22, 2023 at 12:35 PM.

**C. Pledge of Allegiance**

**D. Reading of the Scholarship Prep Mission Statement**

**E.**

### **Approval of the Agenda**

C. Friedrichs made a motion to approve the agenda.

J. Ing seconded the motion.

Items A and B of the Information Section switched placement. Items C-F of the Information Section were tabled. Closed session was then moved up after Information Section, followed by Consent Calendar and Action Items.

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

### **F. Invitation to Address the Board on Items on the Agenda**

### **G. Invitation to Address the Board on Items Not on the Agenda**

## **II. Information Section**

### **A. 2022-23 Second Interim Presentation**

Jason Sitomer from Charter Impact presented the second interim budget and projections for each campus, which were to be voted on later in the agenda.

The Oceanside campus, he reported a \$70,000 increase in revenue and \$190,000 decrease in expenses, a year-end surplus is projected at \$1.1 million.

The Orange County campuses, he reported a \$30,000 decrease in revenue and \$265,000 decrease in expenses, a year-end surplus is projected at \$575,000.

The South Bay campus, he reported a \$145,000 decrease in revenue and \$180,000 decrease in expenses, a year-end surplus is projected at \$760,000.

### **B. Clifton, Larson, Allen Audit Presentation**

Derrick DeBruyne from Clifton, Larson, Allen, presented on the following: financial highlights, cash reserves, ending net assets and the audit process. He reported a healthy financial position and one finding related to Independent Study.

Charles Friedrichs asked when the report is due to authorizers, which Derrick DeBruyne replied that there is a current extension to the original December 31st deadline of March 31st.

### **C. Oceanside Campus Update**

### **D. Orange County Campus Update**

### **E. South Bay Campus Update**

**F. Organization Update**

**III. Consent Calendar**

**A. February 14th, 2023 Regular Meeting Minutes**

C. Friedrichs made a motion to approve the minutes from Regular Board Meeting on 02-14-23.

M. Toan seconded the motion.

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

**B. ADA Compliance Certification for Scholarship Prep - South Bay**

**C. Transportation Policy**

**D. 2022-23 Title I Policy**

**E. Independent Auditor Selection**

**F. Occupational Therapist Job Description**

**G. School Operations Manager Job Description**

**H. Administration Compensation Plan**

**I. Classified Compensation Plan**

**J. Executive Assistant Job Description**

**K. Contract Extension: Scholarship Prep - Oceanside and TopNCatering, LLC**

**L. Contract Extension: Scholarship Prep and Revolution Foods, PBC**

**M. Scholarship Prep - Orange County Electronic Fence Policy**

**N. Approval of Consent Calendar**

C. Friedrichs made a motion to approve the consent calendar.

M. Toan seconded the motion.

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

**IV. Closed Session**

**A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Board entered closed session at 1:02pm.

Board resumed open session at 1:40pm.

Charles Friedrichs reported that they have agreed to an evaluation process, which they will implement this month.

**B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (§ 54956.8)**

Charles Friedrichs reported that they will continue to do their due diligence on the property located at 2011 N Grand Ave, Santa Ana, 92705.

**V. Action Items**

**A. Re-election of John Ing to Scholarship Prep's Board of Directors (two-year term - 12/22 - 12/24)**

C. Friedrichs made a motion to Re-election of John Ing to Scholarship Prep's Board of Directors (two-year term - 12/22 - 12/24).

M. Toan seconded the motion.

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

Charles Friedrichs clarified as to why this action item was brought to the Board again after also being on the February 14, 2023 agenda. He stated that since John Ing abstained from voting for himself at that meeting, quorum was not achieved.

**B. 2021-22 Audit**

C. Friedrichs made a motion to approve the 2021-22 Audit.

J. Ing seconded the motion.

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

**C. Scholarship Prep - Orange County 2022-2023 Second Interim Budget**

C. Friedrichs made a motion to approve Scholarship Prep - Orange County 2022-2023 Second Interim Budget.

M. Toan seconded the motion.

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

**D. Scholarship Prep - Oceanside 2022-23 Second Interim Budget**

C. Friedrichs made a motion to approve Scholarship Prep - Oceanside 2022-23 Second Interim Budget.

J. Ing seconded the motion.

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

**E. Scholarship Prep - South Bay 2022-23 Second Interim Budget**

C. Friedrichs made a motion to approve Scholarship Prep - South Bay 2022-23 Second Interim Budget.

M. Toan seconded the motion.

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

**F. Consulting Agreement Between Red Hook Capitol Partners and Scholarship Prep**

C. Friedrichs made a motion to approve Consulting Agreement Between Red Hook Capitol Partners and Scholarship Prep.

M. Toan seconded the motion.

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

**VI. Closing Items**

**A. Board Comments and Future Agenda Items**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:48 PM.

Respectfully Submitted,  
C. Friedrichs

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**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATION MAY BE MADE**

Notice is hereby given that, consistent with the requirements of the Brown Act, special presentations not mentioned in the agenda may be made at this meeting.

However, any such presentation will be for information only.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Arthur Congo.

Email: [acongo@scholarshipschools.org](mailto:acongo@scholarshipschools.org)

**BOARD DOCUMENTS**

Agenda documents that have been distributed to members of the Board and are available for inspection online by requesting from Arthur Congo at [acongo@scholarshipschools.org](mailto:acongo@scholarshipschools.org) "during

normal school business hours Mon- Friday" or at any of the Scholarship Prep School Offices during regular business hours.

Scholarship Prep Orange County (17th Street) - 1010 West 17th Street, Santa Ana, CA 92706  
7:30 a.m. to 4:00 p.m. Monday through Friday

Scholarship Prep Orange County (Grand Ave) - 1821 N Grand Ave, Santa Ana, CA 92705  
7:30 a.m. to 4:00 p.m. Monday through Friday

Scholarship Prep Oceanside - 4070 Mission Avenue, Oceanside, CA 92057  
7:30 a.m. to 4:30 p.m. Monday through Friday

Scholarship Prep South Bay- 24910 S. Avalon Blvd., Wilmington, CA 90744  
7:30 a.m. to 4:00 p.m. Monday through Friday

#### **FOR MORE INFORMATION**

For more information concerning this agenda, please contact Jason Watts at:  
**[jwatts@scholarshipschools.org](mailto:jwatts@scholarshipschools.org)**