APPROVED

Scholarship Prep

Minutes

Regular Board Meeting

Date and Time
Thursday March 20, 2025 at 2:00 PM

Location
4070 Mission Ave.
Oceanside, CA, 92057

Zoom Meeting Information:
Meeting ID: 847 7579 6164
Passcode: 212359

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
Room 233

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

Additional Teleconference Location: 1902 West Chestnut Avenue, Santa Ana CA 92703

Additional Teleconference Location: 22 Conejo Cir, Palm Desert, CA 92260

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

PUBLIC COMMENT:
The public is invited to address the Board during the meeting using the Zoom meeting information above, or from any of the teleconference locations. Alternatively, public comments can also be submitted via email to 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.

Members of the public may address the Board at regular meetings on agenda or non-agenda items that are within the subject matter jurisdiction of the Board, and at special meetings on agenda items only. Speakers may be called in the order that requests are received, with speakers attending the meeting called prior to reading written comments submitted by email, or may be grouped by subject area. Comments are limited to three (3) minutes per speaker with no more than 15 minutes per single topic so that as many people as possible may be heard. . The Board may not take any action on matters discussed during the public testimony period that are not listed on the agenda.

Directors Present
B. George (remote), C. Friedrichs, J. Ing (remote), M. Toan (remote), P. Watson (remote)

Directors Absent
None

Directors who left before the meeting adjourned
M. Toan

I. Opening Items

A. Quorum Check

B. Call the Meeting to Order

C. Friedrichs called a meeting of the board of directors of Scholarship Prep to order on Thursday Mar 20, 2025 at 2:02 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.
B. George seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Ing	Aye
C. Friedrichs	Aye
B. George	Aye
M. Toan	Aye
P. Watson	Aye

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. Brown Act, Conflict of Interest, and Ethics Training Presentation from Procopio

Kevin Davis from Procopio provided an overview of the latest developments in governance and ethics training. He began with a quick review of what topics were covered in the first half of the training at our last meeting on February 20th, which included laws related to personal financial gain, "perks" of office, and transparency laws. Kevin continued the presentation and training covering focusing on government transparency laws and laws relating to fair process.

Board President, Charles Friedrichs, asked if the presentation would be available. Kevin said that he would make sure to send the presentation with the certificates of completion to us.

B. Scholarship Prep - Oceanside Campus Update

Principal Nicholas Sessions presented the Oceanside campus update, covering topics such as the school's mission and vision, an enrollment update, the electives offered at the site, the STEM spotlight at the open house later that afternoon, Wooden Awards, Caught Reading awards, a recent family engagement event to see the San Diego Gulls game, a shout-out to the Pep Squad for providing the coffee and nutrition cart for staff, the San Marcos College tour on April 1st sponsored by the Pep Squad, Donuts and Data on April 2nd for 3rd-8th grade families, Kindness Week in February, College and Career Week next week, Music March Madness, monthly pep rallies, and the Gardening Club.

C. Organization Update

Executive Director, Jason Watts, provided the organization update and provided information:

- A full team attended the CCSA Conference in Sacramento last week. While the conference was productive, some team members, including Jason Watts, returned with colds. Despite this, the conference provided valuable bonding and learning opportunities for the team.
- Riverside Campus Update:Construction is progressing well, with the campus slated to open in August. There's optimism that the entire campus may be ready for the fall. A meeting with the construction company's CEO (BDI) confirmed that the timeline is still feasible.
- Inland Empire Recruitment: Recruitment efforts have been strong, with canvassing only starting this month. Applications are nearing 100 for each site (South, Upland, and Riverside), showing the effectiveness of neighborhood canvassing. Special recognition was given to the Riverside principal, who is managing both Riverside and Upland campus communications.
- Enrollment Process: The enrollment process has been more streamlined than ever before, thanks to a connected approach between canvassing and the application process. Andrew Crow and Rachel Foy's teams are playing key roles in keeping everything aligned and communicating with families.
- The Charter School Growth Fund will visit all campuses except Oceanside. This due diligence process is expected to last several months and involves gathering a significant amount of documentation. This partnership aims not only for potential funding support but also to assist with organizational growth, both in terms of operations and academic outcomes.

D. 2024-25 Second Interim Presentation from Charter Impact

Tracy Haberman from Charter Impact provided the second interim presentation. The second interim report, covering the period ending in January, provides a more accurate financial picture as it occurs halfway through the year. This is one of four main reporting periods:

1. 1st Interim (end of October) – Early in the year, focused on adjusting staffing and other initial budget elements.
2. 2nd Interim (end of January) – Provides a clearer financial view for the year.
3. Unaudited Actuals (UAR) – Final financials in June.
4. Next Year's Budget – Planned budget for the upcoming year.

This report is presented to authorizers and counties as part of the regular financial reporting process.

Charles Friedrichs asked if a lot of fluctuations in revenue and expenses were related to ADA and enrollment. Tracy confirmed that attendance and enrollment are key drivers in performance.

Board member, Peter Watson, inquired about the impact of the new independent study approach on ADA (Average Daily Attendance). Tracy Haberman from Charter Impact responded that increasing independent study helps boost funding, with $14,000-$16,000 per student/ADA. **J**ason Watts shared that the focus on independent study had historically yielded positive results but was less emphasized in recent years due to various challenges, including COVID-19. However, with new changes to independent study requirements, efforts have been revitalized, leading to improved outcomes. Chief Operating Officer Sarah Schoenfel-Nakamoto also mentioned that two sites are seeing ADA numbers around 98-99%, with one site at 95-96%, significantly higher than previous figures, which positively impacts funding.

III. Consent Calendar

A. January 16th Regular Meeting Minutes

P. Watson made a motion to approve the minutes from Special Board Meeting on 01-16-25.
J. Ing seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Ing	Aye
B. George	Aye
C. Friedrichs	Aye
M. Toan	Aye
P. Watson	Aye

B. February 20th Regular Meeting Minutes

P. Watson made a motion to approve the minutes from Regular Board Meeting on 02-20-25.
J. Ing seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. George	Aye
J. Ing	Aye
M. Toan	Aye
C. Friedrichs	Aye
P. Watson	Aye

C. March 3rd Special Meeting Minutes

P. Watson made a motion to approve the minutes from Special Board Meeting on 03-03-25.
J. Ing seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Toan	Aye
P. Watson	Aye
B. George	Aye
J. Ing	Aye
C. Friedrichs	Aye

D. December Financials and Check Register

E. January Financials and Check Register

F. Scholarship Prep - South Bay J13 Submission

G. Scholarship Prep - Orange County Expanded Learning Opportunities Program Plan Guide

H. Scholarship Prep - Oceanside Expanded Learning Opportunities Program Plan Guide

I. Scholarship Prep - South Bay Expanded Learning Opportunities Program Plan Guide

J. Scholarship Prep - Riverside Purchase from GovConnection, Inc. in the amount of $148,171.52.

K. Scholarship Prep - Orange County and Scholarship Prep - Oceanside contract with Toshiba Financial Services.

L. Scholarship Prep - Riverside Purchase from A&M Furniture in the amount of $104,505.68.

M. Scholarship Prep Employee Handbook Revision

N. Independent Auditor Selection - CliftonLarsonAllen LLP

O. Updated Fiscal Policies and Procedures Manual

P. AR/AP Technician Job Description

Q. Updated Classified Compensation Plan

R. Approval of Consent Calendar

P. Watson made a motion to approve.
J. Ing seconded the motion.

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

Roll Call

C. Friedrichs	Aye
B. George	Aye
M. Toan	Aye
J. Ing	Aye
P. Watson	Aye

IV. Action Items

A. Re-election of John Ing to Scholarship Prep's Board of Directors (three-year term - 12/24 - 12/27)

C. Friedrichs made a motion to approve.
B. George seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Toan	Aye
C. Friedrichs	Aye
P. Watson	Aye
B. George	Aye
J. Ing	Abstain

B. Scholarship Prep - Orange County 2025-26 Declaration of Need for Fully Qualified Educators

C. Friedrichs made a motion to approve.
M. Toan seconded the motion.
Board President, Charles Friedrichs, asked for background information on action items B through E. Jason Watts discussed the ongoing challenges in meeting credentialing requirements for staff, particularly due to hiring difficulties in California. This document, which is completed annually, provides flexibility in staffing, allowing the use of interns or similar alternatives when fully credentialed teachers are not available. This flexibility has been necessary for some time due to the challenges in hiring qualified educators. This is a recurring item that has been addressed in previous years as well.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Toan	Aye
J. Ing	Aye
P. Watson	Aye
C. Friedrichs	Aye
B. George	Aye

C. Scholarship Prep - Oceanside 2025-26 Declaration of Need for Fully Qualified Educators

C. Friedrichs made a motion to approve.
J. Ing seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Ing	Aye
P. Watson	Aye
B. George	Aye
C. Friedrichs	Aye
M. Toan	Aye

D. Scholarship Prep - South Bay 2025-26 Declaration of Need for Fully Qualified Educators

C. Friedrichs made a motion to approve.
B. George seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Friedrichs	Aye
M. Toan	Aye
B. George	Aye
P. Watson	Aye
J. Ing	Aye

E. Scholarship Prep - Riverside 2025-26 Declaration of Need for Fully Qualified Educators

C. Friedrichs made a motion to approve.
J. Ing seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Toan	Aye
J. Ing	Aye
P. Watson	Aye
C. Friedrichs	Aye
B. George	Aye

F. Scholarship Prep - Orange County 2024-25 Second Interim Report

C. Friedrichs made a motion to approve.
B. George seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. George	Aye
M. Toan	Aye
C. Friedrichs	Aye

Roll Call

J. Ing	Aye
P. Watson	Aye

G. Scholarship Prep - Oceanside 2024-25 Second Interim Report

C. Friedrichs made a motion to approve.
J. Ing seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Ing	Aye
C. Friedrichs	Aye
P. Watson	Aye
B. George	Aye
M. Toan	Aye

H. Scholarship Prep - South Bay 2024-25 Second Interim Report

C. Friedrichs made a motion to approve.
M. Toan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

P. Watson	Aye
M. Toan	Aye
B. George	Aye
C. Friedrichs	Aye
J. Ing	Aye

V. Closed Session

A. Public Employee Performance Evaluation (Gov. Code § 54957) Title: Executive Director

The Board entered the closed session at 3:22 pm.

B. Closed session to discuss real property negotiations regarding lease of property in Upland, California.

VI. Return to Open Session

A. Report Out of Closed Session, if any

Board Chair, Charles Friedrichs, reported out of close session at 3:55 pm. There was nothing to report out of closed session.
M. Toan left at 3:46 PM.

VII. Closing Items

A. Board Comments and Future Agenda Items

Jason Watts added that he left one update out of his organization update earlier in the meeting. He spoke about the SDCOE oversight visit at the Oceanside Campus. The SDCOE oversight visit took place last week and was a great success. Dr. Sessions and his team received praise for their efforts. Special Education Director Anarely Sedano was commended by the County Special Ed team for the quality of IEPs, documentation, and organization. The visit resulted in a highly positive report, which aligns with the renewal process. Congratulations to all involved.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:56 PM.

Respectfully Submitted,
C. Friedrichs

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.

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 Jason Watts.
Email: jwatts@scholarshipschools.org

BOARD DOCUMENTS
Agenda documents that have been distributed to members of the Board are available for inspection online by requesting from Jason Watts at jwatts@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

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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