



Urban Charter School Collective

Regular Board Meeting

Published on November 5, 2024 at 4:54 PM PST

Date and Time

Monday October 14, 2024 at 6:00 PM PDT

Location

Yav Pem Suab Academy
Professional Development Room
7555 S Land Park Drive, Sacramento, CA 95831

Agenda

Presenter

Time

I. Opening Items

6:00 PM

A. Call the Meeting to Order

Xai Lor

1 m

As we recognize National Principals Month this October, the UCSC regular board meeting is called to order in honor of Principal Lor. Her dedication and leadership at YPSA have been pivotal in creating a supportive and thriving environment for both scholars and staff. We begin today's meeting by acknowledging her exceptional impact and recording our appreciation in the board minutes.

B. Board Roll Call

Xai Lor

2 m

C. Adjust and Approve Agenda as Needed

2 m

	Presenter	Time
D. Public Comment	Alva Sanchez	5 m
Two Minutes Per Person and Ten Minutes Per Issue Listed in the Agenda		

This portion of the meeting is set aside for members of the audience to address the Board regarding matters on agenda and non-agenda items but within the Board's subject matter jurisdiction. Public comments may be emailed to publiccomment@urbancsc.org or provided in person at the meeting. The submission deadline for written public comments shall be no later than 3:00 p.m. on the day of the meeting. If you intend to address the Board in person, please fill out a public comment card upon arrival. Comments are limited to two (2) minutes per person and ten (10) minutes per issue. Individuals using an interpreter will be allowed twice the time limit indicated here. By law, the Board is allowed to act only on agenda items. The Board is not allowed to take action on any item which is not on the agenda. As such, the Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

II. Academy Council/Principal Update to the Board **6:10 PM**

The Academy Council serves as the governing body at the local level and is tasked with implementing the programs outlined in the charter. This Council is responsible for making decisions and establishing procedures that ensure the school operates effectively on a daily basis. It also ensures that the school's mission and goals are achieved and that the school budget is used efficiently.

A. Academy Council/Principal Report	Mary Lor	25 m
--	----------	------

1. Academy Council/Principal Report
2. Curriculum and Instructional/Achievement Data Update
3. LCAP Update
4. Enrollment and Attendance
5. Teaching and Learning & Professional Development
6. Instructional Programs (Core, HLD, and Movement)
7. Foundational Skills MobyMax
8. Expanded Learning Opportunities Program
9. Health and Safety
10. Review Annual Performance Report (APR)
11. Review Staff Evaluation Process

III. Action Items

6:35 PM

- | | | | |
|----|--|-----------|-----|
| A. | Updates to the YPSA Expanded Learning Opportunities Program Plan (ELO-P) | Megan Lao | 5 m |
|----|--|-----------|-----|

In accordance with EC Section 8482.3(g)(1) the board will receive and review Academy Council's proposed updates to YPSA ELO Plan. The plan should be periodically reviewed and adjusted to reflect the needs of the community, updates in the law, and to provide continuous improvement in the development of an effective ELO-P. The LEA is responsible for creating, reviewing, and updating the program plan every three years in accordance. After the presentation, board members will discuss and approve the updated plan.

- | | | | |
|----|---|-----------|-----|
| B. | Updates to the YPSA Educator Effectiveness Block Grant Expenditure Plan | Megan Lao | 5 m |
|----|---|-----------|-----|

The board will receive and review an updated expenditure plan for the implementation of the adopted YPSA Educator Effectiveness Block Grant Plan previously adopted on December 15, 2021. The plan has been updated to support new teachers and administrators

- | | | | |
|----|---|-----------|------|
| C. | Designation of Controlling Party for Financial Compliance | Megan Lao | 20 m |
|----|---|-----------|------|

In accordance with regulatory compliance requirements, the board is requested to formally designate a controlling party to act on behalf of UCSC in matters that require executive oversight and financial authority. This individual will represent the organization in financial and banking matters, establishing control and signature authority as necessary. The board will discuss and vote on the individual or combination of officers best suited to fulfill this role, considering the operational, financial, and governance responsibilities necessary for effective financial oversight and compliance.

Options for Designations of a Controlling Party

1. **Executive Officers:** *Key officers such as the Executive Director, CEO, or President often serve as controlling parties due to their operational authority over the nonprofit's activities and finances. As they are actively involved in day-to-day operations, they are well-positioned to oversee financial decisions and ensure organizational compliance.*
2. **Board Members (Trustees or Directors):** *Members of the Board of Directors, particularly those in leadership roles like the Chairperson or Treasurer, are*

frequently designated as controlling parties. These individuals are responsible for the nonprofit's strategic direction, financial management, and adherence to regulatory requirements, making them suitable for oversight of financial matters.

- 3. Treasurer or CFO (If Applicable):** *The Treasurer or CFO, when present, often qualifies as a controlling person due to their specific focus on managing the organization's financial activities, reporting, and budget allocation. Their expertise in financial management aligns with the responsibilities expected of a controlling party.*

IV. Monthly Administrative Report

7:05 PM

Administrators provide updates on the school's operations, curriculum, and instructional practices, offering insights into the current status of the school and the overall organization.

A. 9.1 Special Education Director Report Jim Vue 10 m

B. 9.2 Chief Financial Officer Report Megan Lao 5 m

1. Actual Enrollment and ADA Compared to 45-Day Projections
2. 2023-24 YE Audit Field Work
3. Calendar of Upcoming Deadlines

C. 9.3 Superintendent Report Lee Yang 5 m

V. Consent Agenda Items

7:25 PM

Items on the Consent Agenda are deemed routine by the Board and will be approved collectively in a single motion. There will be no discussion of these items before the vote unless Board members, staff, or the public request that specific items be removed for individual discussion and voting. Any items removed from the Consent Agenda will be discussed separately and voted on individually.

A. Meeting Minutes Alva Sanchez 5 m

1. Regular Board Meeting Minutes for August 12, 2024
2. Special Board Meeting Minutes for September 24, 2024

VI. Refreshment Break

7:30 PM

Attendees are provided an opportunity to rest and refresh.

A. 10-Minute Break

10 m

VII. Informational Item

7:40 PM

A. Business Office Redesign for Enhanced Operational Efficiency and Strategic Alignment with Staff Retention and Student Attendance Goals

Megan Lao

5 m

The board will receive and review a proposal from staff aimed at redesigning the Business Office. The proposal outlines improvements to processes and systems, which are intended to enhance staff retention and increase student attendance. This initiative is designed to streamline administrative functions and realign resources with the organization's strategic priorities, thereby enhancing overall effectiveness and goal achievement. After the presentation, board members will discuss the proposal and provide feedback.

VIII. Board Strategic Planning Session

7:45 PM

Board planning session to review ongoing items like fiscal responsibilities and board priorities. Discussion topics may cover updates from any or all of the following subcommittees: Finance, Policy, and Board Member Recruitment.

A. Finance Committee Report

5 m

B. Adhoc New Board Member Recruitment Subcommittee Report

5 m

C. Annual Board Self Evaluation

5 m

D. Board Member Report(s)

20 m

IX. Closing Items

8:20 PM

A. Closed Session

25 m

Board enters a closed session to discuss public employee appointments and resignations, and matters concerning performance evaluation and compensation of the Superintendent as allowed under Government Code Section 54957.

Personnel (hiring, dismissal, release, reassignment, compensation, evaluation, etc.)
(Cal. Gov't. Code § 54957.1 (a)(5))

Presenter

Time

1. Hiring
2. Resignation

X. Return to Open Session

8:45 PM

Report out on closed session actions and the vote(s) taken on those actions.

A. Report Out of Closed Session

Xai Lor

5 m

B. NEW BUSINESS

5 m

New business proposes an issue that is new to this meeting. It may be something not discussed before or something that was defeated at a past meeting (or even at the last meeting).

C. BOARD MEMBERS IDENTIFY ITEMS FOR NEXT BOARD MEETING

5 m

Members bring forward new ideas or projects the board needs to start considering or topics that have arisen since the last meeting requiring board attention.

XI. Adjourn

9:00 PM

A. Adjourn Meeting

Xai Lor

In recognition of National Principals Month, the UCSC Board will adjourn the October 14, 2024 regular meeting in honor of Principal Lor, whose commitment and leadership have significantly shaped the YPSA community. Her dedication ensures an environment where scholars and staff thrive, and this recognition will be preserved in the board's official minutes.