



Amethod Public Schools

Regular Meeting of the AMPS Board of Directors

Published on November 12, 2021 at 3:02 PM PST

Amended on November 17, 2021 at 5:03 PM PST

Date and Time

Wednesday November 17, 2021 at 6:00 PM PST

This meeting will be by teleconference pursuant to [Government Code Section 54953\(e\)](#).

The Board of Directors (Board) and employees of Amethod Public Schools shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

<https://us02web.zoom.us/j/85927743546>

Participating by Telephone: 669-900-9128 Meeting ID: 85927743546

Public Comment: Members of the public who wish to comment on an agenda item please physically raise your hand, use the raise hand tool in the zoom meeting platform or press star (*) nine if joining by telephone. The Board Chair will call on you. Please note that comments are limited to two minutes. The Board Chair may increase or decrease the time allowed for public comment, depending upon the topic and number of persons wishing to be heard.

Access to Board Materials: A copy of the written materials which will be submitted to the School Board may be reviewed by any interested persons on the Amethod Public School's website at www.amethodschools.org along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 72 hours prior to the meeting by calling (510) 701 -2415. All efforts will be made for

reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A.	Call the Meeting to Order	Gilbert Lopez Jr.	1 m
B.	Roll Call	Luis Romo	3 m
C.	Announcements	Gilbert Lopez Jr.	6 m
D.	Public/Board Comments		
II. Business I			6:10 PM
A.	Approval of Findings regarding Virtual Board meetings pursuant to AB 361 and Government Code Section 54953	Vote Gilbert Lopez Jr.	
	Board findings pursuant to Government Code Section 54953(e)		
	The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.		
III. Consent Agenda			6:10 PM
A.	Approval of Consent Agenda	Vote	5 m
	1. Approval of Amended Independent Study Policy 2. Approval of Notification to ACOE of Bank Account for Electronic Receipt of Apportionment Funding		

	Purpose	Presenter	Time
3. Approval of Change Order #26 for Westgate Construction			
4. Approval of Work Expectations Policy (Revised Temporary Telework Work)			
5. Approval of Corporate Resolution of Authority to Change Signers for Umpqua Bank			
B. Approval of Board Minutes 10/20/2021	Approve Minutes	Luis Romo	
IV. Business II			6:15 PM
A. CEO Report	Discuss		15 m
B. Northwest Evaluation Association (NWEA) Data Presentation	Discuss	Michael Bradley	15 m
V. Closed Session			6:45 PM
A. CONFERENCE WITH LEGAL COUNSEL-- ANTICIPATED LITIGATION			30 m
Significant exposure to litigation pursuant to Paragraph (2) or (3) of subdivision (d) of Section 54956.9: (one case)			
VI. Closing Items			7:15 PM
A. Adjourn Meeting			

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 PRESENTATIONS MAY BE MADE.** Notice is hereby given that; consistent with the requirements of the Ralph Brown Open Meeting 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 A DISABILITY.** Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, 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 the Amethod Public School Inc., 2101 Livingston Street Second Floor. Oakland, CA 94606; telephone, (510) 434-7017 ext.117 info@amethodschools.org. **FOR MORE INFORMATION.** For more information concerning this agenda, please

contact Amethod Public Schools Main Administration, 2101 Livingston St. Second Floor. Oakland, CA 94606; telephone, (510) 436-0172 ext. 106; Email: lromo@amethodschools.org

Coversheet

Approval of Consent Agenda

Section: III. Consent Agenda
Item: A. Approval of Consent Agenda
Purpose: Vote
Submitted by:

Related Material:

AMPS Independent Studies Policy (AB 130 and AB 167 Compliant) Final.pdf
Briefing_Sheet_111721_-_Approval_of_Notification_to_ACOE_of_Bank_Account_for_Electronic_Receipt_of_Appportionment_Funding.pdf
CSC Resolution Nov-21.pdf
Briefing_Sheet_111721_-_Westgate_Change_Order__26.pdf
AMPS CO #26 - EXTENDED GCs R9-30-21.pdf
Revised Temporary Telework Policy.pdf
Briefing_Sheet_111721_-_Change_Signers_for_Umpqua_Bank.pdf
AMPS_Bank_Signing_Authority_Board_Resolution_Nov-21.pdf



Board Policy Number: 5014

Adopted: August 2, 2021

Revised: November 17, 2021

Amethod Public Schools Independent Study Policy

AMPS Charter School may offer independent study to meet the educational needs of pupils enrolled in the charter school. Independent study is an optional alternative education in which no student may be required to participate and is designed to teach the knowledge and skills of the core curriculum. AMPS will enforce the adopted Independent Study Policy in consideration that excessive leniency of these terms can result in pupils falling far behind their peers as to increase, rather than decrease, the risk of their dropping out of school. AMPS Charter School shall provide appropriate existing services and resources to enable pupils to complete their independent study successfully.

The following written policies have been adopted by the Board for implementation at the Charter School:

1. For pupils in all grade levels offered by the School, the maximum length of time that may elapse between the time an assignment is made and the date by which the pupil must complete the assigned work shall be five (5) school days.
2. The Principal or designee shall conduct an evaluation to determine whether it is in the best interests of the pupil to remain in independent study upon the following triggers:
 - a. When any pupil fails to complete three (3) assignments during any period of five (5) school days.
 - b. In the event the pupil's educational progress falls below satisfactory levels as determined by the Charter School's SST processes, which considers ALL of the following indicators:
 - i. The pupil's achievement and engagement in the independent study program, as indicated by the pupil's performance on applicable pupil-level measures of pupil achievement and pupil engagement set forth in Education Code Section 52060(d) paragraphs (4) and (5).
 - ii. The completion of assignments, assessments, or other indicators that evidence that the pupil is working on assignments.
 - iii. Learning required concepts, as determined by the supervising teacher.
 - iv. Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

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A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. This record shall be maintained for a period of three years from the date of the evaluation and if the pupil transfers to another California public school, the record shall be forwarded to that school.

3. The Charter School shall provide content aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high school grade levels this shall include access to all courses offered by the Charter School for graduation and approved by the UC or CSU as creditable under the A-G admissions criteria.
4. For pupils who participate in independent study for fifteen (15) or more schooldays in a school year, the Charter School has adopted tiered reengagement strategies for the following pupils:
 - a. All pupils who are not generating attendance for more than three (3) school days or 60% of the instructional days in a school week, or 10 percent of required minimum instructional time over four continuous weeks of the Charter School's approved instructional calendar;
 - b. Pupils found not participatory pursuant to Education Code Section 51747.5 for more than the greater of three schooldays or 60 percent of the scheduled days of synchronous instruction in a school month as applicable by grade span; or
 - c. Pupils who are in violation of the written agreement pursuant to Education Code Section 51747(g).

These procedures shall include, but are not necessarily limited to, all of the following:

- a. Verification of current contact information for each enrolled pupil;
- b. Notification to parents or guardians of lack of participation within one (1) school day of the recording of a non-attendance day or lack of participation;
- c. A plan for outreach from the Charter School to determine pupil needs including connection with health and social services as necessary;
- d. A clear standard for requiring a pupil-parent-educator conference to review a pupil's written agreement and reconsider the independent study program's impact on the pupil's achievement and well-being, consistent with the policies adopted pursuant to paragraph (4) of subdivision (g) of Education Code Section 51747.¹

¹ The tiered reengagement strategies shall not apply to independent study offered due to school closure or material decrease in attendance for 15 school days or less for affected pupils under one or more of the circumstances described in Education Code Sections 46392 and 46393 for which the Charter School files an affidavit seeking an allowance of attendance due to emergency conditions.

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5. For pupils who participate in independent study for fifteen (15) or more schooldays in a school year, the following plan shall be in place in accordance with Education Code Section 51747(e) for synchronous instruction and live interaction:
 - a. For pupils in transitional kindergarten through grade 3, inclusive, the plan to provide opportunities for daily synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows:
 - i. "Synchronous instruction" means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and pupil. Synchronous instruction shall be provided by the teacher of record for that pupil pursuant to Section 51747.5.
 - ii. The supervising teacher will deliver daily synchronous instruction to the pupil;
 - iii. Instruction will be delivered primarily as classroom-style instruction, through a hybrid classroom;
 - iv. When classroom-style instruction is not possible, instruction will be delivered as one-on-one instruction, in the form of zoom meetings or other form of live communication between the pupil and the supervising teacher.
 - b. For pupils in grades 4-8, inclusive, the plan to provide opportunities for daily live interaction between the pupil and a certificated or non-certificated employee of the Charter School and at least weekly synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows:
 - i. "Synchronous instruction" means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and pupil. Synchronous instruction shall be provided by the teacher of record for that pupil pursuant to Section 51747.5.
 - ii. "Live interaction" means interaction between the pupil and local educational agency classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of internet or telephonic communication.
 - iii. The supervising teacher will deliver weekly synchronous instruction to the pupil;
 - iv. Instruction will be delivered primarily as classroom-style instruction, through a

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- hybrid classroom;
 - v. When classroom-style instruction is not possible, instruction will be delivered as one-on-one instruction, in the form of zoom meetings or other form of live communication between the pupil and the supervising teacher.
 - vi. A staff member at the Charter School will provide daily live interaction with the pupil;
 - vii. Interactions will occur through zoom meetings, phone calls, or another type of two-way communication between the pupil and the staff member.
- c. For pupils in grades 9-12, inclusive, the plan to provide opportunities for at least weekly synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows:
- i. "Synchronous instruction" means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and pupil. Synchronous instruction shall be provided by the teacher of record for that pupil pursuant to Section 51747.5.
 - ii. The supervising teacher will deliver weekly synchronous instruction to the pupil;
 - iii. Instruction will be delivered primarily as classroom-style instruction, through a hybrid classroom;
 - iv. When classroom-style instruction is not possible, instruction will be delivered as one-on-one instruction, in the form of zoom meetings or other form of live communication between the pupil and the supervising teacher.²
6. For students who participate in independent study for fifteen (15) or more schooldays in a school year, the following plan shall be utilized to transition pupils whose families wish to return to in-person instruction from independent study expeditiously, and, in no case, later than five instructional days:
- a. The Charter School will alert front office staff and the pupil's teachers that the pupil will be returning to in-person instruction;
 - b. The Charter School will provide the pupil with their weekly schedule and any other necessary material;

² The plan for synchronous instruction and live interaction shall not apply to independent study offered due to school closure or material decrease in attendance for 15 school days or less for affected pupils under one or more of the circumstances described in Education Code Sections 46392 and 46393 for which the Charter School files an affidavit seeking an allowance of attendance due to emergency conditions.

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- c. The Charter School will check-in with the student, the morning of return, to ensure the pupil is ready for classes;
 - d. The Charter School will monitor the pupil's progress for two weeks and check-in with the pupil at least twice over the two-week period.³
7. A current written agreement shall be maintained on file for each independent study pupil, including but not limited to, all of the following:
- a. The manner, time, frequency, and place for submitting a pupil's assignments, for reporting the pupil's progress, and for communicating with a pupil's parent or guardian regarding a pupil's academic progress.
 - b. The objectives and methods of study for the pupil's work, and the methods utilized to evaluate that work.
 - c. The specific resources, including materials and personnel, that will be made available to the pupil. These resources shall include confirming or providing access to all pupils to the connectivity and devices adequate to participate in the educational program and complete assigned work.
 - d. A statement of the policies adopted pursuant to Education Code Section 51747 subdivisions (a) and (b) regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed prior to an evaluation of whether or not the pupil should be allowed to continue in independent study.
 - e. The duration of the independent study agreement, including beginning and ending dates for the pupil's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one school year.
 - f. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.
 - g. A statement detailing the academic and other supports that will be provided to address the needs of pupils who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the pupil's individualized education program or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), pupils in foster care or experiencing homelessness, and pupils requiring mental health

³ The plan to transition pupils whose families wish to return to in-person instruction shall not apply to independent study offered due to school closure or material decrease in attendance for 15 school days or less for affected pupils under one or more of the circumstances described in Education Code Sections 46392 and 46393 for which the Charter School files an affidavit seeking an allowance of attendance due to emergency conditions.

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supports.

- h. The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class or program pursuant to Education Code Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.
 - i. Each written agreement shall be signed, prior to the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or care giver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil. The written agreement shall also be signed by the CEO or designee for any pupil participating in independent study for fifteen (15) or more schooldays in a school year. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of the Family Code.
 - i. Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education, that may be a marking that is either computer generated or produced by electronic means and is intended by the signatory to have the same effect as a handwritten signature. The use of an electronic signature shall have the same force and effect as the use of a manual signature if the requirements for digital signatures and their acceptable technology, as provided in Section 16.5 of the Government Code and in Chapter 10 (commencing with Section 22000) of Division 7 of Title 2 of the California Code of Regulations, are satisfied.
 - ii. For the 2021–22 school year only, the Charter School shall obtain a signed written agreement for an independent study program of any length of time no later than 30 days after the first day of instruction in an independent study program or October 15, whichever date comes later.
8. AMPS Charter School shall comply with the Education Code Sections 51745 through 51749.3 and the provisions of the Charter School's Act and the State Board of Education regulations adopted there under.
9. The Principal may establish regulations to implement these policies in accordance with the law.

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 AMPS HONOR HARD WORK	Amethod Public Schools Board Item Overview Date: 11/17/21	
Subject:	Item III.A.3 Approval of Notification to ACOE of Bank Account for Electronic Receipt of Apportionment Funding	
Action: ☒ Information: ☐ Committee: ☐		
RECOMMENDATIONS:	Approval	
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	The board approved the factoring of receivables to Charter School Capital (CSC) at the 3/10/21 meeting.	
SUMMARY OF KEYS ISSUES:	The intent of the factoring arrangement was that CSC would front the cash from future receivables to AMPS, and then CSC would intercept those funds when they were disbursed by the counties. That worked fine for the Contra Costa County schools, but due an administrative oversight, it did not work for the two Alameda County schools whose receivables we factored. This resolution will correct the flow of funds.	
FISCAL ANALYSIS:	No impact.	
ATTACHMENT (S):	Tuition Reimbursement Policy – 2021.pdf	

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Resolution of the Board of Directors

Notification to ACOE of Bank Account for Electronic Receipt of Apportionment Funding

WHEREAS, Amethod Public Schools, as operator of Oakland Charter High & Downtown Charter Academy (hereafter “Charter School”) has elected to receive all apportionment funding directly from the Alameda County Office of Education (hereafter “ACOE”); and

WHEREAS, in October 2011, ACOE discontinued the use of warrants as the funding mechanism for paying apportionments to direct-funded charter schools; and

WHEREAS, ACOE converted to the electronic transmission of all charter funding via ACH transfers, thereby reducing the processing and postage costs associated with the generation of warrants, while also enabling pass-through funding to be paid efficiently and timely; and

WHEREAS, the Charter School hereby intends to use the bank account listed below for the purpose receiving all apportionment payments from ACOE; and

WHEREAS, the bank account listed below has been established in the operating name of the Charter School and the Charter School has full custodial rights to the account, including withdrawal privileges; and

WHEREAS, the account listed below does not belong to any third-party recipient of the Charter School’s apportionment funding;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Charter School hereby requests and approves that ACOE transmit electronically all apportionment payments to the Charter School’s bank account as listed below. A copy of the bank account verification letter for this account is attached hereto as Exhibit A:

Bank Name:	US Bank, N.A.
Bank Address:	1 Federal St. Boston, MA 02110
Account Name:	Amethod Public Schools, Inc.
Account Number:	104796987634
Routing Number:	123-000-848

The Charter School, through passage of this resolution, hereby authorizes ACOE to initiate credit entries and, if necessary, debit entries and adjustments for any credit entries in error, to the checking account indicated above, and the depository institution named above, to credit and/or debit the same to such account.

1

This authority is to remain in full force and effect until ACOE has received written notification via an approved board resolution from the Charter School of the closure or modification of this account. Such changes will be made in such time and in such a manner as to afford ACOE and California Bank and Trust a reasonable opportunity to act upon it.

PASSED AND ADOPTED by the Governing Board of Amethod Public Schools this _____ day of _____, 20____, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTIONS: _____

Amethod Public Schools, Inc.

By: _____

Name: _____

Title: _____

Date: _____



All of **us** serving you™

EXHIBIT A

October 28, 2021

Alameda County Office of Education
313 W Winton Ave
Hayward, CA 94544
Attention: Araceli Varela

Re: Amethod Public Schools - ACH Instructions

Ladies and Gentlemen:

Following is the requested account confirmation for purposes of setting up ACH Deposits for Amethod Public Schools:

Account Name:	Amethod Public Schools, Inc.
Account number:	104796987634
Routing number for wire transfers:	123-000-848
Bank:	U.S. Bank National Association One Federal St., 3rd Floor Boston, MA 02110 EX-MA-FED
US Bank's Federal Tax ID number:	31-0841368
The US Bank employee responsible for the account:	Beth Nally Assistant Vice President US Bank - Corporate Trust Services One Federal St., 3rd Floor Boston, MA 02110 Phone: (617) 603-6401 Fax: (617) 603-6637 Email: beth.nally@usbank.com

Please let me know if I can be of further assistance.

Sincerely,

A handwritten signature in blue ink that reads "Beth Nally".

Beth Nally
Assistant Vice President

 AMPS HONOR HARD WORK	Amethod Public Schools Board Item Overview Date: 11/17/21	
Subject:	<u>Item III.A.3</u> Approval of Westgate Construction Change Order #26	
Action: ☒ Information: ☐ Committee: ☐		
RECOMMENDATIONS:	Approval	
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	None	
SUMMARY OF KEYS ISSUES:	While the construction required for occupancy has been completed, there is still work to be done over the winter break for roofing and HVAC repairs. This change order is required to keep Westgate active as our general contractor until that work is completed.	
FISCAL ANALYSIS:	After accounting for all change orders, including this one, the overall project is expected to come in between \$100k and \$200k under budget.	
ATTACHMENT (s):	AMPS CO #26 – Extended GCs R9-30-21.pdf	

CHANGE ORDER

OWNER ☒ [X]
 ARCHITECT ☐ []
 CONTRACTOR ☒ [X]
 OTHER ☐ []

AIA Document G701

PROJECT:	AMPS MIDDLE SCHOOL	PCO NUMBER:	26
(name, address)	1450 Marina Way South	DATE:	9/30/2021
	Richmond, CA 94804	ARCHITECT'S PROJECT NO:	
TO CONTRACTOR:	Westgate Construction	CONTRACT DATE:	3/15/2021
(name, address)	5045 Fulton Drive Unit D	CONTRACT FOR:	Tenant Improvement
	Fairfield, CA 94534		

The Contract is changed as follows:

1.	Extended general conditions from 10/11/21 to 12/30/21	\$ 67,200.00
2.	56 Days - 448 hours @ \$150.00 per hour	\$ -
3.		\$ -
4.		\$ -
5.		\$ -

Subtotal		\$ 67,200.00
Overhead/Profit	0.00%	\$ -
Insurance	1.50%	\$ 1,008.00
Total		\$ 68,208.00

Not valid until signed by the Owner and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ 3,990,590.00
Net change by previously authorized Change Order	\$ 1,931,288.37
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 5,921,878.37
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased)	
(unchanged) by this Change Order in the amount of	\$ 68,208.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$ 5,990,086.37

The Contract Time will be (increased) (~~decreased~~) (~~unchanged~~) by [2] days

NOTE: This summary does not reflect changes in the Contract Sum, contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

_____	Westgate Construction	_____
_____	CONTRACTOR	OWNER
_____	5045 Fulton Drive Unit D	_____
_____	Fairfield, CA 94534	_____
BY	BY	BY
DATE	DATE 9/30/2021	DATE



Revised Temporary Telework Policy

All AMPS employees shall be required to report to their assigned worksite to complete their job duties each day of their regular work schedule. Employees may only be permitted to telework for limited purposes, and only with advanced written permission from their supervisor.

If an employee experiences a work-related exposure to COVID-19, and the duties of their position permit telework, AMPS may permit the employee to telework. However, during any temporary telework permitted, employees must continue to effectively perform all job duties as assigned. AMPS may rescind approval for an employee's telework assignment should the employee fail to effectively fulfill the duties of their job.

Employees experiencing non-work-related exposures to COVID-19, and who must be absent from work as a result, will be required to utilize paid time off (e.g., sick leave) to serve as a wage replacement during their absence. If an employee has exhausted their paid time off, such absences from work shall be unpaid.

 AMPS HONOR HARD WORK	Amethod Public Schools Board Item Overview <i>Date: 11/17/21</i>	
Subject:	Item III.A.3 Approval of Corporation Resolution of Approval to Change Signers for Umpqua Bank	
Action: ☒ Information: ☐ Committee: ☐		
RECOMMENDATIONS:	Approval	
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	None	
SUMMARY OF KEYS ISSUES:	We need to remove Andrew Wang, former Senior Director of Finance, and add Michael Barr, Interim Chief Business Officer, as signers on the Umpqua Bank accounts.	
FISCAL ANALYSIS:	None	
ATTACHMENT (S):	AMPS Bank Signing Authority Board Resolution Nov-21.docx	



Corporate Resolution of Authority

Name of Corporation: Amethod Public Schools
Employer ID #: 94-3185735

I, the undersigned, hereby certify to Umpqua Bank that I am the Secretary of Amethod Public Schools., a corporation duly organized and existing under the laws of the State of California; that the following is a true copy of resolutions duly adopted by the Board of Directors of said Corporation at a meeting held on March 18, 2021 at which a quorum was present; and that such resolutions have not been rescinded or modified.

RESOLVED, that the aforementioned Bank is hereby designated as a depository of this Corporation and that Operating/Checking, Payroll, Construction, Certificates of Deposit and Money Market, Commercial Cards and all Treasury Management products/accounts may be opened and maintained in the name of this Corporation with said Bank; and

FURTHER RESOLVED, if indicated, any employee or officer of this Corporation listed below is authorized to:

- (1) Sign checks, drafts, notes, bills of exchange, acceptances, or other orders for the payment of money from said accounts;
- (2) Endorse checks, notes, bills, certificates of deposit, or other instruments, owned or held by this Corporation, for deposit in said accounts, or for collection or discount by said Bank;
- (3) Accept drafts, acceptances, and other instruments payable at said Bank;
- (4) Waive demand, protest, and notice of protest, or dishonor of any check, note, bill, draft or other instrument made, drawn or endorsed by this Corporation; and
- 5) Apply and administer the Commercial Card program; and
- 6) Sign for any new Treasury Management product accepts or agreements; and

That the following person(s) be appointed as signatories to the above-mentioned accounts:

- [A] Evelia Villa, Chief Executive Officer
[B] Michael Barr, Interim Chief Business Officer

That Andrew Wang be removed as a signatory to the above-mentioned accounts.

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FURTHER RESOLVED, that said Bank be and it hereby is authorized to honor, receive, certify, or pay all instruments signed in accordance with the foregoing resolution even though drawn or endorsed to the order of any officer signing the same or tendered for cashing, or in payment of the individual obligation of such officer, or for deposit to his personal account, and said Bank shall not be required, or be under any obligation to inquire as to the circumstances of the issuance, or use of any instrument signed in accordance with the foregoing resolution, or the application, or disposition of such instrument, or the proceeds thereof; and

FURTHER RESOLVED, that the Secretary shall certify to said Bank the names of the presently duly elected and qualified officers of this Corporation and shall from time to time hereafter as changes in the personnel of said officers are made, immediately certify such changes to the Bank, and said Bank shall be fully protected in relying on such certifications of the Secretary and shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from, or growing out of, honoring the signature of any officer so certified or refusing to honor any signature not so certified; and

FURTHER RESOLVED, that the foregoing resolutions shall remain in full force and effect until written notice of their amendment or rescission shall have been received by said Bank, and that receipt of such notice shall not affect any action taken by the Bank prior thereto; and

FURTHER RESOLVED, that the Secretary or Assistant Secretary be, and he hereby is, authorized and directed to certify to said Bank the foregoing resolution and that the provisions thereof are in conformity with the Charter and By-Laws of this Corporation.

I further certify that there is no provision in the Charter or By-Laws of said Corporation limiting the power of the Board of Directors to pass the foregoing resolutions and that the same are in conformity with the provisions of said Charter and By-Laws.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this _____ day of _____, _____.

(Secretary) Signature

Print name

Amethod Public Schools

Coversheet

Approval of Board Minutes 10/20/2021

Section: III. Consent Agenda
Item: B. Approval of Board Minutes 10/20/2021
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Regular Meeting of the AMPS Board of Directors on October 20, 2021

APPROVED



Amethod Public Schools

Minutes

Regular Meeting of the AMPS Board of Directors

Date and Time

Wednesday October 20, 2021 at 6:00 PM

This meeting will be by teleconference pursuant to [Government Code Section 54953\(e\)](#).

The Board of Directors (Board) and employees of Amethod Public Schools shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

<https://us02web.zoom.us/j/88112584085>

Participating by Telephone: 669-900-9128 Meeting ID: 88112584085

Public Comment: Members of the public who wish to comment on an agenda item please physically raise your hand, use the raise hand tool in the zoom meeting platform or press star (*) nine if joining by telephone. The Board Chair will call on you. Please note that comments are limited to two minutes. The Board Chair may increase or decrease the time allowed for public comment, depending upon the topic and number of persons wishing to be heard.

Access to Board Materials: A copy of the written materials which will be submitted to the School Board may be reviewed by any interested persons on the Amethod Public School's website at www.amethodschools.org along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 72 hours prior to the meeting by calling (510)

701 -2415. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Directors Present

E. Quiroz (remote), G. Lopez Jr. (remote), J. Azubuike (remote), N. Driver (remote)

Directors Absent

M. Gonzalez

Guests Present

L. Romo (remote)

I. Opening Items

A. Call the Meeting to Order

G. Lopez Jr. called a meeting of the board of directors of Amethod Public Schools to order on Wednesday Oct 20, 2021 at 6:06 PM.

B. Roll Call

C. Announcements

Evelia Villa dedicates this meeting to Dirk Tillotson. Nick Driver also shares memories with Dirk.

D. Public/Board Comments

Gabriela Gutierrez acknowledges the home office's assistance during the beginning of the school year. Board member Nick Driver announces he will not be able to attend the RCA ribbon cutting ceremony. Administration announces removal of an item listed on the agenda that will instead be talked about during the closed session.

II. Business I

A. Approval of Findings regarding Virtual Board meetings pursuant to AB 361 and Government Code Section 54953

E. Quiroz made a motion to approve the findings regarding the virtual Board meetings pursuant to Assembly Bill 361 and Government code section 54953.

N. Driver seconded the motion.

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

Roll Call

J. Azubuike Aye
E. Quiroz Aye
M. Gonzalez Absent
N. Driver Aye
G. Lopez Jr. Aye

III. Consent Agenda

A. Approval of Consent Agenda

E. Quiroz made a motion to approve the consent agenda as presented with two items, amended attendance policy and the tuition reimbursement policy.

J. Azubuike seconded the motion.

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

Roll Call

M. Gonzalez Absent
G. Lopez Jr. Aye
N. Driver Aye
J. Azubuike Aye
E. Quiroz Aye

B. Approval of Board Minutes 09/15/2021

E. Quiroz made a motion to approve the minutes from Regular Meeting of the AMPS Board of Directors on 09-15-21.

J. Azubuike seconded the motion.

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

Roll Call

M. Gonzalez Absent
N. Driver Aye
E. Quiroz Aye
G. Lopez Jr. Aye
J. Azubuike Aye

IV. Business II

A. CEO Report

Evelia Villa makes a presentation.

B. Approval of 2101 Livingston Street Lease

This item will be moved to after closed session.

N. Driver made a motion to amend the agenda to move item B to after the closed session.

E. Quiroz seconded the motion.

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

Roll Call

G. Lopez Jr. Aye
M. Gonzalez Absent
N. Driver Aye
J. Azubuike Aye
E. Quiroz Aye

C. Approval of the 2021-2022 Comprehensive School Safety Plan

Grace Borja present the Safety Plans and take questions from the Board.

E. Quiroz made a motion to approve the comprehensive school safety plans for all six schools as presented.

J. Azubuike seconded the motion.

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

Roll Call

E. Quiroz Aye
N. Driver Aye
G. Lopez Jr. Aye
M. Gonzalez Absent
J. Azubuike Aye

D. Approval of Elementary and Secondary School Relief (ESSER) III Expenditure Plan

Sylvia Flores makes presentation and answers questions from the Board.

N. Driver made a motion to approve the Elementary and Secondary School Relief (ESSER) III Expenditure Plans for all six schools.

J. Azubuike seconded the motion.

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

Roll Call

E. Quiroz Aye
N. Driver Aye
M. Gonzalez Absent
J. Azubuike Aye
G. Lopez Jr. Aye

E. Amended Employee Handbook 2021-2022

Mike Barr presents the amended change and takes questions from the Board.

E. Quiroz made a motion to approve the Amended Employee Handbook 2021-2022 as presented.

N. Driver seconded the motion.

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

Roll Call

G. Lopez Jr. Aye
J. Azubuike Aye
E. Quiroz Aye
N. Driver Aye
M. Gonzalez Absent

V. Closed Session

A. CLOSED SESSION: Conference with Real Property Negotiators:

No action was taken during closed session.

N. Driver made a motion to approve the 2101 Livingston Street Lease.

J. Azubuike seconded the motion.

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

Roll Call

N. Driver Aye
G. Lopez Jr. Aye
J. Azubuike Aye
E. Quiroz Aye
M. Gonzalez Absent

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:31 PM.

Respectfully Submitted,
G. Lopez Jr.

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 PRESENTATIONS MAY BE MADE.** Notice is hereby given that; consistent with the requirements of the Ralph Brown Open Meeting 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 A DISABILITY.** Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, 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 the Amethod Public School Inc., 2101 Livingston Street Second Floor. Oakland, CA 94606; telephone, (510) 434-7017 ext.117

*info@amethodschools.org. **FOR MORE INFORMATION.** For more information concerning this agenda, please contact Amethod Public Schools Main Administration, 2101 Livingston St. Second Floor. Oakland, CA 94606; telephone, (510) 436-0172 ext. 106; Email: lromo@amethodschools.org*

Coversheet

CEO Report

Section:	IV. Business II
Item:	A. CEO Report
Purpose:	Discuss
Submitted by:	
Related Material:	CEO REPORT November.pdf

AMPS

HONOR HARD WORK

CEO Report

*AMPS Board Meeting
November 17, 2021*



Updates

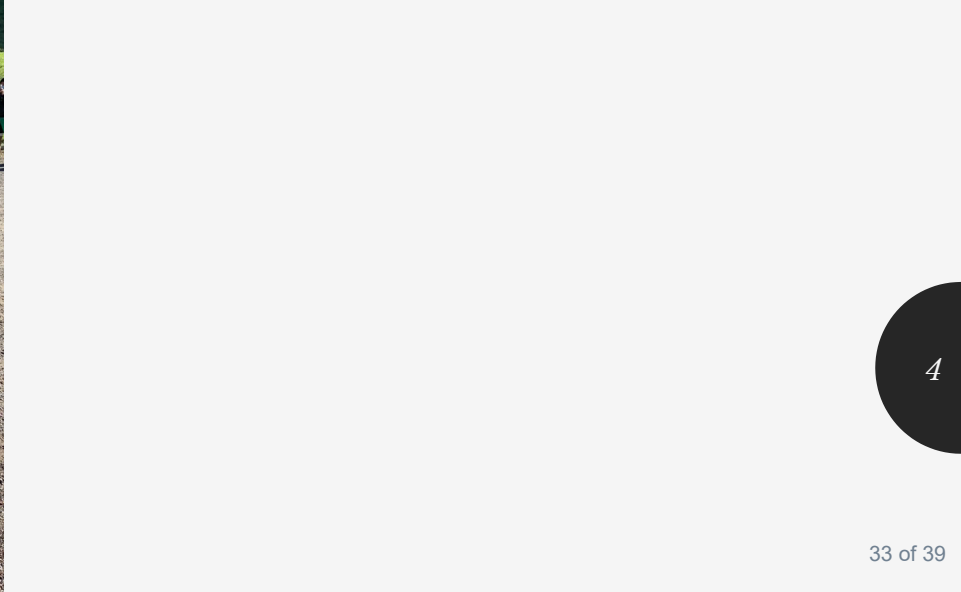
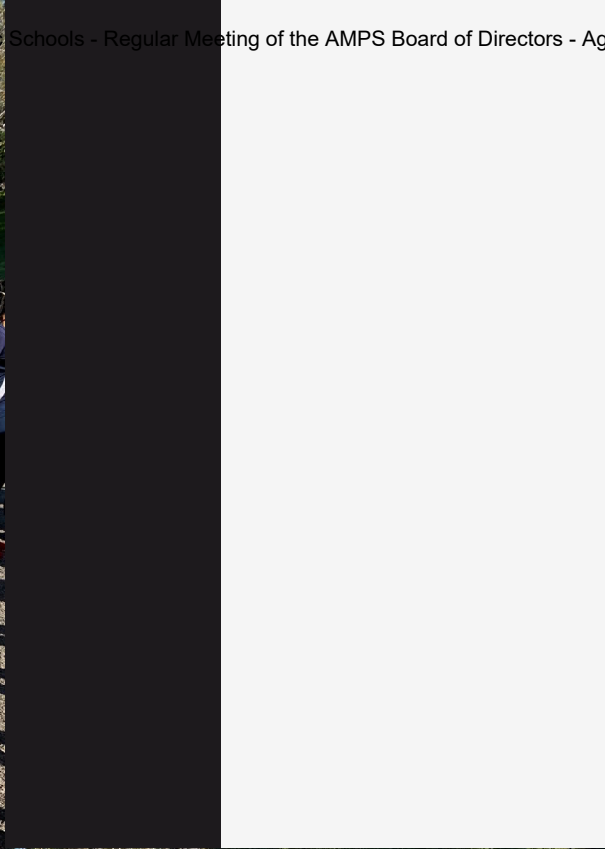
- Ribbon cutting –was successful
- John Henry High School Cross Country @Bay Bridge Meet #4 : Jovanni Ramirez took 1st place,
Edwin Hernandez -7th place
Jennifer Martinez took 11th place
- -Next race is 11/17 is today with (8) students participating:
- John Henny High: KQED Youth Media Live event
- Oakland Charter: Flag football, soccer, volleyball and basketball with Oakland Athletic League
- Downtown Charter: 2021 CERA Annual Conference in Anaheim "Acting on Classroom-level Evidence: Leveraging Student Voice Data to Assess and Expand Opportunities for Learning at a Middle School",

The logo for AMPS (Amesbury Method Public Schools) features the letters "AMPS" in a bold, dark blue, sans-serif font. Below the letters is a thick red horizontal bar.

HONOR HARD WORK

- Immunizations Report: July 2022 Governor's order (more to come)
- "OCHS: Weekend Warrior, Attendance Contest
- Youth Truth Surveys: Next board meeting
- Covid Liaison: Breanna Hickman
- Richmond Shift: Benito Juarez and Richmond Charter Academy

Updates



AMPS

HONOR HARD WORK



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HONOR HARD WORK



Coversheet

Northwest Evaluation Association (NWEA) Data Presentation

Section:	IV. Business II
Item:	B. Northwest Evaluation Association (NWEA) Data Presentation
Purpose:	Discuss
Submitted by:	
Related Material:	Amethod Data Briefing 11_10_21.pdf Final-Data AMPS.xlsx

AMPS

Amethod Data Briefing

Below you will find definitions of some of the acronyms used in the dashboard as well as definitions of what each chart is depicting. This dashboard is best used as an excel file, do not access it on Google sheets. The dashboard can be manipulated by using the slicers on the right-hand side of the charts. For “Quick look” hover the mouse over any data point to get a description. This document is not a live file, this means any edits you make will not impact the copies accessed by any other AMPS Board Member, including Home Office as the Dashboard owner. If you have any questions feel free to reach out to me directly. My contact information is below:

Michael Bradley

Director of Data and Student Success

510-289-6673, mbradley@amethodschools.org

Definition Bank

- ❖ **RIT:** RIT stands for Rasch UnIT and is a measurement scale developed to simplify the interpretation of test scores. It is an equal-interval scale, which allows a student's progress to be tracked over time.

Student achievement norms

The norms in the tables below have a very straightforward interpretation. For example, in the achievement norms for reading, grade 2 students in the fall had a mean score of 172.35 and a standard deviation of 15.19. To get a sense of how much variation there was, the SD of 15.19 can be subtracted from the mean and added to the mean to produce a range of about 157-188. Since the norms are based on the bell curve, we know that 68% of all grade 2 reading scores are expected to fall within this range.

2020 Reading Student Achievement Norms						
	Fall		Winter		Spring	
Grade	Mean	SD	Mean	SD	Mean	SD
K	136.65	12.22	146.28	11.78	153.09	12.06
1	155.93	12.66	165.85	13.21	171.40	14.19
2	172.35	15.19	181.20	15.05	185.57	15.49
3	186.62	16.65	193.90	16.14	197.12	16.27
4	196.67	16.78	202.50	16.25	204.83	16.31
5	204.48	16.38	209.12	15.88	210.98	15.97
6	210.17	16.46	213.81	15.98	215.36	16.03
7	214.20	16.51	217.09	16.21	218.36	16.38
8	218.01	17.04	220.52	16.69	221.66	16.87
9	218.90	19.02	220.52	18.73	221.40	19.03
10	221.47	17.92	222.91	17.81	223.51	18.20
11	223.53	17.73	224.64	17.80	224.71	18.50
12	223.80	19.32	223.85	21.21	224.33	23.08

2020 Mathematics Student Achievement Norms						
	Fall		Winter		Spring	
Grade	Mean	SD	Mean	SD	Mean	SD
K	139.56	12.45	150.13	11.94	157.11	12.03
1	160.05	12.43	170.18	12.59	176.40	13.18
2	175.04	12.98	184.07	13.01	189.42	13.44
3	188.48	13.45	196.23	13.64	201.08	14.11
4	199.55	14.40	206.05	14.90	210.51	15.56
5	209.13	15.19	214.70	15.88	218.75	16.70
6	214.75	16.12	219.56	16.74	222.88	17.47
7	220.21	17.41	224.04	17.96	226.73	18.60
8	224.92	18.94	228.12	19.33	230.30	19.95
9	226.43	19.83	228.67	20.06	230.03	20.63
10	229.07	20.23	231.21	20.61	232.42	21.25
11	231.72	20.61	233.49	20.91	234.25	21.65
12	233.02	21.60	233.31	23.07	234.19	24.63

- ❖ **Lexile:** A Lexile text measure (Score) represents a text's difficulty level on the Lexile scale. The reader's score on the test is reported as a Lexile measure from a low of 0L to a high of 2000L.

AMPS

Performance Bands and Lexile Correlation

Grade	Below Basic (Far Below Grade Level)	Basic (Below Grade Level)	Proficient (On Grade Level)	Advanced (Above Grade Level)
1	N/A	0L–99L	100L–400L	401L and above
2	0L–99L	100L–299L	300L–600L	601L and above
3	0L–249L	250L–499L	500L–800L	801L and above
4	0L–349L	350L–599L	600L–900L	901L and above
5	0L–449L	450L–699L	700L–1000L	1001L and above
6	0L–499L	500L–799L	800L–1050L	1051L and above
7	0L–549L	550L–849L	850L–1100L	1101L and above
8	0L–599L	600L–899L	900L–1150L	1151L and above
9	0L–649L	650L–999L	1000L–1200L	1201L and above
10	0L–699L	700L–1024L	1025L–1250L	1251L and above
11	0L–799L	800L–1049L	1050L–1300L	1301L and above

Chart Explanation

Monthly Attendance by Site: This Chart depicts the monthly attendance percentage by School site. The numbers in the left column indicate the number of in-session days that happened in the month.

Monthly Attendance Trend: This chart utilizes the same data as the above-mentioned chart. This shows the trend line of each campus from the beginning of the year to the beginning of November.

Lexile (Fall 2021): Lexile data captured from the completion of Fall 2021 NWEA testing. Two sites are still pending testing RCA and BJE.

RIT Average by Grade: This shows the average RIT of all students in each grade across campuses in each of the two main tests taken through NWEA.

RIT Average by School: This shows the average RIT of the entire school and grade for each of the two main tests taken through NWEA.

Student Failing grades by Content Area: This shows the number of students currently receiving Ds or Fs in the outlined subject areas.

Current Enrollment Vs. Budgeted: This chart shows the enrollment health of our schools for the current year. Budgeted vs. Current enrollment.

Applications Needs: SY22-23: This shows the number of applications needed to meet the needs of the projection numbers given this year, next year. These numbers are based on a 10% attrition rate and the normal application losses.
Application Progression: This shows the application progressions for SY21-22, each site experiences some application loss. This percentage was used in the calculation of the application needs for SY 22-23.

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

Final-Data AMPS.xlsx