

## Amethod Public Schools

# **Special Meeting of the AMPS Board of Directors**

Published on May 28, 2025 at 3:44 PM PDT

#### **Date and Time**

Thursday May 29, 2025 at 6:00 PM PDT

#### Location

1450 Marina Way South Richmond, CA 94804

The Board of Directors (Board) and employees of Amethod Public Schools will be holding this meeting in person at 1450 Marina Way South, Richmond, CA 94804.

Members of the public who wish to attend in person can join us in the Home Office's Board Room at 1450 Marina Way South, Richmond, CA 94804. Or members of the public may meet via the Zoom meeting platform at:

<a href="https://us02web.zoom.us/j/83187954557">https://us02web.zoom.us/j/83187954557</a>

We also offer two-way teleconference locations for the public to attend in our Oakland school sites:

Oakland Charter High School- 2365 Coolidge Ave, Oakland, CA 94601

Downtown Charter Academy- 2000 Dennison St, Oakland, CA 94606

Oakland Charter Academy- 4215 Foothill Blvd, Oakland, CA 94601

Participating by Telephone: 669-900-9128 Meeting ID: 831 8795 4557

**Public Comment:** Members of the public attending in person who wish to comment on an agenda item please fill out a speaker card and submit it to a staff member. Members of the public who are joining via teleconference, please use raise hand tool in the reactions tab located at the bottom of the zoom screen 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 have been submitted to the School Board with the agenda relating to open session items may be reviewed by any interested persons on the Amethod Public School's website at <a href="www.amethodschools.org">www.amethodschools.org</a> following the posting of the agenda. Amethod reserves the right to show or distribute additional information and/or documents to the School Board at the meeting, and will make copies of such documents relating to open session items available to the public upon request.

**Disability Access:** Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (510) 436-0172. 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.	Оре	ening Items			6:00 PM
	A.	Call the Meeting to Order		Rodolfo Ornelas	2 m
	В.	Record Attendance		Sally Li	2 m
	C.	Announcements			2 m
	D.	Public Comments on Non-Agenda Items			2 m
		Members of the public may comment here on non-agenda items that relate to one or more schools operated by Amethod Public Schools.			

II.	Closed Session		6:08 PM
	A.	CONFERENCE WITH LEGAL COUNSEL— Discuss ANTICIPATED LITIGATION	30 m
	Significant exposure to litigation pursuant to Paragraph (2) or (3) of subdivision (d) of Section 54956.9 (one case)		
	В.	Public Employment (Gov. Code § 54957) Discuss	30 m

Title: Chief Executive Officer

			Purpose	Presenter	Time
III.	Co	nsent			7:08 PM
	A.	Approval of 5/08/2025 Regular Board Meeting Minutes	Approve Minutes	Rodolfo Ornelas	1 m
IV.	Bus	siness			7:09 PM
	A.	Finance Presentation	FYI	Kimberly Palmore	5 m
		Public comment			
	В.	Review and Consideration of Approval of Third Interim Report for RCA	Vote	Kimberly Palmore	10 m
		Public comment			
	C.	Review and Consideration of Approval of AMPS Salary Band Update 2025-2026	Vote	Adrienne Barnes	5 m
		Public comment			
	D.	Review and Consideration of Approval of OCHS Lease Extension	Vote	Adrienne Barnes	5 m
		Public comment			
	E.	Review and Consideration of Approval of Response to Letter of Concern - JHHS CDE	Vote	Adrienne Barnes	5 m
		Public comment			
	F.	Review and Consideration of Approval of Board Member Resolution- Peter Hanley	Vote	Adrienne Barnes	5 m
		Public comment			
V.	Clo	osing Items			7:44 PM
	A.	Adjourn Meeting	FYI	Rodolfo Ornelas	1 m

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reasonable time limits on public testimony to ensure that the agenda is completed. **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., 1450 Marina Way South Second Floor. Richmond, CA 94804; telephone, (510) 436-0172 sallyli@amethodschools.org. **FOR MORE INFORMATION.** For more information concerning this agenda, please contact Amethod Public Schools Main Administration, 1450 Marina Way South Second Floor. Richmond, CA 94804; telephone, (510) 436-0172; Email: sallyli@amethodschools.org

# Approval of 5/08/2025 Regular Board Meeting Minutes

Section: III. Consent

Item: A. Approval of 5/08/2025 Regular Board Meeting Minutes

**Purpose:** Approve Minutes

Submitted by: Related Material:

Minutes for Regular Meeting of the AMPS Board of Directors on May 8, 2025



## Amethod Public Schools

### **Minutes**

# Regular Meeting of the AMPS Board of Directors

#### **Date and Time**

Thursday May 8, 2025 at 6:00 PM

#### Location

1450 Marina Way South, Richmond, CA 94804

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Participating by Telephone: 669-900-9128 Meeting ID: 831 8795 4557

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ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

#### **Directors Present**

D. Leung, J. Lerma, M. DiGiorgio, P. Hanley, R. Ornelas

#### **Directors Absent**

None

#### **Guests Present**

A. Barnes, S. Li

#### I. Opening Items

#### A. Call the Meeting to Order

R. Ornelas called a meeting of the board of directors of Amethod Public Schools to order on Thursday May 8, 2025 at 6:00 PM.

#### **B.** Record Attendance

#### C. Announcements

Board Chair Rodolfo announced that Business Item D, the Finance Presentation, will be removed from the current agenda and rescheduled for the next board meeting.

Board Member Peter requested that the board receive monthly summaries of all signed contracts, including those below the board approval threshold, similar to the current check register reports.

D.

#### **Public Comments on Non-Agenda Items**

No public comments.

#### II. Consent

#### A. Approval of 4/29/2025 Special Board Meeting Minutes

- P. Hanley made a motion to approve the consent agenda items and Special Meeting of the AMPS Board of Directors on 04-29-25.
- J. Lerma seconded the motion.

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

#### **Roll Call**

- R. Ornelas Aye
- P. Hanley Aye
- J. Lerma Aye

#### B. Approval of April 2025 Check Register

#### III. Business

#### A. Interview and Consideration of Approval of New Board Member(s)

Adrienne, Interim CEO, shared that the Nominating Committee and she have conducted multiple interviews with Margie DiGiorgio and Davis Leung. The Nominating Committee approved both candidates for recommendation to the AMPS Board of Directors.

Margie DiGiorgio expressed that she is excited to be here and eager to learn about a new school community.

Davis Leung shared that he has a background in finance and accounting. He is a former CPA and has served on Urban Montessori's school board for three years, including two years as Board Chair.

- J. Lerma made a motion to approve Margie DiGiorgio and Davis Leung for appointment to AMPS Board of Directors.
- P. Hanley seconded the motion.

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

#### Roll Call

- J. Lerma Aye
- R. Ornelas Aye
- P. Hanley Aye

#### B. Review and Consideration AMPS Regular Board Meeting Calendar 2024-2025

Adrienne, Interim CEO, shared that at the last meeting, three additional dates were proposed to be added to the regular board meeting calendar: May 22, June 12, and June

26. The previously scheduled Wednesday meetings conflicted with other board meetings that staff were required to attend. These new dates were discussed and approved at the April 29 Board Meeting. The amended board calendar is now presented for final approval. P. Hanley made a motion to approve AMPS Regular Board Meeting Calendar 2024-2025. M. DiGiorgio seconded the motion.

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

#### **Roll Call**

R. Ornelas Aye J. Lerma Aye M. DiGiorgio Aye

P. Hanley Aye
D. Leung Aye

#### C. Review and Consideration AMPS Regular Board Meeting Calendar 2025-2026

Adrienne, Interim CEO, presented the proposed AMPS Regular Board Meeting Calendar for 2025-2026. The proposal includes holding board meetings on the third Thursday of each month and adding three additional dates- August 28, December 1, and February 26 to align with key interim reporting deadlines.

Board Member Peter inquired about the need for an additional meeting on August 28, asking why the regular meeting on August 21 could not accommodate those items. He also expressed concern about the December 1 meeting falling immediately after the Thanksgiving break.

Adrienne explained that the three additional meetings correspond to interim reporting deadlines, which typically fall on the first of the following month. Due to the tight turnaround, these additional meetings are necessary to ensure timely review and submission of reports.

Board Chair Rodolfo added that, as the organization moves toward tighter fiscal controls, the added dates will give board members more time to thoroughly review interim reports prior to approval. This approach allows the board to engage more deeply with the interim reports before submission to authorizers and provides staff sufficient time to finalize the reports.

D. Leung made a motion to approve AMPS Regular Board Meeting Calendar 2025-2026.

J. Lerma seconded the motion.

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

#### Roll Call

P. Hanley No

M. DiGiorgio Aye

R. Ornelas Aye

J. Lerma Aye

D. Leung Aye

#### D. Finance Presentation

Item was removed from the agenda.

#### E. CEO Update

Adrienne, Interim CEO, provided an update on charter renewals and upcoming school events. For OCHS, the appeal was submitted to the California Department of Education (CDE) and State Board of Education (SBE) on May 8. The Advisory Commission on Charter Schools (ACCS) is scheduled to review the appeal on August 12, with the SBE decision hearing to follow on September 10–11. For RCA, the renewal application was submitted to the Contra Costa County Office of Education (CCCOE) on May 1. The Initial Public Hearing is set for May 21 at 5:00 PM, with the Decision Hearing scheduled for June 11 at 5:00 PM. For OCA, the projected completion date for the draft renewal is June 16. It will plan to be presented to the AMPS Board on June 22 and submitted to OUSD on August 1. The Initial Public Hearing is expected to take place in mid to late September, and the Decision Hearing is anticipated by the end of October.

Adrienne also shared the schedule for upcoming promotion and graduation events. On June 3, OCA will hold its promotion ceremony at 9:00 AM. On June 4, BJE's TK/K promotion will begin at 8:45 AM, followed by DCA's graduation at 10:15 AM and RCA's graduation at 4:00 PM. On June 5, BJE's 5th Grade Promotion will take place at 9:00 AM. On June 6, OCHS will hold its graduation ceremony at 1:00 PM, followed by JHHS's graduation at 5:00 PM. She shares JHHS career day with professionals that came to the school and gave presentations to the students. BJE started SBAC testing and families were invited for a parade and to cheer students on.

Board Member Peter inquired whether the August 1 submission date might be premature, given that testing results may not yet be available. He also asked which career organizations visited JHHS.

Adrienne, Interim CEO responded that the team expects to have preliminary testing data and intends to submit to OUSD as soon as possible.

Board Chair Rodolfo noted that the preliminary testing results are typically strong indicators of final outcomes.

Mary, Interim CAO reported that 73 different career vendors participated in the event at JHHS.

Board Member Davis asked Adrienne if she recommends applying for OCA's renewal on the early track.

Adrienne confirmed, and stated that several charter networks plan to submit either by August 1 or even earlier.

Board Chair Rodolfo supported the strategy, stating that many charters are submitting early to improve their chances.

#### IV. Closed Session

#### A. CONFERENCE WITH LEGAL COUNSEL— ANTICIPATED LITIGATION

The board returns from closed session at 7:14pm and no there were no reportable actions.

#### B. Public Employment (Gov. Code § 54957)

#### V. 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 7:14 PM.

Respectfully Submitted,

R. Ornelas

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# **Finance Presentation**

Section: IV. Business

**Item:** A. Finance Presentation

Purpose: FYI

Submitted by:

Related Material: May Revision Guidance for FY25-26.pdf

# May Revision Guidance for 2025-26

# **Key Highlights:**

- 2.30% Cost-of-Living Adjustment (COLA): Lower than earlier projections but fully funded for Local Control Funding Formula (LCFF) using one-time dollars.
  - Subsequent years COLAs are 3.02% in 2026-27 and 3.42% in 2027-28.
- 1.8 billion LCFF deferral: Shifts payments from June 2026 to July 2026.
- Universal TK Implementation:
  - o 2.1 billion to fully implement universal TK by 2025-26
  - 1.2 billion to reduce classroom ratios from 12:1 to 10:1
  - 7.5 million to supplement support for multilingual learners
  - \$10 million to develop a TK-appropriate English language proficiency screener.
- Expanded Learning Opportunities Program (ELO-P)
  - \$515.5 million to expand before, after-school, and summer programs for TK-6 students.
  - o Increase the minimum grant from \$50,000 to \$100,000
  - Maintains the proposal that LEAs with more than 55% unduplicated pupils must offer ELO-P to all TK-6 students (down from 75%), with a one-year grace period for LEAs transitioning tiers.
- Student Support and Professional Development Block Grant
  - \$323 per ADA one-time discretionary funding intended to support rising costs and state priorities, similar to Arts, Music, and Instructional Materials Block Grant.
- Learning Recovery:
  - The bill includes \$378.6 million to restore Learning Recovery Emergency Block Grant Funds in 2025-26, 2026-27, and 2027-28.

LEA's are encouraged to exercise caution in developing their 2025-26 budgets. Maintaining sufficient reserves and avoiding deficit spending is critical. Given the uncertain economic outlook, thoughtful financial planning is essential to reducing the risk of declaring a qualified or negative interim certification.

# Review and Consideration of Approval of Third Interim Report for RCA

Section: IV. Business

Item: B. Review and Consideration of Approval of Third Interim Report for RCA

Purpose: Vote

Submitted by:

Related Material: AMPS\_-\_PPT\_Board\_Summary\_-\_RCA\_3rd\_Interim\_v3\_5.29.25.pdf



# **Amethod Public Schools**

Financial Presentation – May 2025

Third Interim Reporting For RCA

# Richmond Charter Academy Amethod Public Schools - Special Meeting of the AMPS Board of Directors - Agenda - Thursday May 29, 2025 at 6:00 PM Richmond Charter Academy

Multi-Year Forecast	2024-25	2024-25	2024-25	2025-26	2026-27
Revised 5/29/25	2nd Interim	YTD Actuals	Forecast	Forecast	Forecast
Assumptions					
LCFF COLA	1.07%		1.07%	2.30%	3.02%
Enrollment	289		296	330	330
Average Daily Attendance	274.75		274.75	306.90	306.90
Revenues					
State Aid - Revenue Limit	3,591,532	2,070,004	3,626,998	4,140,215	4,277,423
Federal Revenue	349,301	155,014	280,914	267,284	266,301
Other State Revenue	1,377,818	426,075	1,351,184	1,464,406	1,401,549
Other Local Revenue	377,854	291,500	377,854	387,959	96,459
Total Revenue	\$ 5,696,504	\$ 2,942,592	\$ 5,636,950	\$ 6,259,864	\$ 6,041,732
Expenses					
Certificated Salaries	1,221,880	890,698	1,194,079	1,601,041	1,646,523
Classified Salaries	648,903	435,844	565,867	619,815	638,534
Benefits	314,770	263,744	337,183	372,981	383,468
Books and Supplies	366,932	375,468	422,782	469,086	472,999
Subagreement Services	634,560	563,286	719,161	297,323	302,269
Operations and Housekeeping	278,144	224,934	291,207	303,274	315,895
Facilities, Repairs and Other Leases	1,100,163	932,830	1,116,418	1,117,542	1,150,198
Professional/Consulting Services	521,184	272,034	505,138	682,567	672,079
Depreciation	607,000	-	481,328	473,347	442,067
Interest	-	-	-	-	
Total Expenses	\$ 5,693,537	\$ 3,958,838	\$ 5,633,164	\$ 5,936,976	\$ 6,024,032
Surplus (Deficit)	\$ 2,968	\$ (1,016,246)	\$ 3,786	\$ 322,888	\$ 17,700
Fund Balance, Beginning of Year	\$ (506,509)		\$ (68,524)	\$ (64,738)	\$ 258,150
Fund Balance, End of Year	\$ (503,541)		\$ (64,738)	\$ 258,150	\$ 275,850
•	-8.8%		-1.1%	4.3%	4.6%





# Questions & Discussion



# Review and Consideration of Approval of OCHS Lease Extension

Section: IV. Business

Item: D. Review and Consideration of Approval of OCHS Lease Extension

Purpose: Vote

Submitted by:

Related Material: Amethod lease extension. 2025.pdf

#### THIRD AMENDMENT TO LEASE

#### RECITALS

- A. Landlord and Tenant are parties to that certain Standard Multi-Tenant Office Lease Net dated December 7, 2016, as amended by that certain Amendment to Lease dated August 4, 2017, and the Second Amendment to Lease dated June 26, 2020 (the "Lease").
  - B. The parties desire to further amend the Lease on the terms set forth herein.

#### **AGREEMENT**

NOW, THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree to amend the Lease as follows:

- 1. Extension of Term. The Term of the Lease is hereby extended to September 30, 2025.
  - 2. Rental Rate. The monthly Base Rent shall be as specified below:

July 1, 2025, to September 30, 2025 \$66,3

- \$66,331.00
- 3. <u>Effect of Amendment</u>. Except as expressly set forth herein, the Lease shall remain in full force and effect.
- 4. <u>Sole Agreement</u>. This Amendment is the sole agreement between the parties as to its subject matter. It supersedes all oral agreements or understandings of the parties.

Dated: May 27, 2025

Landlord

CHRISTIAN EVANGELICAL CHURCHES OF AMERICA, INC.

By:

Name

Title:

Dated:	Tenant
	AMETHOD PUBLIC SCHOOLS
	By:
	Name:
	Title:

Christian Cathedral\Lease with Amethod Public Schools .2\AGR\3rd AMENDMENT TO LEASE

# Review and Consideration of Approval of Response to Letter of Concern - JHHS CDE

Section: IV. Business

Item: E. Review and Consideration of Approval of Response to Letter of

Concern - JHHS CDE

Purpose: Vote

Submitted by:

Related Material: AMPS Response re JHHS Letter of Concern 5.28.2025.pdf



May 28, 2025

By E-Mail: SBEOVERSIGHT@cde.ca.gov

Craig Heimbichner
Education Administrator
Charter Schools Division
California Department of Education

Re: Letter of Concern Regarding 2023-24 Independent Audit Report Financial Statement Findings

Dear Mr. Heimbichner,

Thank you for your letter of concern regarding John Henry High School's (JHHS) 2023-24 audited financial statements. In response to the California Department of Education (CDE) concerns, Amethod Public Schools, the charter management organization for John Henry High School, responds as follows:

The JHHS internal control policy for financial statement reporting to ensure that the financial records are properly reconciled in a timely manner:

AMPS has established internal controls to ensure the accuracy, completeness, and timeliness of financial statement reporting. This includes timely reconciliation of financial transactions to make sure there is accurate financial data used for internal and external reporting. Our finance department maintains a reconciliation schedule for monthly, interim reporting period, and annual closings.

Financial transactions are thoroughly examined and the finance department retains documentation supporting reconciliations. Every financial transaction is reviewed by the Senior Director of Finance & Administration and the Chief Executive Officer for accuracy. Entries are checked to make sure that the transactions are coded to the appropriate site, the object codes and restricted resources codes are correctly applied, and the appropriate amount of the transaction is recorded before the entries are processed into our financial reporting system. Once the internal review process is completed, Charter Impact completes their own compliance review and entries are booked into our financial system. The reconciliation process during each

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closing period ensures that general ledger balances and that the information accurately reflects underlying transactions.

#### The training provided by Charter Impact to improve internal controls within JHHS:

AMPS and Charter Impact meet on a regular basis to discuss all areas of fiscal compliance and the implementation of the best accounting practices. The partnership is in place to assist with ensuring that leadership stays informed about AMPS's financial performance, budget adherence, and emerging fiscal changes. The meetings aid in the early detection of variances, changes that may need to be made or any budgetary concerns before they escalate. In addition to meetings with Charter Impact, AMPS has led internal training for its staff. Every year AMPS holds a leadership retreat for all site leaders (principals, deans, etc), with time devoted to fiscal compliance and implementing proper internal controls. A sample training is attached. Our Fiscal Policies and Procedures is available and used by all leadership and purchasing staff, with position-specific training held to emphasize and support fiscal compliance pertaining to staff job duties and responsibilities, as noted in the policy. Charter Impact's Scope of Work, which details additional internal control processes, can be found here.

In addition to the Charter Impact back office team, AMPS has also contracted with Joyce Montgomery, a seasoned charter school leader and former Chief Financial Officer to both review prior year financials and transactions, and to advise on updating its financial records while helping the AMPS team to ensure the required backup is complete for the annual audit.

AMPS' new leadership team is built on transparency, accountability, and expertise, and is using these core characteristics to ensure on-time reporting, strong internal controls, and accurate financials. Our team is dedicated to ensuring that JHHS has the support needed to continue with a solid financial background in order to support its academic programming.

Please feel free to contact me should you have any questions or concerns regarding this response and supporting documentation.

Sincerely,

#### Adrienne Barnes

Adrienne Barnes
Chief Operating Officer/Acting Chief Executive Officer
Amethod Public Schools
abarnes@amethodschools.org / 510-734-1555

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# Review and Consideration of Approval of Board Member Resolution- Peter Hanley

Section: IV. Business

Item: F. Review and Consideration of Approval of Board Member Resolution-

Peter Hanley

Purpose: Vote

Submitted by: Related Material:

Board Resolution re Absence of Board Member Hanley (4926-1017-8631.v2).docx.pdf



#### **RESOLUTION OF THE BOARD**

Acknowledging Pre-Planned Absence of Amethod Board Member Peter Hanley and Authorizing Automatic Reinstatement

#### Preamble

WHEREAS, Amethod Public Schools ("AMPS"), a California nonprofit public benefit corporation, is governed by a volunteer Board of Directors in accordance with California state law and the Bylaws of the corporation;

WHEREAS, Board Member Peter Hanley currently serves as a duly appointed member of the AMPS Board of Directors and has informed the Board that he will be out of the country in June 2025;

WHEREAS, Section 9 of the Bylaws of Amethod Public Schools provides that any director who fails to attend three (3) successive Board meetings shall automatically be removed from the Board, which could occur as a result of Board Member Hanley's pre-planned absence; and

WHEREAS, the Board acknowledges that Board Member Hanley's pre-planned absence is temporary and voluntary, and that he fully intends to resume active Board service upon return; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of AMPS that:

#### **Resolved Clauses**

- 1. Approval of Pre-Planned Absence: Board Member Hanley is granted a leave of absence from the Board of Directors, effective June 2025 ("Leave Period."). During this Leave Period, Board Member Hanley is excused from attending regular and special meetings of the Board and from active participation in Board duties.
- **2. Automatic Reinstatement:** Upon the conclusion of the Leave Period or upon an earlier return to availability if so notified by Board Member Hanley Board Member Hanley shall be automatically reinstated to full active service on the AMPS Board with all rights, responsibilities, and privileges of a Board member. No further vote or appointment shall be required for Board Member Hanley to resume his duties at that time.

Amethod Public Schools



## **Adoption and Signatures**

follow	PASSED AND ADOPTED by the Board of Directors of AMPS on May 29, 2025, by the ing vote:
10110 W	ing vote.
	AYES:
	NOES:
	ABSTAIN:
	ABSENT:

Amethod Public Schools