APPROVED

AMPS
AMETHOD PUBLIC SCHOOLS

Amethod Public Schools

Minutes

Regular Meeting of the AMPS Board of Directors

Date and Time
Wednesday April 17, 2024 at 6:00 PM

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 at Richmond Charter Academy (RCA) at 1450 Marina Way South, Richmond, CA 94804. Or members of the public may meet via the Zoom meeting platform at:
https://us02web.zoom.us/j/83187954557

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. The Board Chair will call on you to enter the Boardroom. Members of the public who are join in 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 www.amethodschools.org 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 72 hours prior to the meeting by calling (510) 965-4562. 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
A. Emmanuelli, E. Gallegos, E. Quiroz, G. Lopez Jr.

Directors Absent
None

Guests Present
S. Li

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 Apr 17, 2024 at 6:01 PM.

B. Record Attendance

C. Announcements

Ms. Flores announces that Mrs. Lee, Site Director from Downtown Charter Academy will be leaving Amethod Public Schools.

Mrs. Lee says it has been a wonderful journey leading Downtown Charter Academy and that she has grown a lot. She says she is in the system of educating kids, and she will be available to support staff, students, and parents when needed.

D.

Public Comments on Non-Agenda Items

No public comments were made.

II. Consent

A. Approval of 03/27/2024 Regular Board Meeting Minutes

E. Quiroz made a motion to approve the minutes from Regular Meeting of the AMPS Board of Directors on 03-27-24.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Quiroz	Aye
G. Lopez Jr.	Aye
E. Gallegos	Aye
A. Emmanuelli	Aye

B. Approval of Measure Ed Contract

E. Quiroz made a motion to approve Measure Ed Contract.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Quiroz	Aye
G. Lopez Jr.	Aye
A. Emmanuelli	Aye
E. Gallegos	Aye

C. Approval of Revised Uniform Complaint Policy and Procedure Policy (UCP)- 2024

E. Quiroz made a motion to approve Revised Uniform Complaint Policy and Procedure Policy (UCP)- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Lopez Jr.	Aye
E. Quiroz	Aye
E. Gallegos	Aye
A. Emmanuelli	Aye

D. Approval of Revised Suicide Prevention Policy- 2024

E. Quiroz made a motion to approve Revised Suicide Prevention Policy- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Quiroz	Aye
A. Emmanuelli	Aye
G. Lopez Jr.	Aye
E. Gallegos	Aye

E. Approval of Special Education Policy- 2024

E. Quiroz made a motion to approve Special Education Policy- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Quiroz	Aye
G. Lopez Jr.	Aye
A. Emmanuelli	Aye
E. Gallegos	Aye

F. Approval of Revised Family Educational Rights and Privacy Act Policy (FERPA)- 2024

E. Quiroz made a motion to approve Revised Family Educational Rights and Privacy Act Policy (FERPA)- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Quiroz	Aye
E. Gallegos	Aye
G. Lopez Jr.	Aye
A. Emmanuelli	Aye

G. Approval of Revised Education for Homeless Children and Youth Policy- 2024

E. Quiroz made a motion to approve Revised Education for Homeless Children and Youth Policy- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Quiroz	Aye
G. Lopez Jr.	Aye
A. Emmanuelli	Aye
E. Gallegos	Aye

H. Approval of Revised Education for Foster and Mobile Youth Policy- 2024

E. Quiroz made a motion to approve Revised Education for Foster and Mobile Youth Policy- 2024.

A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Quiroz	Aye
G. Lopez Jr.	Aye
E. Gallegos	Aye
A. Emmanuelli	Aye

I. Approval of Revised Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy- 2024

E. Quiroz made a motion to approve Revised Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Gallegos	Aye
G. Lopez Jr.	Aye
E. Quiroz	Aye
A. Emmanuelli	Aye

J. Approval of Revised Search and Seizure Policy- 2024

E. Quiroz made a motion to approve Revised Search and Seizure Policy- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Gallegos	Aye
E. Quiroz	Aye
A. Emmanuelli	Aye
G. Lopez Jr.	Aye

K. Approval of Revised Nondiscrimination Statement- 2024

E. Quiroz made a motion to approve Revised Nondiscrimination Statement- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Gallegos	Aye
E. Quiroz	Aye
A. Emmanuelli	Aye
G. Lopez Jr.	Aye

L. Approval of Revised Visitation and Volunteer Policy- 2024

E. Quiroz made a motion to approve Revised Visitation and Volunteer Policy- 2024.

A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Lopez Jr.	Aye
E. Gallegos	Aye
E. Quiroz	Aye
A. Emmanuelli	Aye

M. Approval of Revised Independent Studies Policy AB 130 Compliant- 2024

E. Quiroz made a motion to approve Revised Independent Studies Policy AB 130 Compliant- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Lopez Jr.	Aye
A. Emmanuelli	Aye
E. Quiroz	Aye
E. Gallegos	Aye

N. Approval of Revised Section 504: Policy, Procedures,and Parent Rights Regarding Identification, Evaluation and Education- 2024

E. Quiroz made a motion to approve Revised Section 504: Policy, Procedures,and Parent Rights Regarding Identification, Evaluation and Education- 2024.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Gallegos	Aye
A. Emmanuelli	Aye
G. Lopez Jr.	Aye
E. Quiroz	Aye

III. Business

A. Approval of Valencia Brothers Contract

E. Quiroz made a motion to approve Valencia Brothers Contract.
E. Gallegos seconded the motion.
Mr. Pearson, Director of Facilities, shares his presentation on the Valencia Brothers Contract. He goes over the range of services covered by this contract. When the internal technician at Amethod Public Schools is unable to fix a problem, Valencia Brothers will step in as the qualified technician to finish the job. He discusses the financial parameters, the contract renewal procedure, and the contractual agreement.

Board Member Andres asks what the spending ceiling is.

Mr. Pearson responds it is over $100,000 per site currently. Bringing in this contract will limit expenditures on facilities work. He says if there are changes to increase or decrease the spending from the board, spending can be adjusted accordingly.

Ms. Flores says with Valencia Brothers, it is projected that $15,000- $30,000 will be spent per site.

Board Member Andres asks for clarity on which projects this contractor will be doing and cost.

Ms. Flores says that there is a spending process set in place. Directors have the spending limit of up to $5,000. Beyond this amount, all projects will need CEO approval and/or board approval.

Mr. Pearson says if the contract is approved, most facilities work will be done by Valencia Brothers unless he believes another vendor is best fit for the scope of the project.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Lopez Jr.	Aye
E. Quiroz	Aye
E. Gallegos	Aye
A. Emmanuelli	Aye

B. Approval of Chief Academic Officer

E. Quiroz made a motion to approve Maurice Williams as Chief Academic Officer with Contingency of his Employment Screening.
E. Gallegos seconded the motion.
Ms. Flores announces Maurice Williams as the final candidate for the Chief Academic Officer position, who will oversee the six school site directors and the Director of Special Education. She reviewed sixteen applications and conducted pre-screening interviews with eight potential CAO candidates. Five candidates were invited for the first round of interviews, and from there, three candidates were invited for the final rounds of interviews. The final round of interviews consisted of two panels. Each panel consisted of six interviewers, and it had staff representation from each site where the interviewers gave feedback on each candidate. Ms. Flores decided that Maurice Williams is the best fit for the organization and can fulfill the role of CAO successfully.

Maurice Williams introduces himself and shares his story of being one of twelve school principals at Lighthouse Charter Schools in Oakland.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Lopez Jr.	Aye
E. Gallegos	Aye
A. Emmanuelli	Aye
E. Quiroz	Aye

C. Approval of Business Management Services Contract; Charter Impact

A. Emmanuelli made a motion to approve the Charter Impact Contract for Back Office Support.
E. Gallegos seconded the motion.
Ms. Flores presents the Charter Impact contract, which will provide back office support for the home office. Ms. Flores researched three back office support vendors: EdTec, CSMC, and Charter Impact. Charter Impact will be charging the rate of 1.65% of LCFF revenue at about $460,000 per year. She believes Charter Impact will provide the level of stability the home office needs so staff can be freed up to better support the sites. The Senior Director of Finance, Payroll Manager, and certain contracts will be eliminated for cost savings to account for the cost of Charter Impact. There is a May 1st start date for Charter Impact in order to support the current budget manager and accounting manager.

Adam Kaeli from Charter Impact shares his presentation of the full scope of service they will be providing. Charter Impact will take over all financials, such as reporting, budgeting, strategic planning, grant reporting, board support and training, payroll management, and benefits. Charter Impact will also provide onboarding support and visibility at school sites to empower site leaders.

Ms. Flores says Charter Impact also works with other charter schools in California. She has contacted a charter network in San Jose that has great things to say about Charter Impact.

Vice Chair Edgar asks for clarity on which roles will be eliminated and how she envisions the support at the site level.

Ms. Flores says the Chief Financial Officer, Senior Director of Finance, and Payroll Manager will be eliminated. Currently, only one individual will be impacted by this elimination, and she has offered this employee another position in the home office to retain staff. She mentions that Charter Impact will be available to provide more real-time support for site leaders.

Board Member Elisa asks how the transition will look and if there will be people from Charter Impact on site to provide support.

Board Chair Gilbert asks if there will be a real-time dashboard provided to site leaders.

Adam says the director from Charter Impact will attend all board meetings to present updates, and Charter Impact will be actively conducting audits and providing onboarding support.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Emmanuelli	Aye
E. Quiroz	Aye
G. Lopez Jr.	Aye
E. Gallegos	Aye

D. Approval of Establishment of Finance Committee

E. Quiroz made a motion to approve Establishment of Finance Committee.
E. Gallegos seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Gallegos	Aye
A. Emmanuelli	Aye
E. Quiroz	Aye
G. Lopez Jr.	Aye

E. Approval of Establishment of Audit Committee

E. Gallegos made a motion to approve Establishment of Audit Committee.
A. Emmanuelli seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

E. Gallegos	Aye
G. Lopez Jr.	Aye
E. Quiroz	Aye
A. Emmanuelli	Aye

F. Appointment of Board Members to Finance Committee

G. Lopez Jr. made a motion to nominate Board Member Andres Emmanuelli to the Finance Committee.
E. Gallegos seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Quiroz	Aye
A. Emmanuelli	Abstain
G. Lopez Jr.	Aye
E. Gallegos	Aye

G. Lopez Jr. made a motion to nominate Board Member Elisa Gallegos-Jackson to the Finance Committee.

E. Quiroz seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Emmanuelli	Aye
E. Quiroz	Aye
E. Gallegos	Abstain
G. Lopez Jr.	Aye

G. Appointment of Board Members to Audit Committee

G. Lopez Jr. made a motion to nominate Vice Chair Edgar Quiroz to the Audit Committee.
E. Gallegos seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Gallegos	Aye
A. Emmanuelli	Aye
G. Lopez Jr.	Aye
E. Quiroz	Abstain

A. Emmanuelli made a motion to nominate Board Chair Gilbert Lopez Jr. to the Audit Committee.
E. Gallegos seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Quiroz	Aye
E. Gallegos	Aye
G. Lopez Jr.	Abstain
A. Emmanuelli	Aye

IV. Discussion

A. Interim CEO Report

Ms. Flores shares the current enrollment status at all six school sites. Currently, the numbers are low, and staff are actively working to increase enrollment numbers. John Henry High School has 70 open seats, and there are 120 open seats across the network. She shares that there is a lack of new students wanting to enroll.

Board Member Andres asks, What are the enrollment strategies to increase these numbers?

Ms. Flores says there is Enroll Oakland and Enroll West Contra Costa for applications. Amethod Public Schools are using Google Ads, passing out flyers in the community, hanging now enrolling banners, as well as plans to further increase social media presence to increase enrollment numbers.

Board Member Andres suggests attending more Oakland community events and having a strong presence in the community.

Ms. Flores shares updates on recruitment, posting of job vacancies, and the Innovare data dashboard update. The audit has been extended to April 30th, and the team has been meeting weekly with the auditors to ensure this deadline is met. She shares Oakland Unified School District visited all three schools, and they suggested minor improvements, such as seeing more student work on the walls. West Contra Costa will be visiting Benito Juarez Elementary and Richmond Charter Academy at the end of April, beginning of May.

V. Closed Session

A. ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Paragraph (2) or (3) of subdivision (d) of Section 54956.9: (3 Cases)

The Board reconvenes from closed session at 9:12pm and there are no reportable actions taken.

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 9:12 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.* ***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) 965-4562 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) 965-4562; Email: sallyli@amethodschools.org*