APPROVED

AMPS
AMETHOD PUBLIC SCHOOLS

# Amethod Public Schools

# Minutes

## Regular Meeting of the AMPS Board of Directors

**Date and Time**
Wednesday May 15, 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

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**Directors Present**
A. Emmanuelli, E. Gallegos, G. Lopez Jr.

**Directors Absent**
E. Quiroz

**Guests Present**
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## 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 May 15, 2024 at 6:07 PM.

### B. Record Attendance

### C. Announcements

No announcements were made.

### D. Public Comments on Non-Agenda Items

No public comments were made.

## II. Consent

### A. Approval of 04/17/2024 Regular Board Meeting Minutes

E. Gallegos made a motion to approve the minutes from Regular Meeting of the AMPS Board of Directors on 04-17-24.
A. Emmanuelli seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| G. Lopez Jr. | Aye |
| E. Gallegos | Aye |
| E. Quiroz | Absent |
| A. Emmanuelli | Aye |

### B. Approval of 04/30/2024 Special Board Meeting Minutes

A. Emmanuelli made a motion to approve the minutes from Special Meeting of the AMPS Board of Directors on 04-30-24.
E. Gallegos seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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|---|---|
| G. Lopez Jr. | Aye |
| E. Quiroz | Absent |
| E. Gallegos | Aye |
| A. Emmanuelli | Aye |

## III. Business

### A. Approval of Financial Audit Report 2022-2023

E. Gallegos made a motion to approve Financial Audit Report 2022-2023.
A. Emmanuelli seconded the motion.
Maria Arechiga, Senior Director of Operations and Compliance, says there were findings for credentials and small internal controls. They have written corrective actions, and she is confident now that Charter Impact is on board, those findings will not be present at the next financial audit report. The final audit report has been submitted to the authorizers.

Sylvia Flores says the 2023-2024 audit has been started and should be completed by December 15th.
The board **VOTED** to approve the motion.

**Roll Call**

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|---|---|
| G. Lopez Jr. | Aye |
| E. Quiroz | Absent |
| E. Gallegos | Aye |
| A. Emmanuelli | Aye |

### B.

**Approval of Scoot Education Contract**

A. Emmanuelli made a motion to approve Scoot Education Contract.
E. Gallegos seconded the motion.
Ms. Flores presents Scoot Education for board approval. Amethod Public Schools have been using Scoot Education for the past 4 years. They are a vendor that helps with filling vacancies, such as by providing paraprofessionals or substitutes until a teacher vacancy has been filled. In the previous years, the team has relied heavily on substitutes from vendors to fill a classroom until a teacher is hired. These individuals have a bachelor's degree and a substitute permit. Scoot Education also offers services such as Teach Start Fellows where they help substitutes enroll in a teacher program. She is unsure of how the spending will look because it is dependent on the number of vacancies at the start of the new year. Scoot Education has provided a day rate per substitute in the agreement.

Board Chair Gilbert asks what the numbers looked like for the past three years.

Ms. Flores says she is unsure of the full amount of service, but last year, about $170,000 was spent on substitute services.

Board Member Elisa asks if substitute services are used due to teachers calling in sick.

Ms. Flores says it is due to long term vacancies in classrooms that do not have a teacher.

Board Member Andres asks who is actively managing the substitute services and if there is a way to decrease the use of substitute services.

Ms. Flores says the school site directors and deans manage the substitute services and they meet weekly for professional development. She says Amethod Public Schools is offering retention bonuses to retain teachers and that will lessen the amount of substitute services being used.

Board Member Elisa asks if there are other services being offered to staff as a form of retention other than offering bonuses.

Ms. Flores says YouthTruth surveys are sent to staff for feedback and there is a grant fund allocated for culture building for staff. She says the retention is higher than last year and there is more support from home office staff.

Ms. Arechiga says we will see a high attrition rate due to non compliance because of credentials.

Ms. Flores says Cecilia from HR has been providing tools and resources for teachers to enroll in teaching programs.

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

**Roll Call**

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|---|---|
| E. Quiroz | Absent |
| G. Lopez Jr. | Aye |
| E. Gallegos | Aye |
| A. Emmanuelli | Aye |

### C. Approval of Expanded Learning Opportunities Program (ELOP) Fund Spending Plan- Benito Juarez Elementary

E. Gallegos made a motion to approve Expanded Learning Opportunities Program (ELOP) Fund Spending Plan- Benito Juarez Elementary.
A. Emmanuelli seconded the motion.
Dr. Walker, Site Director from Benito Juarez Elementary shares her spending plan that would best foster growth, learning, and high engagement. She met with her team and Mr. Clark, Director of Technology to best utilize the funds through digital and virtual engagements.

Mr. Clark shares the fund spending plan, such as 3D Learning Lab.
Robotic kits for 3rd-4th grade to jump start STEM, outside signage for drone use, PA system for emergencies, AV equipment and sound systems. His proposes for the board approval to spend $540,000 of the $800,000 available from Expanded Learning Opportunities Program funds.

Board Chair asks what the deadline is to spend the funds.

Ms. Arechiga says by September 15 but AMPS must be in contract, or obligation, to spend all funds by end of June. There is a large fund due to the roll over of unspent funds from previous years.

Andres asks what about the rest of the money. He asks if teachers have been asked for input on traditional equipments such as microscopes.

Mr. Clarks says the rest of the spending will be on furniture which does not fall under technology.

Dr. Walker says teachers have been asked for feedback and certain items are being ordered by Ms. Castillo that do not fall under the technology department.

Board Member Elisa asks if there is a plan for wellness prevention and support for teachers while bringing in all the technology.

Dr. Walker says TomoClub helps with social and physical components of engagement. The program also gets the students to stand and walk around in the mode of virtual reality. As for the teachers, she is planning to bring in a consultant that will support them.
The board **VOTED** to approve the motion.

**Roll Call**

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|---|---|
| G. Lopez Jr. | Aye |
| E. Quiroz | Absent |
| E. Gallegos | Aye |
| A. Emmanuelli | Aye |

### D. Approval of Cost of Living Adjustment of 3.2% for 2024-2025

A. Emmanuelli made a motion to approve Cost of Living Adjustment of 3.2% for 2024-2025.
E. Gallegos seconded the motion.
Ms. Flores presents to the board for approval of an increase of 3.2% cost of living adjustment. Matt Percin from Charter Impact put together a preliminary budget and the numbers came out to a 3.2% increase for cost of living that will still leave enough for healthy reserves. She says the governor did not provide much of a change in his May revise. Another reason this increase is able to happen is due to the projected increase in enrollment and ADA for the new school year. This cost of living adjustment will be for all employees who were hired before March 1st and her contract does not go into the adjustment and will have no impact.

Board Chair Gilbert asks if Charter Impact reviewed all of the grants to make this happen.

Ms. Flores says the finance team and Maria provided a list of grants to Charter Impact and they were able to allocate money for salary increases.
The board **VOTED** to approve the motion.

**Roll Call**

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|---|---|
| E. Gallegos | Aye |
| G. Lopez Jr. | Aye |
| A. Emmanuelli | Aye |
| E. Quiroz | Absent |

## IV. Discussion

### A. Interim CEO Report

Ms. Flores shares her CEO Report covering enrollment. Oakland Charter Academy is projecting 225 students; currently, 223 students have registered, and she is hoping the numbers will go up. For Oakland Charter High School, the projection is 350 students. There is low enrollment for 9th grade students, and she is predicting there will be low enrollment for the next few years. Oakland Charter High School currently has 72 9th graders, and the projection is that next year there will be 85 incoming 9th graders.

Downtown Charter Academy projection is 300 students, and they are at 305 students. Benito Juarez Elementary is projecting 498 students, and they currently have 499 students. Richmond Charter Academy is projecting about 300 students for the next school year. John Henry High School is under-enrolled with 320 students. The current 9th grade class has 74 students. To sum it up, there will be a projection of 1,993 students for next year across all six schools.

For staffing, open positions are posted, and there is a campaign on Indeed for hiring qualified credentialed teachers. She says the market for hiring qualified teachers is competitive, and many are offered same-day job offers. She is reviewing salary bands with Ms. Arechiga to ensure Amethod Public Schools is competitive. Currently, many staff are happy and will be returning for the next school year, with the exception of those who are not returning because they will be out of compliance due to expiring short-term staff permits.

Advanced Placement testing and California Assessment of Student Performance and Progress testing will take place soon, and they will contribute to the dashboard. iReady and NWEA data will be presented at the June board meeting.

Board Member Andres says every staff member has been sent an email requesting feedback regarding the interim CEO's. Select members have been chosen for the evaluation of the interim CEO. He says if anyone is interested in the position, they may send their resume to Shameka, the HR consultant.

## V. Closed Session

### A. ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Paragraph (2) or (3) of subdivision (d) of Section 54956.9: (1 Case)

The board returns from closed session at 8:16pm and there are no reportable actions.

### B. PENDING LITIGATION- WFCS Significant exposure to litigation pursuant to Paragraph (2) or (3) of subdivision (d) of Section 54956.9

The board returns from closed session at 8:16pm and there are no reportable actions.

## 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 8:16 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*