



Voices College-Bound Language Academies

Board Meeting

Date and Time

Wednesday December 1, 2021 at 2:00 PM PST

Zoom Meeting

<https://us02web.zoom.us/j/84445425805?pwd=MDBWS3JUc0tRNG5zVE1PMUhpUzBXZz09>

Meeting ID: 844-4542-5805

Password: 3097

Dial

(408) 638 0968 (San Jose)

Instructions For Presentations To The Board By Parents and Citizens

PUBLIC COMMENTS OF PERSONS DESIRING TO ADDRESS THE BOARD

At this time, members of the public may address the Board on any issue within the subject matter jurisdiction of the Board that is not listed on this agenda. Members of the public may also address the Board on an agenda item before or during the Board's consideration of the item. Submitted comments may be read into the record to the extent practicable based upon factors such as the length of the agenda and available time. Comments received within the window of the board meeting whether read or not, will be shared with the board and noted in the minutes.

Individual commenters are limited to a single comment per agenda item.

Public comments will be accepted prior to, and during the board meeting, subject to limitations discussed here.

Comments may be read in the order received and will be accepted up to the point each agenda item is heard, acted upon or when the Board President has completed the call for public comment on that agenda item.

Comments submitted during the board meeting but after the agenda item has been called for a vote, or has already been completed will not be read publicly, but may be entered into the record.

Comments should be limited to 400 words or less, and will need to be readable within the time allocated for each comment. These presentations are limited to no more than 15 minutes total and 3 minutes per person. A full comment may not be read if the length of time to read the comment exceeds the designated limit. No action can

be taken on an item not on the agenda at this time but may be referred to the administration or put on a future agenda.

1. When addressing the Board, speakers are requested to state their name and address and adhere to the limits set forth.
 2. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or majority of all, of the Board members shall be available for public inspection at 6840 Via Del Oro, Suite #160. San Jose, CA 95119.
 3. 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 may request assistance by contacting Lizzette Ramirez at (408)791-1609 Ex.1052
 4. All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The executive director recommends approval of all consent items.
 5. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.
 6. All time duration are estimates and may run shorter or longer.
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Agenda

| | Purpose | Presenter | Time |
|--|---------|-----------|------|
|--|---------|-----------|------|

I. Opening Items

2:00 PM

Opening Items

A. Record Attendance

B. Call the Meeting to Order

| | |
|--|------|
| C. Approval of Board Findings Relating to Teleconference Meetings During State of Emergency | Vote |
|--|------|

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 health or safety of attendees. Pursuant to Government Code Section 54953(3), the

| | Purpose | Presenter | Time |
|--|---|-----------|------|
| 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. | | | |
| D. | Public Comment (on items not on the Agenda) | | |
| Non-agenda items: No individual presentation shall be more than 3 minutes and the total time for this purpose shall not exceed 15 minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the board may give direction to staff following a presentation. | | | |

II. Consent Items

| | | | |
|---|---------------------|--------------------|--|
| A. | Approve Minutes | Approve Minutes | |
| Approve minutes for Board Meeting on October 25, 2021 | | | |
| B. | Depreciation Policy | Vote | |
| The finance committee has reviewed the policy and recommends the board approve. | | | |

III. Board Business

| | | | |
|--|--------------------------------------|------|--|
| A. | Community Survey | FYI | |
| B. | Finance Updates and Fiscal Approvals | Vote | |
| -Approve 21-22 First Interim Financials for Voices FS, WCC, ST, MH, MP | | | |
| -Audit update | | | |
| -January board meeting date | | | |
| -Approval of Educator Effectiveness plan for FS, WCC, ST, MH, MP | | | |
| C. | Committee updates | FYI | |

IV. Closed Session

| | | | |
|-----------|---|--|--|
| A. | Public Employee Performance Evaluation- CEO (Pursuant to Gov. Code Section 54957(b)(1).) | | |
|-----------|---|--|--|

| | Purpose | Presenter | Time |
|--|---------|-----------|------|
|--|---------|-----------|------|

V. Reconvene Open Session

- | | | | |
|-----------|--|------|--|
| A. | Report on action taken in closed session | FYI | |
| B. | Voices San Joaquin Opening Decision | Vote | |

VI. Closing Items

- | | | | |
|-----------|-----------------|------|--|
| A. | Adjourn Meeting | Vote | |
|-----------|-----------------|------|--|

Coversheet

Approve Minutes

| | |
|--------------------------|---|
| Section: | II. Consent Items |
| Item: | A. Approve Minutes |
| Purpose: | Approve Minutes |
| Submitted by: | |
| Related Material: | Minutes for Board Meeting on October 25, 2021 |

APPROVED



Voices College-Bound Language Academies

Minutes

Board Meeting

Date and Time

Monday October 25, 2021 at 5:00 PM

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/84445425805?pwd=MDBWS3JUc0tRNG5zVE1PMUhpUzBXZz09>

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Directors Present

A. Miller (remote), D. Cadette (remote), I. Connell (remote), K. Wisckol, S. Perez (remote), S. Sandoval (remote), W. Plasencia (remote)

Directors Absent

None

Directors who arrived after the meeting opened

K. Wisckol

Non Voting Members Present

F. Teso (remote)

Guests Present

L. Ramirez (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Sandoval called a meeting of the board of directors of Voices College-Bound Language Academies to order on Monday Oct 25, 2021 at 5:09 PM.

C. Approval of Board Findings Relating to Teleconference Meetings During State of Emergency

A. Miller made a motion to Approve of Board Findings Relating to Teleconference Meetings during State of Emergency.

W. Plasencia seconded the motion.

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

Roll Call

S. Sandoval Aye

S. Perez Aye

W. Plasencia Aye

A. Miller Aye

I. Connell Aye

K. Wisckol Absent

D. Cadette Aye

D. Public Comment (on items not on the Agenda)

No public comments.

II. Consent Items

A. Approve Minutes

D. Cadette made a motion to approve the minutes from Board Meeting on 09-01-21.

S. Perez seconded the motion.

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

Roll Call

S. Perez Aye

Roll Call

A. Miller Abstain
I. Connell Absent
S. Sandoval Aye
D. Cadette Aye
K. Wisckol Aye
W. Plasencia Aye

B. 2021-22 Bell Schedule Voices Flagship, Morgan Hill and Mt. Pleasant, Stockton, and WCC_ Revised

D. Cadette made a motion to approve bell schedules presented.
I. Connell seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Perez Aye
S. Sandoval Aye
A. Miller Aye
D. Cadette Aye
I. Connell Aye
K. Wisckol Absent
W. Plasencia Aye

C. Approve 20-21 Unaudited Actuals

D. Cadette made a motion to approve 20-21 unaudited actuals.
I. Connell seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

I. Connell Aye
S. Perez Aye
S. Sandoval Aye
K. Wisckol Absent
A. Miller Aye
D. Cadette Aye
W. Plasencia Aye

D. Approve Annual Bank Signature and Credit Card Authorization

Pulled from agenda

III. Board Business

A. Public Hearings Education Effectiveness Plan for Voices FS, MH, MP, WCC and ST

Dena Koren from EdTech presented Education Effectiveness Plan.
K. Wisckol arrived at 5:22 PM.

B. ESSER III Spending Plan Voices FS, MP, MH, and WCC

Dena Koren presented ESSER III Spending Plan for Voices FS, MH, MP, and WCC.

I. Connell made a motion to ESSER III Spending Plan.

K. Wisckol seconded the motion.

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

Roll Call

D. Cadette Aye

S. Perez Aye

S. Sandoval Aye

I. Connell Aye

W. Plasencia Aye

K. Wisckol Aye

A. Miller Aye

IV. Closed Session

A. Public Employee Performance Evaluation- CEO (Pursuant to Gov. Code Section 54957(b)(1).)

Adjourn closed session at 5:47 PM.

V. Reconvene Open Session

A. Report on action taken in closed session

The board will hold a board meeting on Novemebr 22, 2021 at 2:30 pm.

VI. Closing Items

A. Adjourn Meeting

K. Wisckol made a motion to adjourn.

D. Cadette seconded the motion.

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

Roll Call

S. Perez Aye

S. Sandoval Aye

W. Plasencia Aye

A. Miller Aye

D. Cadette Aye

I. Connell Aye

K. Wisckol Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,
F. Teso

Coversheet

Depreciation Policy

Section: II. Consent Items
Item: B. Depreciation Policy
Purpose: Vote
Submitted by:
Related Material:
Financial Policies - Capitalization and Depreciation and Disposal of Property.docx

DRAFT

Voices College-Bound Language Academies
Addendum to Fiscal Policies

A. Capitalization and Depreciation:

The organization will capitalize and depreciate all assets costing \$5,000 or more. All other assets are charged to expense in the year incurred.

Capitalized assets are recorded at cost and depreciated under the straight-line method over their estimated useful lives which varies depending on the asset. The organization will depreciate according to the following schedule:

| Depreciation Policy | |
|---|--|
| Computers with individual value more than asset threshold | 3 years |
| Office/classroom furniture & equipment | 5 years |
| Leasehold improvements | Life of lease or 5 years, whichever is greater |

Repair and maintenance costs, which do not extend the useful life of the asset, are charged to expense. The cost of assets sold or retired and related amounts of accumulated depreciation are eliminated from the asset accounts, and any resulting gain or loss is included in the earnings in the year.

B. Disposal of Surplus Property and Donations:

If the organization wishes to donate equipment or other surplus property, the Board shall declare the property surplus and authorize the donation. Requirements for potential recipients shall include: (1) the recipient is fully independent of the organization, with none of the organization's board members or key personnel involved in the recipient; and (2) the recipient shall be a non-profit or governmental entity related to education. In addition, the organization shall secure a receipt from the recipient for the donated property and shall remove the asset from the organization's books and record the donation as required by state and federal audit guidelines.

Property Acquired with Federal Grant Funds

If the property in question cost \$5,000 or more at the time of acquisition and was acquired with federal grant funds, the organization shall notify the federal contract administrator per the federal grant requirements prior to donating or disposing of such property as provided above.