

DRAFT



California Connections Academy

Minutes

California Online Public Schools (CalOPS) Annual Board Meeting

Date and Time

Wednesday June 21, 2023 at 3:30 PM

Location

CalCA NorCal: 580 N. Wilma Avenue, Suite G, Ripon, CA 95366
CalCA SoCal: 33272 Valle Road, San Juan Capistrano, CA 92675
23091 Arden Street, Lake Forest, CA 92630
1201 Cara Road, Dinuba, CA 93618
8422 Madison Avenue, Fair Oaks, CA 95628
3753 W. Norberry Street, Lancaster, CA 93536
32946 Calle San Marcos San Juan Capistrano, 92675
9423 Reseda Blvd. Apt#230, Northridge, CA 91324
5716 Owl's Nest Drive, Santa Rosa, CA 95409

Join Zoom Meeting

<https://zoom.us/j/99738547973>

Meeting ID: 997 3854 7973

Dial In:

+1 (669) 444-9171 ext. 99738547973# US

This meeting is open to the public in person and via teleconference. For information about this meeting or for members of the public who require special accommodations to attend, contact the school offices: Bernie Jamero at (209) 253-1208 or Eva McGahey at (714) 248-6179 at least 24 hours prior to the meeting. The Board packet can be made available for public review by contacting the school offices prior to the Board meeting in compliance with California open meeting law.

Directors Present

D. Rivas (remote), E. Wickliffe (remote), M. Henjum (remote), M. Nunez (remote)

Directors Absent

A. Pulsipher, E. Pavlich, P. Hedrick

Guests Present

A. Larsen (remote), C. Sanchez Reyes (remote), D. Hertzler (remote), D. Kozub (remote), E. McGahey, H. Roney (remote), J. Colombero (remote), Jason Sitomer (remote), L. Carter (remote), L. Dombek (remote), L. Johnson (remote), M. White (remote), Matt Percin (remote), Melissa Hatch (remote), R. Romero (remote), R. Savage (remote), S. Ford (remote), V. Acosta

I. Opening Items

A. Call the Meeting to Order

D. Rivas called a meeting of the board of directors of California Connections Academy to order on Wednesday Jun 21, 2023 at 3:39 PM.

B. Roll Call

Melissa Hatch - Brandastic Digital Marketing Agency Marketing Strategy Manager

Matt Percin - Charter Impact Director of Client Finance

Jason Sitomer - Charter Impact Managing Director

Chandre Sanchez - PVS Academic Success Partner

Donna Kozub - PVS School Financial Services

Laura Johnson - PVS School Success Partner

Viridiana Acosta - CalCA Executive Assistant - in person at Ripon Office

Eva McGahey - CalCA Administrative Assistant - in person at CAPO Office

Ashley Larsen - CalCA Administrative Assistant

Marcus White - CalCA Elementary School Principal

Richard Savage - CalCA Superintendent

Richie Romero - CalCA Deputy Superintendent

Steve Ford - CalCA Assistant Superintendent of Human Resources

Dan Hertzler - CalCA Director of Business Services

LaChelle Carter - CalCA Director of Finance

Leslie Dombek - CalCA Director of Student Achievement

Julie Colombero - CalCA California Family Outreach

Harold Roney - Director of Student Services

C. Approval of Agenda

M. Nunez made a motion to approve the Agenda.

D. Rivas seconded the motion.

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

Roll Call

P. Hedrick Absent
D. Rivas Aye
M. Henjum Aye
E. Wickliffe Aye
M. Nunez Aye
E. Pavlich Absent
A. Pulsipher Absent

II. Oral Reports

A. Superintendent's Report

R. Savage updates on graduation activities. UC Berkley graduation ceremony was fantastic. The CalCA staff does a phenomenal job with these types of student celebrations. UCI will come tomorrow at 11am. Winding down the school year currently, but the team is prepared for the challenge.

The enrollment team is moving along well, better even than anticipated with ITR. Staffing is in good order for the coming school year.

In regards to the sponsoring school update, Scotts Valley Unified for Monterey Bay, Ripon Unified for NorCal, and Middletown Unified for North Bay have all been sent letters. This is to begin the process of Charter Renewal. There were some questions, Ripon Unified is inquiring about the report to their Board and R. Savage and his team will gather to prepare this report to be given towards the end of July.

B. Principals' Report (attached)

M. White updates on Elementary. Tomorrow is the last day of school! It is a busy time trying to finish out the assignments, portfolios, and student work to end the school year on a good note. Looking forward to a well deserved summer vacation and a strong start to next school year.

K. Mannix could not attend due to travel for graduation ceremonies.

C. CalCA Financial Report

L. Carter informs the Board that H. Tamayo's absence at today's meeting is due to her attendance at CalCA's NorCal 8th grade promotion, live for the first time since the COVID pandemic.

In regards to the Financial Report, about 88% of the general revenue has come in, which leaves us in a good spot. With spending, we are at 84% and will likely not hit 100% expected spending for this school year. All Pearson invoices have been paid through April for all schools except Central Coast. Given Board approval for the May invoices, they will go out through the month of July upon returning from break.

The winter report has been revealed, but when the spring report is posted, Charter Impact will be doing the footwork to apply for federal funding for our two smallest charters.

Funding determinations were successfully submitted and approved for 100% funding. SPED contracts are in the works now, to be addressed in a later Agenda Item.

D. Policy and Compliance Report

D. Hertzler thanks L. Johnson for providing documentation for this item. Budget is on schedule as far as the state level. State Board of Education has COLA set in place with ~8.25% to LCFF.

The budget deficit at the state level has not led to any budget cuts for K-12 education. No major items will affect our charter schools as of now.

The charter renewal update will be discussed in more detail later on in this Agenda. In overview, we are looking to renew charters for NorCal, Monterey Bay, and North Bay for 5 years.

III. Consent Items

A. Approval of Minutes from the May 23, 2023 Board Meeting (attached)

B. Approval of Staffing Report (attached)

C. Approval of Pearson Invoice(s) (attached)

D. Approval of Contracts over \$20k (attached)

E. Approval of Evaluation Software Purchase (attached)

F. Approval of Regular Vendor List and Associated Payments (attached)

G. Approval of Board Designee for Charter Petition Renewals (attached)

M. Henjum made a motion to approve Consent Agenda Items A through G. The board **VOTED** to approve the motion.

Roll Call

E. Pavlich Absent

A. Pulsipher Absent

D. Rivas Aye

M. Henjum Aye

P. Hedrick Absent

M. Nunez Aye

E. Wickliffe Aye

IV. Action Items

A. Approval of Directors to Three Year Terms

D. Hertzler confirms the two Board Members with expiring terms, Adam Pulsipher and Paul Hedrick, and explains that they both wish to renew for another 3 year term on the CalOPS Board.

M. Henjum made a motion to approve the Directors to Three Year Terms.

M. Nunez seconded the motion.

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

Roll Call

- E. Wickliffe Aye
- P. Hedrick Absent
- D. Rivas Aye
- M. Nunez Aye
- A. Pulsipher Absent
- M. Henjum Aye
- E. Pavlich Absent

B. Approval of Officers for the 2023-2024 School Year

D. Hertzler introduces the line up of Board of Director Officers for the upcoming 2023-2024 school year:

1. President - Elaine Pavlich
2. Vice President - Diana Rivas
3. Treasurer - Michael K. Henjum
4. Secretary - Adam Pulsipher

M. Nunez made a motion to approve the Board of Directors Officers for the 2023-2024 school year.

E. Wickliffe seconded the motion.

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

Roll Call

- M. Henjum Aye
- A. Pulsipher Absent
- M. Nunez Aye
- P. Hedrick Absent
- E. Wickliffe Aye
- D. Rivas Aye
- E. Pavlich Absent

C. Approval of 2023-2024 Preliminary Budgets (attached)

J. Sitomer shares his screen and presents 6 individual budgets for the 6 CalCA charter schools (attached).

D. Rivas asks for more elaboration regarding the Revenue and Expense slide. M Percin chimes in that there may be slight differences between schools by percentages just due to the amount of students. J. Sitomer continues that the differences look misleading, but it just has to do with the difference in budgets per school and how it applies to the total staff.

M. Henjum made a motion to approve the 2023-2024 Preliminary Budgets.

M. Nunez seconded the motion.

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

Roll Call

- E. Wickliffe Aye
- P. Hedrick Absent
- D. Rivas Aye
- E. Pavlich Absent
- M. Nunez Aye
- A. Pulsipher Absent
- M. Henjum Aye

D. Approval of Local Control and Accountability Plans (LCAPs) (attached)

L. Dombek presents the LCAP, explaining that it is great at showing the how, what, and why programs and services are selected, and how it directly aligns with schoolwide goals and actions towards these goals. Increase in grade rate partially due to PS, it went from 87% to 93%. There has also been an increase in biweekly contact with students from 94.9% to 99.3%.

L. Dombek requests approval to CalCAs LCAPs.

M. Henjum made a motion to approve the Local Control and Accountability Plans (LCAPs).

D. Rivas seconded the motion.

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

Roll Call

- E. Wickliffe Aye
- E. Pavlich Absent
- A. Pulsipher Absent
- P. Hedrick Absent
- M. Henjum Aye
- D. Rivas Aye
- M. Nunez Aye

E. Approval of CalCA Board of Directors Bylaws Update and Renewal (attached)

D. Hertzler presents the Updated Bylaws for Renewal. New point allows for a high school student to sit on the Board for a 1 year term if they so choose.

D. Rivas inquires about how it would be decided who would be sitting on the board if multiple students were interested. D. Hertzler explains the election process that would commence to vote on a student for the board position.

M. Henjum asks if there is a process to determine which students are eligible to sit on the Board and D. Hertzler states that no, this would be something to be brought up from the high school level and escalate from there, but presumably it would have to do with the student being in good standing, ie good attendance and passing grades.

M. Nunez made a motion to approve the CalCA Board of Directors Bylaws Update and Renewal.

E. Wickliffe seconded the motion.

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

Roll Call

P. Hedrick Absent

M. Nunez Aye

E. Pavlich Absent

M. Henjum Aye

A. Pulsipher Absent

E. Wickliffe Aye

D. Rivas Aye

F. Approval of Master Contract and List of Special Education Providers and Authorization of the Director of Finance to Negotiate, Amend, Finalize, and Execute Contracts Listed and Any Future Providers for the 2023-2024 School Year (attached)

L. Carter notes that this item is an annual Agenda Item. The Master Contract is directly from SELPA, it has been used for several years and each year is vetted for changes that would negatively impact the schools. The second attachment on this item explains the addendum of fees to match the previous school year as it is an extension of the school year rather than billing based off the coming school year.

D. Rivas inquires as to why the contract refers to 'private schools' when CalCA/CalOPS is a public online charter school. L. Carter answers that it has to do with vendor contracts and their classification, not ours.

M. Henjum made a motion to approve the Master Contract and List of Special Education Providers and Authorization of the Director of Finance to Negotiate, Amend, Finalize, and Execute Contracts Listed and Any Future Providers for the 2023-2024 School Year.

M. Nunez seconded the motion.

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

Roll Call

M. Nunez Aye

A. Pulsipher Absent

P. Hedrick Absent

M. Henjum Aye

D. Rivas Aye

E. Pavlich Absent

E. Wickliffe Aye

G. Approval of College and Career Access Pathways Dual Enrollment Partnership Agreement (attached)

L. Dombek asks for approval for College and Career Access Pathways Dual Enrollment Partnership Agreement with Saddleback College through June 30, 2026. The purpose is

to expand dual enrollment opportunities. It is a renewal as we have already been in partnership for the past two years.

D. Rivas asks how many students have utilized this program. L. Dombek answers 18-22 students on average, but we are always looking to increase this number.

M. Nunez made a motion to approve the College and Career Access Pathways Dual Enrollment Partnership Agreement.

E. Wickliffe seconded the motion.

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

Roll Call

P. Hedrick Absent

A. Pulsipher Absent

M. Nunez Aye

M. Henjum Aye

E. Wickliffe Aye

D. Rivas Aye

E. Pavlich Absent

H. Approval of Associated Banking Resolutions (attached)

L. Carter states that F. Sassin was removed from the Associated Banking Resolutions, but

The second document updates the list of signers for annual records.

The last document includes Charter Impact with limited access to prep for the future when they are handling accounts payable, payroll, etc.

D. Rivas asks about the extent of Charter Impact's permissions with the bank.

L. Carter notes that they only have the ability to complete payroll and deal with accounts payable. They are not able to make unauthorized deposits or withdrawals (outside of the check writing process), or move money in between accounts.

M. Henjum made a motion to approve the Associated Banking Resolutions.

E. Wickliffe seconded the motion.

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

Roll Call

A. Pulsipher Absent

M. Henjum Aye

E. Wickliffe Aye

P. Hedrick Absent

M. Nunez Aye

E. Pavlich Absent

D. Rivas Aye

I. Approval of Education Protection Account Resolution and Budgets (attached)

J. Sitomer presents the Education Protection Account Resolution and Budgets for all 6 schools and notes the differences between them (attached). He covers the amount of

money per school split between salaries and benefits. This is an item needing separate approval, but all information was reviewed in Action Item C.

M. Henjum made a motion to approve the Education Protection Account Resolution and Budgets.

D. Rivas seconded the motion.

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

Roll Call

A. Pulsipher Absent

P. Hedrick Absent

M. Nunez Aye

M. Henjum Aye

E. Wickliffe Aye

D. Rivas Aye

E. Pavlich Absent

J. Approval of Marketing and Public Relations Budget for the 2023-2024 School Year (attached)

J. Colombero introduces M. Hatch and the marketing vendor recently brought on, Brandastic Digital Marketing Agency.

M. Hatch introduces Brandastic and their background. She discusses some of the most recent endeavors for CalOPS within the support they are providing with email marketing, paid campaigns, and search engine optimization.

J. Colombero shares their screen to walk through the presentation on Brandastics proposal. This discusses the cost of services, what will be provided, goals for the team, etc.

D. Rivas asks when the partnership begins. J. Colombero states it will begin in July to get a jump on the new brand development.

M. Henjum made a motion to approve the Marketing and Public Relations Budget for the 2023-2024 School Year.

D. Rivas seconded the motion.

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

Roll Call

E. Pavlich Absent

A. Pulsipher Absent

E. Wickliffe Aye

D. Rivas Aye

M. Nunez Aye

P. Hedrick Absent

M. Henjum Aye

V. Information Items

A. Pearson Virtual Schools Update

L. Johnson notes that the enrollment team is supporting students and families through the 23-24 school year with ITRs. Preparations are under way for the start of the new school year, including products introduced in last month's Pearson Virtual Schools Update and Product Memo.

L. Johnson extended congratulations on successful EOY Events and the impact CalCA has on its students and families.

B. Local Indicator Report (attached)

L. Dombek shares Local Indicator Report with the Board. Reports generally on the success of our schools. We are maintaining from last years stats on academic standards (priority 2) with full implementation marks. For priority 3, we are maintaining full implementation and sustainability in regards to relationships with our families and our staff.

VI. CLOSED SESSION

A. Vote

M. Henjum made a motion to move to Closed Session.

M. Nunez seconded the motion.

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

Roll Call

A. Pulsipher Absent

M. Henjum Aye

P. Hedrick Absent

M. Nunez Aye

E. Wickliffe Aye

D. Rivas Aye

E. Pavlich Absent

M. Henjum made a motion to leave Closed Session.

M. Nunez seconded the motion.

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

Roll Call

E. Pavlich Absent

P. Hedrick Absent

M. Nunez Aye

D. Rivas Aye

E. Wickliffe Aye

A. Pulsipher Absent

M. Henjum Aye

VII. Closing Items

A. Adjourn Meeting

M. Henjum made a motion to adjourn the meeting.

E. Wickliffe seconded the motion.

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

Roll Call

E. Pavlich Absent

A. Pulsipher Absent

M. Nunez Aye

D. Rivas Aye

E. Wickliffe Aye

P. Hedrick Absent

M. Henjum Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:21 PM.

Respectfully Submitted,

D. Rivas