APPROVED

# Wonderful College Prep Academy

# Minutes

## September Board of Directors Meeting

**Date and Time**
Wednesday September 29, 2021 at 5:30 PM

This meeting was held in accordance with the Brown Act as currently in effect under the State of Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020, that allows the Board of Directors to conduct the meeting and the Board members and the public to participate by teleconference, videoconference, or both.

**Virtual Meeting Information:**
https://us06web.zoom.us/j/87300134698?pwd=ZkJvbEJscC9NbjN5UXhBMjlKRUlwZz09
Meeting ID: 873 0013 4698
Passcode: 2070

**Dial-in Information:**
(669) 900-9128
Meeting ID: 873 0013 4698
Passcode: 2070

**Directors Present**
A. Hixon (remote), E. Unruh (remote), P. Martinez (remote), S. Castellanos (remote)

**Directors Absent**
M. Avilez, M. Moreno

**Guests Present**
A. Blandon (remote), A. Martinez (remote), A. Rollin (remote), B. DeFlitch (remote), B. Toomey (remote), C. Signater (remote), C. Webb-Cole (remote), D. Kumar (remote), D. Samari (remote), E. Cortez (remote), E. Gadbaw (remote), E. Soto (remote), F. Guzman (remote), J. Guzman (remote), J. King (remote), J. Sotolov (remote), J. Steiner (remote), K. Goss (remote), L.

Sanchez (remote), M. Castellanoz (remote), M. Morillo (remote), S. Bachofer (remote), T. Garrison (remote), T. Mirzaian (remote)

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## I. Opening Items

### A. Call the Meeting to Order

A. Hixon called a meeting of the board of directors of Wonderful College Prep Academy to order on Wednesday Sep 29, 2021 at 5:31 PM.

### B. Flag Salute

A. Hixon led in the flag salute.

### C. Record Attendance

### D. Public Comments

No public comments were made at this meeting.

## II. Consent Agenda

### A. Review and Approve: Minutes of Regular Board Meeting of August 24, 2021

E. Unruh made a motion to approve the minutes from the WCPA August Board of Directors Meeting on 08-24-21.
S. Castellanos seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| P. Martinez | Aye |
| M. Moreno | Absent |
| A. Hixon | Aye |
| S. Castellanos | Aye |
| M. Avilez | Absent |
| E. Unruh | Aye |

### B. Review and Approve: Minutes of Special Board Meeting of August 30, 2021

E. Unruh made a motion to approve the minutes from the Special Meeting of the WCPA Board of Directors on 08-30-21.
S. Castellanos seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| S. Castellanos | Aye |
| P. Martinez | Aye |
| M. Moreno | Absent |

**Roll Call**

| | |
|---|---|
| A. Hixon | Aye |
| E. Unruh | Aye |
| M. Avilez | Absent |

### C. Ratification of Delano August 2021 Vendor Payments

E. Unruh made a motion to approve Consent Agenda Items II A-D as presented.
S. Castellanos seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| P. Martinez | Aye |
| E. Unruh | Aye |
| A. Hixon | Aye |
| S. Castellanos | Aye |
| M. Moreno | Absent |
| M. Avilez | Absent |

### D. Ratification of Lost Hills August 2021 Vendor Payments

E. Unruh made a motion to approve Consent Agenda Items II A-D as presented.
S. Castellanos seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| P. Martinez | Aye |
| M. Moreno | Absent |
| E. Unruh | Aye |
| M. Avilez | Absent |
| S. Castellanos | Aye |
| A. Hixon | Aye |

Consent Agenda Items II A-D were approved as presented with one motion.

## III. Regular Agenda - Policies and Compliance

### A. Action Item: Appointment of Supervisor of Attendance - Delano

S. Castellanos made a motion to approve the appointment of Fermin Guzman as Supervisor of Attendance for Wonderful College Prep Academy (Delano).
P. Martinez seconded the motion.
Interim Superintendent Martinez reminded the Board that all local educational agencies with enrollment greater than 1,000 students must appoint a Supervisor of Attendance. As the new Director of Student Services for WCPA, Interim Superintendent Martinez recommended Fermin Guzman for this appointment.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| M. Moreno | Absent |

**Roll Call**

| | |
|---|---|
| A. Hixon | Aye |
| M. Avilez | Absent |
| P. Martinez | Aye |
| E. Unruh | Aye |
| S. Castellanos | Aye |

### B. Action Item: Approval of Resolution No. 2021/22-004 Making Determination Regarding the Safety of Meeting in Person in Compliance with Government Code Section 54953

E. Unruh made a motion to approve Resolution No. 2021/22-004 Making Determination Regarding the Safety of Meeting in Person in Compliance with Government Code Section 54953.

S. Castellanos seconded the motion.

Joanna Sotolov, legal counsel, presented the resolution regarding the determination of the safety of meeting in person. By adopting the resolution, the Board of Directors determines that as a result of the proclaimed state of emergency due to COVID-19, meeting in-person would present imminent risks to the health and/or safety of attendees. This resolution permits the Board to continue holding virtual meetings while California remains under the state of emergency related to COVID-19, provided other requirements of AB 361 are met.

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

**Roll Call**

| | |
|---|---|
| S. Castellanos | Aye |
| P. Martinez | Aye |
| A. Hixon | Aye |
| E. Unruh | Aye |
| M. Moreno | Absent |
| M. Avilez | Absent |

## IV. Regular Agenda - Finance & Operations

### A. Information Item: Monthly Business Report - Delano

Kyle Goss, Vice President of School Finance from ExED, presented the current state of the WCPA Delano campus to the Board. Mr. Goss stated that the school is in good financial shape, especially with the additional federal funds that have been received. Mr. Goss also mentioned that the Finance team would be bringing the revised budget to the Board for review and approval at the October Board of Directors meeting.

### B. Information Item: Monthly Business Report - Lost Hills

Kyle Goss, Vice President of School Finance from ExED, presented the financial state of the WCPA Lost Hills campus to the Board. Mr. Goss stated that the school budget would be supported with the additional federal funds that have been received. Mr. Goss also

mentioned that the Finance team would be bringing the revised budget to the Board for review and approval at the October Board of Directors meeting.

### C. Action Item: Ratification of Certification of 2020-2021 Unaudited Financial Statement - Alternative Form - Delano

E. Unruh made a motion to ratify the certification of the 2020-2021 Unaudited Financial Statement – Alternative Form for Wonderful College Prep Academy (Delano).
S. Castellanos seconded the motion.
Bill Toomey, Chief Business Officer, presented the unaudited financials for WCPA Delano. The Academy is required to file unaudited financial statements with Kern County each year followed by audited financial statements in mid-December. Unaudited financial statements are due to the Kern County Superintendent of Schools by September 15**.**
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| S. Castellanos | Aye |
| P. Martinez | Aye |
| M. Moreno | Absent |
| E. Unruh | Aye |
| A. Hixon | Aye |
| M. Avilez | Absent |

### D. Action Item: Ratification of Certification of 2020-2021 Unaudited Financial Statement - Alternative Form - Lost Hills

S. Castellanos made a motion to ratify the certification of the 2020-2021 Unaudited Financial Statement – Alternative Form for Wonderful College Prep Academy – Lost Hills.
P. Martinez seconded the motion.
Bill Toomey, Chief Business Officer, presented the unaudited financials for WCPA Lost Hills. The Academy is required to file unaudited financial statements with Kern County each year followed by audited financial statements in mid-December. Unaudited financial statements are due to the Kern County Superintendent of Schools by September 15 **.**
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| S. Castellanos | Aye |
| M. Moreno | Absent |
| M. Avilez | Absent |
| P. Martinez | Aye |
| A. Hixon | Aye |
| E. Unruh | Aye |

## V. Regular Agenda - Human Resources/Talent/Academics

### A.

**Action Item: Approval of Agreement No. 2021/22-003 between Kern Community College District, Bakersfield College and Wonderful College Prep Academy for the College and Career Access Pathways Partnership**

This item was removed from the meeting agenda.

**B. Action Item: Review of Agreement No. 2021/22-004 between Kern Community College District, Bakersfield College and Wonderful College Prep Academy - Lost Hills for the College and Career Access Pathways Partnership**

This item was removed from the meeting agenda.

**C. Action Item: Approval of Agreement No. 2021/22- 009 Memorandum of Understanding, Course Agreement, and Course Instructor Agreement between Kern Community College District and Wonderful College Prep Academy for Dual Enrollment**

This item was removed from the meeting agenda.

**D. Action Item: Approval of Agreement No. 2021/22-010 Memorandum of Understanding, Course Agreement, and Course Instructor Agreement between Kern Community College District and Wonderful College Prep Academy - Lost Hills for Dual Enrollment**

This item was removed from the meeting agenda.

**E. Action Item: Approval of Resolution No. 2021/22-003 for California State Teachers' Retirement System (CalSTRS) Retirement Service Credit Redeposits and/or Purchases**

P. Martinez made a motion to approve Resolution No. 2021/22-003 for California State Teachers' Retirement System (CalSTRS) Retirement Service Credit Redeposits and/or Purchases.
S. Castellanos seconded the motion.
Interim Superintendent Martinez presented the resolution to allow employees to redeposit and/or purchase service credit through CalSTRS. The CalSTRS plan allows members to redeposit contributions previously withdrawn plus interest and/or purchase permissive service credit. Service credit redeposits and/or purchases are made through a payroll deduction from salary and are designated as being picked up by the employer (WCPA) and paid by the employer in accordance with CalSTRS retirement plan requirements. In order to offer this benefit, WCPA must adopt the the resolution and submit it to CalSTRS for processing.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| M. Avilez | Absent |
| P. Martinez | Aye |
| A. Hixon | Aye |

**Roll Call**

| | |
|---|---|
| S. Castellanos | Aye |
| E. Unruh | Aye |
| M. Moreno | Absent |

### F. Action Item: Approval of Agreement No. 2021/22-008 between Riverside County Superintendent of Schools and Wonderful College Prep Academy for Participation in the Center for Teaching Innovation Induction Program

E. Unruh made a motion to approve Agreement No. 2021/22-008 between Riverside County Superintendent of Schools and Wonderful College Prep Academy for Participation in the Center for Teaching Innovation Induction Program.
P. Martinez seconded the motion.
Interim Superintendent Martinez presented the a greement to participate in the Center for Teaching Innovation Induction Program. Several WCPA staff are enrolled in the program to complete their teaching credentials through the induction services. If WCPA is unable to provide a reflective coach who meets the requirements of the program, the Center will provide the coach for an additional fee. This agreement has a one-year term for the 2021-2022 school year, ending on June 30, 2022.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| A. Hixon | Aye |
| S. Castellanos | Aye |
| P. Martinez | Aye |
| E. Unruh | Aye |
| M. Moreno | Absent |
| M. Avilez | Absent |

## VI. Communications

### A. Superintendent's Report

Interim Superintendent Martinez introduced a new format for the Superintendents' Report and has invited several members of the WCPA team to present monthly to the Board. The summary of the items presented is as follows: a) updated enrollment figures and attendance rates were presented with no significant changes to enrollment from the previous board meeting; b) Javier Guzman, Family and Community Engagement Manager, presented the Family and Community update with some upcoming activities for families at the two school sites; c) Chef Devinder Kumar, Director of Food Services, presented the Youth Health & Wellness Update and included the Harvest Hall mission statement and special events held for the WCPA community; d) Interim Superintendent Martinez presented a status update of the 2021-22 Strategic Priorities and Goals; e) Tatiana Mirzaian, Director of Learning Initiatives, provided an update on the Academic Program initiatives along with Brenda Santana's update on Title III student progress; and

f) Marcus Morillo, Chief Facilities Officer, presented an update on the COVID Safety Plan for both WCPA school sites.

### B. Other Business

No other business was discussed at this meeting.
S. Castellanos made a motion to move to closed session at 6:27pm.
P. Martinez seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| M. Moreno | Absent |
| E. Unruh | Aye |
| S. Castellanos | Aye |
| M. Avilez | Absent |
| P. Martinez | Aye |
| A. Hixon | Aye |

## VII. Closed Session

### A. Personnel: Gov't. Code § 54957(b)(1)

Interim Superintendent Martinez and Mr. Toomey joined the closed session for Item VII-A.

Interim Superintendent Martinez and Mr. Toomey left closed session at 6:31pm.

### B. Personnel: Public Employment (Interim Superintendent); Gov't. Code § 54957(b)(1)

### C. Conference with Labor Negotiator; Gov't. Code §54957.6

The Board of Directors returned to open session at 6:42pm.

## VIII. Regular Agenda - Personnel

### A. Action Item: Oral Recommendation Regarding Salary and/or Fringe Benefits and Approval of Public Employee (Interim Superintendent) Employment Agreement

E. Unruh made a motion to approve the Public Employee (Interim Superintendent) Employment Agreement.
S. Castellanos seconded the motion.
Chairperson Hixon presented the Public Employee Employment Agreement for the Interim Superintendent with an oral recommendation regarding the Interim Superintendent's salary and benefits. The agreement sets forth the Interim Superintendent's salary, benefits, duties and terms of employment.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| S. Castellanos | Aye |
| P. Martinez | Aye |
| E. Unruh | Aye |
| A. Hixon | Aye |
| M. Moreno | Absent |
| M. Avilez | Absent |

## IX. Board Comments

### A. Board Comments

Board Member Unruh urged the superintendent recruitment committee to consider local candidates for the next WCPA Superintendent.

## X. Future Meeting

### A. Future Meeting

Chairperson Hixon stated that the next meeting will be Tuesday, October 26, at 5:30pm as a virtual meeting.

## XI. Closing Items

### A. Adjourn Meeting

S. Castellanos made a motion to adjourn the meeting.
E. Unruh seconded the motion.
The meeting was adjourned at 6:45pm.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| M. Moreno | Absent |
| A. Hixon | Aye |
| S. Castellanos | Aye |
| E. Unruh | Aye |
| M. Avilez | Absent |
| P. Martinez | Aye |

* * *CERTIFICATE OF SECRETARY * * *

I certify that I am the Board Secretary of Wonderful College Prep Academy, a California non-profit public benefit corporation; that these are the minutes of the regular meeting of the Board of Directors held on September 29, 2021.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:45 PM.

Respectfully Submitted,

L. Sanchez