

# REGULAR BOARD MEETING AGENDA

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Academic Year 2020 – 2021



DATE: Monday, December 21, 2020

TIME: 10:30AM

MEETING LOCATION: *Due to the COVID-19 “Stay at Home” order, Board Meetings will be held via Zoom.*

ZOOM MEETING INFORMATION:

Join Zoom Meeting

<https://zoom.us/j/2151976149?pwd=cjBVdkJMaXlHUff2ejVCzhQWHFWQT09>

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Meeting ID: 215 197 6149

Passcode: j9L8Pc

Dial by your location

+1 669 900 9128 US (San Jose)

Meeting ID: 215 197 6149

Passcode: 030541

| NOTICES / INFORMATION  |
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| Copies of the agenda materials are available in the Program Lead’s office. Pursuant to Government Code section 54957.5, writings that are public records that relate to an open session agenda item and that are distributed to a majority of board members less than 72 hours prior to the meeting are available for public inspection at the above address in the Executive Director’s office. |
| In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a board meeting, please contact the Program Lead’s Office at (760) 630-4080. Timely notification prior to a meeting will enable the District to make reasonable arrangements to ensure accessibility.   |

| PUBLIC COMMENTS / PERSONS ADDRESSING THE BOARD  |
|---|
| The board meeting follows rules of decorum. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject |

matter jurisdiction of the Board, either before or during the Board’s consideration of the item. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda that are within the jurisdiction of the Board. The Board shall take no action or have discussion on any item not appearing on the posted agenda, except authorized by law. Furthermore, the Board may respond to the public by referring the comment / question to the Executive Director for a response or by asking the Executive Director to report back to the Board concerning the matter.

**I. Call to Order**

- a. Time:

**II. Roll Call of the Board**

- a. Dr. Nanette Fritschmann Present / Absent
- b. Ms. Lisa Tagupa Present / Absent
- c. Dr. Nancy Rohland Present / Absent
- d. Ms. Janis Pirt Present / Absent
- e. Ms. Nariman Hadhoud Present / Absent

**III. Routine Business**

- a. Approval of the Agenda
  - i. Motion:
  - ii. Second:
  - iii. Vote: Ayes: Nays: Abst.:
  
- b. Approval of the Minutes from the November 16, 2020, Regular Board Meeting
  - i. Motion:
  - ii. Second:
  - iii. Vote: Ayes: Nays: Abst.:
  
- c. Approval of the Minutes from the November 23, 2020, Special Board Meeting
  - i. Motion:
  - ii. Second:
  - iii. Ayes: Nays: Abst.:
  
- d. Public Comment:

For items not on the agenda, audience members may address the Board during “Comments from the Public.” When recognized by the Board Chairman, please state your name. Each speaker will have up to three (3) minutes to address the board and a maximum of twenty (20) total minutes will be given to any item. The Board President may extend the speaking time at his/her discretion. Please understand that the Board does not take action on non-agendized items.

**IV. Information / Presentation**

- a. School Site/Operations Updates –Presented by Shawna Macdonald
  - i. Name Change
  - ii. Oversight Visit
  - iii. Petition Renewal
  - iv. New office space
  - v. Lease termination
- b. November Financial Update –Presented by Delano Jones

**V. Action Items**

- a. Item: Revised Budget

Presenter: Delano Jones

Recommended Action: Approve

Background: Budget needed to be revised due to audit and interim report. Please see revised budget for review.

Motion:

Second:

Vote: Ayes:                      Nays:                      Abst.

- b. Item: LCAP Budget for Parents

Presenter: Delano Jones

Recommended Action: Approve

Background: The LCAP has been previously approved by the board. This document is a supplement to that and includes the budgeted items for the LCAP. This will also be posted on the schools' website.

Motion:

Second:

Vote: Ayes:                      Nays:                      Abst.:

- c. Item: 2020-2021 1<sup>st</sup> Interim Financial Report

Presenter: Delano Jones

Recommended Action: Approve

Background: OCDE requires the submission and board approval of the 1<sup>st</sup> interim financial report. Please see report attached for review.

- d. Item: New school Bylaws

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: Based on the name change of the school new bylaws need to be reviewed and approved by the board. These will also be posted on the school's website.

Motion:

Second:

Vote: Ayes: Nays: Abst.:

e. Item: Conflict of Interest Code

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: The board approved a conflict of interest policy, however based on attorney's recommendation a Conflict of Interest Code must also be approved and posted on the school's website.

Motion:

Second:

Vote: Ayes: Nays: Abst.:

f. Item: SMG Repayment Plan

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: SMG has developed a repayment plan for review and approval. The board has been provided with the repayment plan.

Motion:

Second:

Vote: Ayes: Nays: Abst.:

g. Item: New Office Location

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: The board is being presented with leases and proposals for 3 new office locations.

Motion:

Second:

Vote: Ayes: Nays: Abst.:

h. Item: Selling of school van

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: The school van was purchased in 2016 under National University, since the schools under that name have become individual entities it is best to sell the school van. Please see quote from Carvana for the sale.

i. Item: Employee Insurance and Benefits Policy

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: The board is being presented with a policy on the percentages that Suncoast Preparatory Academy can pay for employee and dependent insurance and other benefits. The board has been provided with a policy for review.

Motion:

Second:

Vote: Ayes:                      Nays:                      Abst.:

j. Item: Sick and Vacation Accruals

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: With name change of the school a new policy needs to be reviewed and approved for sick and vacation accruals for full time and part time employees. The board has been provided with a policy for review.

Motion:

Second:

Vote: Ayes:                      Nays:                      Abst.:

VI. Adjournment

a. Time: