

John Muir Charter Schools
117 New Mohawk Rd. Ste. F
Nevada City, CA 95959
Phone: 530.272.4008
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Web: www.johnmuircs.com

John Muir Charter Schools Meeting of the Board of Directors
Wednesday, October 13, 2021
10:00 a.m.
John Muir Charter Schools Office
117 New Mohawk Rd. Suite F
Nevada City, CA 95959

In-Person Meeting
Sacramento Regional Conservation Corps
6101 27th St, Sacramento, CA 95822

Zoom Meeting
<https://us02web.zoom.us/j/86101794543>

Meeting ID: 861 0179 4543
Dial-in by location:
+1 669 900 9128 US

Audio of this meeting will be recorded

AGENDA

ANNOUNCEMENT No. 1: This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by the Governor on March 17, 2020. All board members may attend the meeting by teleconference. The public may observe and address the meeting via Zoom.

ANNOUNCEMENT No. 2: The public will have access to the John Muir Charter Schools Board meeting through Zoom Teleconferencing. Public comments are taken on action, discussion, and information items only; or during the Open Public Forum for items not on the agenda. For those individuals who wish to make a public comment, please do so by using the Zoom raise your hand feature. A moderator will call on you at the appropriate time.

ANNOUNCEMENT No. 3: Should this Board meeting encounter any security breach or inappropriate issues, the meeting will be ended immediately.

1. Meeting Call to Order
2. Introductions
3. Order of Business
- A. Reappointment of Board Members
 - i. Len Eckhardt (term expired 6/30/21)

4. Oral Communications/Public Comments: Recognition of individuals wishing to comment on non-agenda items may do so at this time. Individuals who wish to address an agenda item may do so at this time or at the time the agenda item is heard. After being recognized by the board president, please identify yourself. No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (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.

5. Additions to the Agenda

6. Adoption of the Agenda

7. Informational/Action Items

A. Approval of the Minutes of the Regular Board Meeting Wednesday, September 8, 2021 (Attachment 1, Page 5)

B. Approval of Vendor Payments 8/26/21 - 9/25/21 (Attachment 2, Page 13)

C. Approval of New and Termed Employees 8/26/21 - 9/25/21 (Attachment 3, Page 21)

D. JMCS Staff Vaccination Report, Discussion, and Possible Action Regarding Non-Compliance with the State Public Health Officer Order of August 11, 2021 (Attachment 4, Page 23)

E. JMCS Recruitment Program: Discussion and Expansion to 1 FTE through June 30, 2021 (Attachment 5, Page 35)

F. Shall the John Muir Charter Schools Governing Board approve meeting virtually under the provisions of AB 361 if a State of Emergency still exists and social distancing is still recommended (Resolution 21-03) (Attachment 6, Page 41)

G. Vision Statement Discussion and Possible Action (Attachment 7, Page 43)

8. Discussion Items

A. JMCS Recurring Monthly Warrants- Monthly and Annual Totals (Attachment 8, Page 45)

B. Breakout of JMCS Administrative Costs (Attachment 9, Page 51)

C. JMCS Foundation Report

D. CEO's Report

9. Miscellaneous Information Items

A. Correspondence (Attachment 10, Page 53)

B. Schedule of Future Board Meetings

- i. Wednesday, November 10, 2021, 10 a.m. This Board Meeting will be at Sacramento Regional Conservation Corps.
- ii. Wednesday, December 8, 2021, 10 a.m. This Board Meeting will be at Sacramento Regional Conservation Corps.

Board Attendance at Upcoming Meetings:

Wednesday, November 10th, 2021, 10 a.m. (pending approval), Wednesday, December 8th, 2021, 10 a.m. (pending approval)

- | | |
|---|--|
| <ul style="list-style-type: none"> A. Stan Miller: Yes
Yes or No B. Michael Corbett: Yes
Yes or No C. Len Eckhardt: Yes
Yes or No D. Sallie Wilson: Yes
Yes or No E. Gil Botello: Yes
Yes or No | <ul style="list-style-type: none"> A. Stan Miller: B. Michael Corbett: C. Len Eckhardt: D. Sallie Wilson: E. Gil Botello: |
|---|--|

10. Request for Agenda Items

11. Adjournment

This agenda was posted at least 24 hours in advance of the meeting at:

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MINUTES

1. Meeting Call to Order

Stan Miller called the meeting to order at 10:10 a.m.

2. Introductions

JMCS Board Members in attendance: Stan Miller, Sallie Wilson, and Michael Corbett attended in-person; Len Eckhardt and Gil Botello attended via Zoom and did not vote on board actions. JMCS Staff Members in attendance: CEO RJ Guess, COO Dawn McConnell, Northern Regional Director Lita Lee, Administrative Coordinator Luz Delgado, Community Resource Director Aaron Scholl, TAC Representative Rich Johnson, Director of Curriculum and Instruction Rachel Wegner, IT Director Kyle Money Penny.

3. Order of Business

A. Reappointment of Board Members

i. Len Eckhardt (term expired 6/30/21)

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Reappointment of Board Member Len Eckhardt, was approved on a 3-0-0-2 vote. (Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

4. Oral Communications/Public Comments: Recognition of individuals wishing to comment on non-agenda items may do so at this time. Individuals who wish to address an agenda item may do so at this time or at the time the agenda item is heard. After being recognized by the board president, please identify yourself. No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (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.

None

5. Additions to the Agenda

RJ Guess requests the addition of discussion item E, TAC Report.

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Additions to the Agenda, was approved on a 3-0-0-2 vote.

(Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

6. Adoption of the Agenda

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Agenda was adopted and approved on a 3-0-0-2 vote.

(Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

7. Informational/Action Items

A. Approval of the Minutes of the Regular Board Meeting Wednesday, September 8, 2021 (Attachment 1, Page 5)

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Minutes of the Regular Board Meeting Wednesday, September 8, 2021, was approved on a 3-0-0-2 vote.

(Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

B. Approval of Vendor Payments 8/26/21 - 9/25/21 (Attachment 2, Page 13)

Stan Miller asked if JMCS was eligible for Amazon Smile. RJ Guess responded JMCS cannot use Amazon Smile because we have a Corporate Account with them and do not qualify. Sallie Wilson asked what the UCCIE chair purchase was. RJ explained that too many chairs were ordered, they were then returned. Stan asked about the Document Translation Services charge. RJ explains that this is a service that provides document formatting for LCAP, civil rights reports, school accountability report cards, and other legal documents. They also provide translation services.

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Approval of Vendor Payments 8/26/21 - 9/25/21, was approved on a 3-0-0-2 vote.

(Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

C. Approval of New and Termed Employees 8/26/21 - 9/25/21 (Attachment 3, Page 21)

Michael Corbett and other board members stated that they appreciate the new format. Stan Miller asked about Mike Wegner's role. RJ explained that Mike is on an hourly teacher role, he reviews and approves 504 plans or state legislative mandates for credit exemptions (for homeless, foster, military, juvenile incarceration, and migrant students). Anna Pizelo does most of the SPED functions, but if needed Mike will be available.

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Approval of New and Termed Employees 8/26/21 - 9/25/21, was approved on a 3-0-0-2 vote.

(Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

D. JMCS Staff Vaccination Report, Discussion, and Possible Action Regarding Non-Compliance with the State Public Health Officer Order of August 11, 2021 (Attachment 4, Page 23)

RJ Guess reported that of the 78 regular employees, 69 are vaccinated. The 9 employees who are choosing to not take the vaccine or have chosen to decline status are submitting weekly Covid-19 tests results. Test results are to be sent to Emilia Lawson on Tuesdays by 8 a.m. RJ informed the board that all JMCS staff are cooperating with the mandate. Aaron Scholl has been helping students access vaccinations by providing them with resources. He is also collaborating with JMCS partner agencies to provide resources.

On a motion made by Michael Corbett and seconded by Sallie Wilson, the JMCS Staff Vaccination Report, Discussion, and Possible Action Regarding Non-Compliance with the State Public Health Officer Order of August 11, 2021, was approved on a 3-0-0-2 vote.

(Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

E. JMCS Recruitment Program: Discussion and Expansion to 1 FTE through June 30, 2021 (Attachment 5, Page 35)

RJ Guess would like to hire a recruitment specialist. The board members discussed incentive ideas for the recruitment program. Stan would like more clarity in the job posting when it comes to announcing a bonus for student enrollment increase. Gil Botello suggested we specify how the increase will be measured and evaluated. He also suggested a more thorough selection process for filling this role. RJ stated that the position will be posted in various places and on various job search websites. There will be a full interview panel for an intensive hiring process. Gil suggested adding a definite time frame for the position. RJ stated that if numbers do not go up by June 30th the position will end.

On a motion made by Michael Corbett and seconded by Sallie Wilson, the JMCS Recruitment Program: Discussion and Expansion to 1 FTE through June 30, 2021, was approved on a 3-0-0-2 vote.
(Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

F. Shall the John Muir Charter Schools Governing Board approve meeting virtually under the provisions of AB 361 if a State of Emergency still exists and social distancing is still recommended (Resolution 21-03) (Attachment 6, Page 41)

RJ Guess explained that the board has the option of meeting in person or virtually with AB 361. Before each board meeting, members must vote to decide on the meeting location. Michael Corbett suggested that the board accept AB 361. Meaning that board members will vote at every meeting where the following meeting will take place. The rest of the board was in agreement. A roll call vote is required to adopt AB 361 and then a vote for the next meeting location, totaling two voting matters.

On a roll call vote the AB 361 Provision, was approved on a 3-0-0-2 vote.
Miller - Aye, Corbett - Aye, Wilson - Aye, Noes: None. Absent: None.
Abstention: Botello, Eckhardt)

On a motion made by Michael Corbett and seconded by Sallie Wilson, the board has agreed to meet virtually for the 11.10.2021 board meeting on a 3-0-0-2 vote.
(Ayes: Miller, Corbett, Wilson, Noes: None. Absent: None. Abstention: Botello, Eckhardt)

G. Vision Statement Discussion and Possible Action (Attachment 7, Page 43)

Gil Botello suggested a retreat for the board members to meet in person and draft the vision, mission, and values statement. He recommends 3 days to work on this. He also requests a mediator be provided to further help with the statements. Stan Miller asked about the 3-day duration. Gil explained that this will allow for sufficient time with the entire process. Stan recommended an agenda be created to keep the workflow efficient. Gil and RJ Guess will be collaborating to create the agenda. They will also search for a contractor to facilitate the retreat.

No action was taken at this time.

8. Discussion Items

A. JMCS Recurring Monthly Warrants- Monthly and Annual Totals
(Attachment 8, Page 45)

RJ Guess reviewed the warrants and explained that they were listed by object code. The vendor, amount paid, frequency, and description have been included in the totals. Monthly costs have been clearly stated. This can range from utilities, rent, to insurance costs. RJ reminded the board that JMCS gets some of the money paid in rent back per ADA. With professional services, RJ explains that depending on the service this can be a monthly or annual cost. Unemployment tax

has also been listed with its frequency. He also explained that JMCS has multiple AT&T subscriptions due to one subscription being needed at each site. Stan Miller pointed out that a retainer fee for legal services is missing. RJ acknowledged and will continue to update the sheet for more accuracy.

B. Breakout of JMCS Administrative Costs (Attachment 9, Page 51)

C. JMCS Foundation Report

Gil Botello announces that there is no report.

D. CEO's Report

RJ Guess went into detail about holding board meetings through Zoom or in person. He explained that the board needs to be in the same room to meet the quorum. If a member would like to meet by Zoom, the location needs to have had the agenda posted and made handicap accessible. Board members can attend board meetings from a JMCS site that has posted the agenda, the site must be handicap accessible and open to the public. He reminded the board that they can advise to always have a Zoom meeting available. This will make the meetings as accessible as possible.

E. TAC Report

Rich Johnson announced that TAC has been working on recruitment. TAC has also been discussing low student population numbers and TAC members are developing ways to improve enrollment. Rich believes JMCS is moving in the right direction by hiring a recruitment specialist to help increase enrollment. Rich will be bringing the information from the board meeting to the next TAC meeting.

9. Miscellaneous Information Items

A. Correspondence (Attachment 10, Page 53)

Stan Miller announced that we have received correspondence from Scott Lay from the Nevada County Superintendent of Schools regarding the LCAP.

B. Schedule of Future Board Meetings

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Yes or No

B. Michael Corbett: Yes
Yes or No

C. Len Eckhardt: Yes
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A. Stan Miller:

B. Michael Corbett:

C. Len Eckhardt:

- D. Sallie Wilson: Yes
Yes or No
- E. Gil Botello: Yes
Yes or No

- D. Sallie Wilson:
- E. Gil Botello:

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