

John Muir Charter Schools  
117 New Mohawk Rd. Ste. F  
Nevada City, CA 95959  
Phone: 530.272.4008  
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John Muir Charter Schools Meeting of the Board of Directors  
Wednesday, June 9, 2021  
10:00 a.m.  
John Muir Charter Schools Office  
117 New Mohawk Rd. Suite F  
Nevada City, CA 95959

Join Zoom Meeting  
<https://us02web.zoom.us/j/88968003366>

Meeting ID: 889 6800 3366  
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. 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.

4. Additions to the Agenda
5. Adoption of the Agenda
6. Closed Session:
  - A. Personnel Matters - Public Employee Performance Evaluation: Interim Chief Executive Officer (Gov. Code §54957)
7. Return to Open Session: Report Action Taken, If Any
8. Informational/Action Items
  - A. Approval of the Minutes of the Regular Board Meeting Wednesday, May 12, 2021  
(Attachment 1, Page 4)
  - B. Approval of Vendor Payments 4/26/21 - 5/25/21 (Attachment 2, Page 10)
  - C. Approval of New and Termed Employees 4/26/21 - 5/25/21 (None)
  - D. Approval of 2020-2021 3rd Interim Budget
    - i. Approval of 2020-2021 3rd Interim Budget Revision (Attachment 3, Page 17)
    - ii. Approval of Resolution 21-02: 3rd Interim Budget Revision (Roll Call Vote)  
(Attachment 4, Page 24)
  - E. Adoption of 2021-2022 JMCS Budget
    - i. Approval of the 2021-2022 JMCS Adopted Budget (Attachment 5, Page 25)
    - ii. Approval of Resolution 21-03: 2021-2022 JMCS Adopted Budget (Roll Call Vote) (Attachment 6, Page 34)
  - F. Approval of Resolution 21-04: EPA Account Expenditures for Fiscal Year 2021-2022  
(Roll Call Vote) (Attachment 7, Page 35)
  - G. Approval of 2021-2022 LCAP (Attachment 8, Under Separate Cover)
  - H. Draft Student Harassment and Discrimination Policy- Reading #2  
(Attachment 9, Page 39)
  - I. Recruitment Program Proposal and Discussion (Attachment 10, Page 45)
  - J. 2021 NCSoS Policy for Expelled Youth (Attachment 11, Page 49)
  - K. JMCS Medi-Cal Contract (Attachment 12, Page 60)

- 9. Discussion Items
  - A. JMCS Foundation Report
  - B. Discussion Regarding a 1 Step Increase for All Employees for the 2021-2022 School Year (Attachment 13, Page 75)
  - C. Board Discussion Regarding Attendance at JMCS Governing Board Meetings in 2021-2022 School Year (Attachment 14, Page 76)
  - D. CEO's Report
- 10. Miscellaneous Information Items
  - A. Correspondence
  - B. Schedule of Future Board Meetings
    - i. Wednesday, July 14, 2021, 10 a.m. 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.
    - ii. Wednesday, August 11, 2021, 10 a.m. 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.

Board Attendance at Upcoming Meetings:

Wednesday, July 14th, 2021, 10 a.m.  
a.m. (pending approval),

Wednesday, August 11th, 2021, 10

- |    |                  |     |    |                  |
|----|------------------|-----|----|------------------|
| A. | Stan Miller:     | Yes | A. | Stan Miller:     |
|    | Yes or No        |     |    |                  |
| B. | Michael Corbett: | Yes | B. | Michael Corbett: |
|    | Yes or No        |     |    |                  |
| C. | Len Eckhardt:    | Yes | C. | Len Eckhardt:    |
|    | Yes or No        |     |    |                  |
| D. | Sallie Wilson:   | Yes | D. | Sallie Wilson:   |
|    | Yes or No        |     |    |                  |
| E. | Gil Botello:     | Yes | E. | Gil Botello:     |
|    | Yes or No        |     |    |                  |

- 11. Request for Agenda Items
  - 1. Personnel Matters - Public Employee Performance Evaluation: Chief Executive Officer (Gov. Code §54957)
- 12. Adjournment

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

- John Muir Charter Schools Office, 117 New Mohawk Rd. Suite F, Nevada City, Ca 95959
- [www.johnmuircs.com](http://www.johnmuircs.com)

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#### Minutes

1. Meeting Call to Order

Stan Miller called the meeting to order at 10:00 a.m.

2. Introductions

JMCS Board Members in attendance: Stan Miller, Gil Botello, and Len Eckhardt, Michael Corbett. JMCS Staff Members in attendance: CEO RJ Guess, COO Mike Wegner, Fiscal Analyst Rachael Navarrete, Administrative Coordinator Luz Delgado, Director of Curriculum Rachel Wegner, Northern Regional Director Dawn McConnell, Community Resource Coordinator Aaron Scholl. Others in attendance: Brian Johnson UCLA Observer.

3. 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.

4. Additions to the Agenda

None.

5. Adoption of the Agenda

On a motion made by Sallie Wilson and seconded Len Eckhardt by, the agenda was adopted on a 4-0-1 vote.

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

6. Closed Session:

Stan Miller moved to closed session at 10:06 am.

A. Personnel Matters - Public Employee Performance Evaluation: Interim Chief Executive Officer (Gov. Code §54957)

7. Return to Open Session: Report Action Taken, If Any

Stan Miller returned to open session at 10:18 am.

No action was taken.

8. Informational/Action Items

A. Approval of the Minutes of the Regular Board Meeting Wednesday, May 12, 2021

(Attachment 1, Page 4)

On a motion made by Gill Botello and seconded by Len Eckhardt, the agenda was adopted on a 4-0-1 vote.

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

B. Approval of Vendor Payments 4/26/21 - 5/25/21 (Attachment 2, Page 10)

Len Eckhardt asked what MIP is. RJ Guess replied that it is our accounting software. Gil Botello asked about a mileage reimbursement for \$800. Mike Wegner explains that during ELPAC testing traveling was required. This is common during the springtime. Mike noted that this is lower than past years. Stan Miller asked for clarification on the FSA funding contributions. Mike explained that this is the Flexible Spending Account. This money is deposited pre-tax but the money is not coming from JMCS, it comes from the employees enrolled in the program. Stan also asked about the air purifier costs. Mike explained that this was an expenditure for covid safety precautions covered by covid funds.

On a motion made by Gil Botello and seconded by Len Eckhardt, the Vendor Payments 4/26/21 - 5/25/21 was adopted on a 4-0-1 vote.

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

C. Approval of New and Termed Employees 4/26/21 - 5/25/21 (None)

Stan Miller announces there are no new or termed employees for this period.

D. Approval of 2020-2021 3rd Interim Budget

i. Approval of 2020-2021 3rd Interim Budget Revision (Attachment 3, Page 17)

- ii. Approval of Resolution 21-02: 3rd Interim Budget Revision (Roll Call Vote)  
(Attachment 4, Page 24)

Rachael Navarrete explains that there was a change in the charter facility funding revenue calculations. She mentioned that total expenditures were up by \$160. The fund balance also increased, Rachael stated that we are ending the year with a very healthy \$3.3 million or 45% of total expenditure.

- i. On a motion made by Len Eckhardt and seconded by Michael Corbett, the 2020-2021 3rd Interim Budget was adopted on a 4-0-1 vote.  
(Ayes: Miller, Botello, Corbett, Eckhardt., Noes: None. Absent: Wilson.)
- ii. Resolution 21-02: 3rd Interim Budget Revision Adopted Budget was approved with the following roll call vote: Corbett - Aye; Botello - Aye; Miller - Aye; Eckhardt - Aye. Wilson - Absent.

- E. Adoption of 2021-2022 JMCS Budget
  - i. Approval of the 2021-2022 JMCS Adopted Budget (Attachment 5, Page 25)
  - ii. Approval of Resolution 21-03: 2021-2022 JMCS Adopted Budget (Roll Call Vote) (Attachment 6, Page 34)

Rachael Navarrete stated that the new 2021-2022 adopted budget is based on \$470 ADA and that there will be minimal changes to the sites. The beginning fund balance will be \$3.3 million with a total revenue projection of \$7.6 million. This budget includes the \$500,000 coming from the Extended Learning Opportunity Grant. The money will be used to provide additional instructional support. Summer school and additional tutor staff will be funded with this money. Rachael mentions that the technology purchased in 2021 will be used in 2022 so there was not a large amount of money set aside for technology. The food budget is at \$140,000, however this can be adjusted as students are beginning to return to the classroom. Rachael expects to see a change in travel costs as well.

- i. On a motion made by Gil Botello and seconded by Michael Corbett, the 2021-2022 JMCS Budget was adopted on a 4-0-1 vote.  
(Ayes: Miller, Botello, Corbett, Eckhardt., Noes: None. Absent: Wilson.)
- ii. Approval of Resolution 21-03: 2021-2022 JMCS Adopted Budget was approved with the following roll call vote: Corbett - Aye; Botello - Aye; Miller - Aye; Eckhardt - Aye. Wilson - Absent.

- F. Approval of Resolution 21-04: EPA Account Expenditures for Fiscal Year 2021-2022  
(Roll Call Vote) (Attachment 7, Page 35)

Rachael Navarrete informed the board that this is an explanation of how the prop 30 funds are being spent. She stated that these funds will all be going into teacher salaries.

Approval of Resolution 21-04: EPA Account Expenditures for Fiscal Year 2021-2022 was approved with the following roll call vote: Corbett - Aye; Botello - Aye; Miller - Aye; Eckhardt - Aye. Wilson - Absent.

#### G. Approval of 2021-2022 LCAP (Attachment 8, Under Separate Cover)

Rachel Wegner explained that based on feedback from NEVCO, teachers, stakeholders, and the public hearing, revisions were made to the LCAP. Rachel then gave an overview of priority areas and how JMCS is addressing them. The first area is Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean, and Functional School Facilities. Rachel announced that JMCS was to standard on this priority area. The second area was Implementation of State Academic Standards. A Reflection Tool was completed for this priority. Using a likert scale JMCS was rated with 3's and 4's in various areas. The third area addressed was Parent and Family Engagement. JMCS was also ranked with 3's and 4's in this area. Gil Botello questions the "2" rating on building relationships. Rachel explains a "2" was given because we are not providing professional development opportunities for teachers to learn these skills, not because teachers are not creating meaningful relationships. In the sixth area, the School Climate was addressed. Finally in the seventh area Access to a Broad Course of Study was addressed.

On a motion made by Michael Corbette and seconded by Gil Botello, the 2021-2022 LCAP was adopted on a 4-0-1 vote.

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

#### G. Draft Student Harassment and Discrimination Policy- Reading #2 (Attachment 9, Page 39)

RJ Guess explained that this policy comes from a compliance review of our mandatory postings. This is specifically fo student to student harassment and discrimination. This policy has received no changes since last seen by the board. Stan Miller asked if the title of the policy needs to distinguish from the staff policy. RJ explained that the policy titles do not need to be distinguished since they will not be housed in the same locations. After reviewing the policy Stan recommended that we refrain from using the word "children " and instead use "students". RJ agreed and will make the revisions. Stan announced that this is an informational item and the board will not be making a motion to vote at this moment.

#### I. Recruitment Program Proposal and Discussion (Attachment 10, Page 45)

RJ guess explained a pilot program. What has worked best in the past is advertisement. He proposed JMCS continues advertising on Craigslist and other outlets. RJ suggested trying to reach students who need a diploma and need a job, as well as students who only want a diploma. RJ also suggested JMCS hire a part time staff member to take on Dawn McConnell and Lita Lee's responsibility. Recruitment will be done for all sites, not just the CCC. Gil Botello moved to suspend discussion and moved to approve.



On a motion made by Gil Botello and seconded by Michael Corbett, the Recruitment Program Proposal was adopted on a 4-0-1 vote.  
(Ayes: Miller, Botello, Corbett, Eckhardt, Noes: None. Absent: Wilson.)

H. 2021 NCSoS Policy for Expelled Youth (Attachment 11, Page 49)

RJ Guess explained that JMCS needs to provide education services for expelled students. Every LEA in the Nevada County School District needs to approve, but since we do not have any site or students in the county this will not affect JMCS much. Len Eckhart asked when was the last time JMCS expelled a student? RJ informed him the last student was expelled 8 or 10 years ago. JMCS has a process when students are expelled. Students are referred and placed in similar programs. The policy will be reviewed in October.

On a motion made by Gil Botello and seconded by Michael Corbett, the 2021 NCSoS Policy for Expelled Youth was adopted on a 4-0-1 vote.  
(Ayes: Miller, Botello, Corbett, Eckhardt., Noes: None. Absent: Wilson.)

I. JMCS Medi-Cal Contract (Attachment 12, Page 60)

Aaron Scholl revisited the LEA Medical Program and Admin Activities Program . A contract between JMCS and Sutter County Superintendent Office to reimburse JMCS for administrative activities related to Medi-Cal. This will be a quarterly cycle where Aaron will submit a calendar and a list of any staff who is referring students to Medi-Cal. Participating Staff will participate in a quarterly survey that asks how we are allocating our time for the approved administrative activities Aaron and Rachael will work on getting the reimbursement.

On a motion made by Gil botello and seconded by Michael Corbett, the JMCS Medi-Cal Contract was adopted on a 4-0-1 vote.  
(Ayes: Miller, Botello, Corbett, Eckhardt., Noes: None. Absent: Wilson.)

9. Discussion Items

A. JMCS Foundation Report

Gil Botello reminded the board that the next quarterly meeting will be July 10th and he will be bringing a full report.

B. Discussion Regarding a 1 Step Increase for All Employees for the 2021-2022 School Year (Attachment 13, Page 75)

RJ Guess recommended giving all staff, except the CEO and COO, a one step salary increase. He informed the board that there is a healthy budget to support this. Michal, Len, Gil, and Stan have all expressed that they fully support the one step increase. They feel that teachers and staff have gone above and beyond during times of crisis. This will be an action item in the July 14th meeting.

Len- last time we has a salary adjustment  
Rachael- 2019-2020

Gil- affirms that the budget is healthy and supports this

Michael- also fully supports this because of growing budget trends

Stan- also supports this movemnet, suggests that this be brought as an action item for july. We appreciate the staff and the work they do. Great response to covid uncertanties.

RJ- is the board asking for everyone to go on step or 5% on schedule.

Stan- One step.

Mike- each current employee moves up – not CEO or COO

Gil- we should include all staff – we should include CEO and COO

RJ- cant include in this proposal due to salary step process

#### C. Board Discussion Regarding Attendance at JMCS Governing Board Meetings in 2021-2022 School Year (Attachment 14, Page 76)

Gil Botello announced he will attend all meetings for the 2021-2022 school year. Len Eckhardt said he plans to attend the next 5 months, he will get back to the board about the rest of the school year. Stan Miller will also be attending all board meetings. Michael Corbettwill be attending the next 7 meetings and will inform the board about the other meetings at a later date. Sallie Wilson was not in attendance at this meeting.

#### D. CEO's Report

RJ Guess began his CEO report by giving a brief overview of pieces of legislation. He informed the board that AB 1316: bill has been placed in the inactive file. SB 309 (A-G Bill) passed out of the Senate and is waiting on a hearing at the Assembly Ed committee. SB 804 (CCC Forestry Training Center ) passed out of the Senate and has moved to the Assembly. SB-272 (Gender-Neutral Terms CCC) has passed out of the Senate and is waiting for a hearing with Assembly Natural Resources.

RJ also informed the board that Dawn McConnell has been selected as the new JMCS COO.

Lita Lee will assume the Northern Regional Director position on July 1, 2021. RJ informed the board that JMCS has started the process of recruiting and interviewing for a new Southern Regional Director.

#### 10. Miscellaneous Information Items

##### A. Correspondence

None.

##### B. Schedule of Future Board Meetings

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Board Attendance at Upcoming Meetings:

Wednesday, July 14th, 2021, 10 a.m.  
a.m. (pending approval),

Wednesday, August 11th, 2021, 10

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>A. Stan Miller: Yes</li> <li>B. Michael Corbett: Yes</li> <li>C. Len Eckhardt: Yes</li> <li>D. Sallie Wilson: Yes</li> <li>E. Gil Botello: Yes</li> </ul> | <ul style="list-style-type: none"> <li>A. Stan Miller:</li> <li>B. Michael Corbett:</li> <li>C. Len Eckhardt:</li> <li>D. Sallie Wilson:</li> <li>E. Gil Botello:</li> </ul> |
|--|--|

11. Request for Agenda Items

- 1. Personnel Matters - Public Employee Performance Evaluation: Chief Executive Officer (Gov. Code §54957) – stan would like t closed session where goals are presented by RJ guess
- 2. One step increase

12. Adjournment

Stan Miller adjourned the meeting at 12:36 pm.