

John Muir Charter Schools
117 New Mohawk Rd. Ste. F
Nevada City, CA 95959
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John Muir Charter Schools Meeting of the Board of Directors
Annual Organizational Meeting
Wednesday, September 8, 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/87141244025>

Meeting ID: 871 4124 4025
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. Order of Business
 - A. Elect Vice Chairman of the JMCS Governing Board
 - B. Elect Treasurer of the JMCS Governing Board
 - C. Elect Secretary of the JMCS Governing Board
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, August 11, 2021
(Attachment 1, Page 5)
 - B. Approval of Vendor Payments 7/26/21 - 8/25/21 (Attachment 2, Page 11)
 - C. Approval of New and Termed Employees 7/26/21 - 8/25/21 (Attachment 3, Page 21)
 - D. Approval of Unaudited Actuals for JMCS 2020-2021 Budget (Attachment 4, Page 23)
 - E. Mission and Vision Statement Proposal (Attachment 5, Page 33)
 - F. Draft Student Homeless Education Policy (Attachment 6, Page 37)
8. Discussion Items
 - A. Update: Vaccination Verification Requirements for Workers in Schools
(Attachment 7, Page 45)
 - B. JMCS Foundation Report
 - C. CEO's Report
9. Miscellaneous Information Items
 - A. Correspondence
 - B. Schedule of Future Board Meetings
 - i. The October 13, 2021 Board Meeting will be at 10:00 a.m. at Sacramento Regional Conservation Corps.
 - ii. The November 10, 2021 Board Meeting will be at 10:00 a.m. at Sacramento Regional Conservation Corps.

Board Attendance at Upcoming Meetings:
Wednesday, October 13th, 2021, 10 a.m.
2021, 10 a.m. (pending approval),

Wednesday, November 10th,

- 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

- 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:

- John Muir Charter Schools Office, 117 New Mohawk Rd. Suite F, Nevada City, Ca 95959
- www.johnmuircs.com

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Minutes

1. Meeting Call to Order
Stan Miller called the meeting to order at 10:01 a.m.
2. Introductions
JMCS Board Members in attendance: Stan Miller, Gil Botello, Sallie Wilson, Len Eckhardt, and Michael Corbett. JMCS Staff Members in attendance: RJ Guess, Dawn McConnell, Lita Lee, Rachael Navarrete, Luz Delgado.
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. Order of Business
 - A. Elect Vice Chairman of the JMCS Governing Board

Michael Corbett will remain as the current Vice-Chair.

B. Elect Treasurer of the JMCS Governing Board

Len Eckhart will remain as the Treasurer.

C. Elect Secretary of the JMCS Governing Board

Sallie Wilson will remain as the Secretary.

On a motion made by Gil Botello and seconded by Sallie Wilson, JMCS Governing Board Officers, were elected on a 5-0-0 vote.
(Ayes: Miller, Botello, Corbett, Wilson, Eckhardt Noes: None. Absent: None.)

5. Additions to the Agenda

RJ Guess requested to add Informational/Action Item G: JMCS Independent Study Board Policy

On a motion made by Len Eckhardt and seconded by Gil Botello, Informational Action Item G, was added to the agenda on a 5-0-0 vote.

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

6. Adoption of the Agenda

On a motion made by Len Eckhardt and seconded by Gil Botello, the Agenda was adopted on a 5-0-0 vote.

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

7. Informational/Action Items

A. Approval of the Minutes of the Regular Board Meeting Wednesday, August 11, 2021

(Attachment 1, Page 5)

On a motion made by Gil Botello and seconded by Michael Corbette, the Minutes of the Regular Board Meeting Wednesday, August 11, 2021, was approved on a 5-0-0 vote.

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

B. Approval of Vendor Payments 7/26/21 - 8/25/21 (Attachment 2, Page 11)

Gil Botello had a question about the Macbook purchase on page 2. RJ Guess explained that this was for Erick Smith at Richmond Youth Build. He was in need of a new computer.

Stan Miller asked about the credential reimbursement for Ameer Martin. RJ explained that Ameer qualified for a board-approved plan for credential reimbursement. This was approved so teachers with single subject credentials can add a multiple subject credential. This was to keep JMCS compliance up to date.

Gil Botello requests a list of annual subscriptions JMCS pays into. Rachael Navarette will be working with Tammie Wood to put the list together. A review of subscriptions will be made at the October meeting.

On a motion made by Gil Botello and seconded by Michael Corbett, the Vendor Payments 7/26/21 - 8/25/21, was approved on a 5-0-0 vote.

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

C. Approval of New and Termed Employees 7/26/21 - 8/25/21 (Attachment 3, Page 21)

RJ Guess explained that the report on new and termed employees has a new format to show any employee transfers. Stan Miller suggests clarifying transfers, promotions, and created positions in the new format. RJ agrees and the change will be reflected in the next report.

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Approval of New and Termed Employees 7/26/21 - 8/25/21, was approved on a 5-0-0 vote.

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

D. Approval of Unaudited Actuals for JMCS 2020-2021 Budget (Attachment 4, Page 23)

Rachael Navarrete began by stating that JMCS reserves did not decrease during the 2021 school year. JMCS began the year with reserves of about \$2.7 million and received \$8 million in funding for the year. \$7 million was spent during the year. JMCS ended with \$3.8 million in reserves. Len Eckhardt requested a change in wording to promote transparency. Stan Miller requested a break out of administrative expenditures be included in next month's report. RJ Guess asked Rachael Navarrete to prepare a new and more detailed format to allow for more clarity.

On a motion made by Gil Botello and seconded by Michael Corbett, Unaudited Actuals for JMCS 2020-2021 Budget, was approved on a 5-0-0 vote.

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

E. Mission and Vision Statement Proposal (Attachment 5, Page 33)

RJ Guess brought the Mission and Vision Statement Proposal to the Charter School Development Center for review. RJ believes this is the best proposal brought forward. RJ is continuing his work on the vision statement. He reminds the board that Mike Wegner is willing to help in the development of the statement. There are plans to contract someone to help clarify, revise, and rewrite the vision statement. Gil Botello suggests that the creation of the vision statement be postponed. He believes an in-person meeting to go over the vision, mission, and values would be beneficial. Since these items build on one another, Gil would like to work on all the items at the same time. This would be a group project. Stan Miller advises not approving this item today and work on a meeting schedule. Michael Corbett and Sallie Wilson agree, both would like to revise the vision statement that was reviewed by the CSDC. RJ would like to revisit this as an item in 2 months.

No action was taken.

F. Draft Student Homeless Education Policy (Attachment 6, Page 37)

RJ Guess explains JMCS already has a student-focused Homeless Education Policy, however, JMCS did not have an inclusive school-wide policy required under federal funding streams. To be consistent and in compliance with federal policy requirements, RJ drafted the Student Homeless Education Policy. RJ stated that by nature of our partnerships, we are providing a far more intensive homelessness services than most schools and the policy memorializes services we are already providing. Sallie Wilson asked about our percentage of the homeless population. RJ guess stated that 9 to 11% of our students are currently homeless. Len Eckhardt asks if this has been reviewed by legal counsel. RJ explains that it has not been reviewed by JMCS legal council however, the policy was developed from templates drafted by our professional services organizations to meet legislative requirements.

On a motion made by Gil Botello and seconded by Michael Corbett, the Draft Student Homeless Education Policy was approved on a 5-0-0 vote.
(Ayes: Miller, Botello, Corbett, Wilson, Eckhardt Noes: None. Absent: None.)

G. JMCS Independent Study Board Policy

RJ Guess explained that there has been amended language in policy and legislation that will allow JMCS to provide independent study programs for students who are quarantined for exposure to or have contracted Covid. JMCS can offer students independent study for up to 15 days. Rachael Navarette has checked with the auditors and they have let her know JMCS can move forward with this opportunity. Students must agree to participate and the independent study may be revoked if it is not working for the student.

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Charter School Independent Study Policy, was approved on a 5-0-0 vote.
(Ayes: Miller, Botello, Corbett, Wilson, Eckhardt Noes: None. Absent: None.)

8. Discussion Items

A. Update: Vaccination Verification Requirements for Workers in Schools
(Attachment 7, Page 45)

RJ Guess informs the board that all are required to comply with vaccination verification requirements before September 13th. He stated that 75% of the staff has sent in the verification of vaccination status. Some staff members have opted to do weekly tests instead of presenting proof of vaccination. RJ hopes that by the next board meeting all staff will have complied with the requirement. Gil Botello wants to further discuss the liability of unvaccinated teachers. Stan Miller asked if we do take action we are subject to the liability of the employee. RJ informed the board that federal courts are siding with the employer on vaccine mandates. There will be weekly monitoring of staff who have chosen not to report their vaccination status. Stan requested a discussion on employees that do not comply with the

vaccination policies. Michael Corbett requested information regarding employer rights and suggested becoming aware of current laws so we know what employers may do in regard to discipline. RJ suggests creating a set of procedures for uncooperative staff. RJ will create regulations based on board member guidance.

B. JMCS Foundation Report

Gill Botello announced that there is nothing to report this month. He will be reporting in the October board meeting.

C. CEO's Report

RJ Guess began his report by giving an enrollment overview. As of September 9, 2019, JMCS has 597 students. This number has been increasing. Lita Lee states that we are getting responses from the running ads. She anticipates more interest in our program with changing laws and legislation.

RJ then moved on to Legislation reviews:

AB 130

Proposed Amendments to AB 130 in Forthcoming Education Budget Trailer Bill

- Apportionment for Quarantine ADA: The bill includes amendments clarifying that local educational agencies can earn apportionment for students participating in the independent study because of COVID-19-related quarantine, beginning day one of the quarantine. The bill also clarifies that local educational agencies may not file a J-13a for COVID-19 quarantine-related material decreases in ADA or school closures.
- Independent Study Master Agreement: The bill includes amendments clarifying that, for the 2021-22 years, local educational agencies may obtain signed independent study master agreements up to 30 days after a student begins an independent study program.
- Extension of Substitute Limit: The bill extends the amount of time a substitute teacher can provide instruction in a class from 30 days to 60 days.
- Independent Study – Existing Law: J-13a Process: Local educational agencies may file a J-13a to recover lost ADA for non-COVID-related emergencies as statutorily provided. Beginning September 1, 2021, a local educational agency that files a J-13a must include a plan to offer students impacted by the emergency access to independent study within 10 days.
- Exemptions from Independent Study Requirements During the First 15 Days: Local educational agencies may offer a less complex form of independent study to students in their first 15 school days of independent study; they do not have to provide synchronous instruction, daily live interaction, or tiered re-engagement for students during the first 15 days. In order to continue receiving apportionment funding for a student past 15 days, local educational agencies must include synchronous instruction, daily live interaction, or tiered re-engagement pursuant to statute. The 15 school days are cumulative over the school year.
- Independent Study Instructional Methods: Regardless of the type of independent study provided to a student, local educational agencies have broad discretion over instructional methods used in an independent study. These methods may include paper or virtual assignments, lectures, videos, simulcasting,

interactive curriculum, and other types of instruction. In order to earn apportionment funding for instruction provided in independent study, students must create a tangible work product that their teacher must assign a time value to. In the case of lectures, videos, simulcasting, and other methods that do not lend themselves to a tangible work product, students may create notes, write summaries of what they learned, complete a quiz or project related to the instruction, or complete other related assignments that allow for the time value of a student's effort during or resulting from of the instruction to be counted.

Catalyze Challenge Grant

Aaron Scholl And David Duran wrote an excellent application for the Catalyze Challenge Grant, apply for \$420,000 to develop a program that systematizes student access to careers by (1) implementing a state-wide Career Readiness Certification platform and (2) adding a college readiness component, in partnership with Education is Forever (EiF), that increases student success at community colleges. EiF is a non-profit organization that provides college preparation programming for community college students matriculating from alternative high schools. Together, JMCS, EiF, and the network of workforce development agencies are in a unique position to achieve statewide implementation quickly. JMCS advanced to the interview round of the application review process, and interviews are being held on Wednesday, September 8, 2021.

9. Miscellaneous Information Items

A. Correspondence

B. Schedule of Future Board Meetings

i. The October 13, 2021 Board Meeting will be at 10:00 a.m. at Sacramento Regional Conservation Corps.

ii. The November 10, 2021 Board Meeting will be at 10:00 a.m. at Sacramento Regional Conservation Corps.

Board Attendance at Upcoming Meetings:

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- B. Michael Corbett:
- C. Len Eckhardt:
- D. Sallie Wilson:
- E. Gil Botello:

10. Request for Agenda Items

The following items were requested:

- A list of JMCS subscriptions was requested and will be presented in the next meeting.
- How to approach discipline for staff who do not comply with state public health orders.
- A data report on recruitment updates.

11. Adjournment

Stan Miller adjourned the meeting at 12:04 p.m.