



REGULAR MEETING MINUTES OF THE GOVERNING BOARD

520 East Carmel, San Marcos, CA 92078

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Call in number: (669) 900-9128

Meeting ID: 792 634 3809

Passcode: 2021

Topic: Annual Board Meeting - December 10

Time: December 10, 2021 05:30 PM Pacific Time (US and Canada)

Our mission at Baypoint Preparatory Academy is to educate TK-8 students through a rigorous college prep curriculum in a flexible, student-centered learning environment. Our goal is to actively partner with students, parents, and the community to support students’ academic success and personal goals.

DECEMBER 10, 2021 5:30 PM.

1. CALL TO ORDER

The meeting was called to order by Board Chair, Nathan Limjoco at 5:35 PM.

2. PUBLIC SESSION

A. Roll Call

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>	<u>Present via Conference Call</u>
Nathan Limjoco	x		
Stephanie Long		x	
Galel Fajardo	x		
Nicole Yargeau	x		

CONVENE TO OPEN SESSION:

3. PLEDGE OF ALLEGIANCE

4. REVISION/ADOPTION/ORDERING OF AGENDA

Motion:	Nicole Yargeau			As Submitted: x
Second:	Galel Fajardo			As Revised:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Galel Fajardo	x			
Nicole Yargeau	x			

5. CONSENT AGENDA

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion as set forth below. Unless specifically requested by a Board member to be set for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board vote. The Executive Director recommends approval of all items set forth under the Consent Agenda.

- A. Minutes of the Regular Board Meeting on September 10, 2021
 - a. Correction: Stephanie Long minutes - Item 5 - Was she “absent” at this point or present and voting “yes”?
- B. Minutes of the Special Board Meetings on October 8, 2021; November 29, 2021
 - a. Correction: November 29th Stephanie was “absent” for this meeting but a “No” vote was mistakenly marked for Action Item 7a.
- C. The Check Registries for September 2021; October 2021

Motion:	Galel Fajardo			As Submitted:
Second:	Nicole Yargeau			As Revised: x
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Galel Fajardo	x			
Nicole Yargeau	x			

6. PUBLIC COMMENT [Closed and Open Session Items]-

Each speaker will be allowed a maximum of three minutes to speak. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken. The Board may (1) acknowledge receipt of the information/report and comment; (2) refer to staff for further study; or (3) refer the matter to the next agenda. None.

Open Session Items- Requests for comment do not need to have been provided to staff prior to this board meeting due to AB361 being currently in place.

Procedures can be added to Future Agenda Items.

ANNOUNCE CLOSED SESSION ITEMS- N/A
ADJOURN OPEN SESSION
CONVENE CLOSED SESSION: _____ A.M.

7. ACTION ITEMS

A. AB 361 Resolution for Virtual Meetings.

Need to be fully transparent. Staff’s recommendation at this time is to continue virtual meetings until we have further information.
 Gael mentioned that in the 6th paragraph “whereas...”
 He suggested the Removal of the verbiage, “the potential presence of unvaccinated individuals attending meetings”....He does not feel that this verbiage is necessary, he feels it is unnecessary. He proposes removing that section.
 Frank suggested that we may be able to get clarification on this prior to voting on this again.
 Nathan shared that he reads the Resolution differently.
 Gael is concerned with the public perception if they read this.
 After everyone shared their feedback it was decided to keep it as is.

Motion:	Gael Fajardo			As Submitted:x
Second:	Nathan Limjoco			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Gael Fajardo	x			
Nicole Yargeau	x			

B. Revised 2021-2022 School Calendar.

Frank clarified that adding half days does not help our case because we are required to have 175 days. We have enough minutes but need to make sure we still have the required number of attendance days.
 If this happens again where we need to close, we would need to apply for a waiver. We cannot be far out of alignment with the San Marcos School District.

Motion:	Gael Fajardo			As Submitted:x
Second:	Nicole Yargeau			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Gael Fajardo	x			
Nicole Yargeau	x			

C. Schedule a Regular Board Meeting for February 25, 2022.

Supplement to the annual update regarding the LCAP. They call that it be approved at a Regular Board Meeting cannot be approved at a Special Board Meeting.

Motion:	Galel Fajardo			As Submitted: x
Second:	Nicole Yargeau			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Galel Fajardo	x			
Nicole Yargeau	x			

D. Facility Use Policy.

Wanted to outline all of the allowable uses and put a policy together. Frank clarified that this is a third party renting the facility. Facility use outside of operational hours of the school.

Nathan asked if we have a statement regarding the right to refuse if we deem it unacceptable. Frank confirmed that it is up to the school's discretion about whether or not a third party would be able to use the facility.

Motion:	Nicole Yargeau			As Submitted: x
Second:	Galel Fajardo			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Galel Fajardo	x			
Nicole Yargeau	x			

E. Educator Effectiveness Grant Plan.

Five year plan that was introduced to the board members at a prior meeting. Grant will support staff and curriculum in relation to learning loss. Very much focused on professional development, New staff mentorship/ induction program, etc...

Nicole asked for clarification about why some of the spaces are blank on the document. Zach and Sabina both spoke to this. Basically need to get the plan approved with the understanding and expectation that these areas will be filled in as information shifts or is added. It can be amended and would just need to be approved as it is amended.

Motion:	Galel Fajardo			As Submitted: x
Second:	Nathan Limjoco			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Galel Fajardo	x			
Nicole Yargeau	x			

F. Draft of FYE June 20, 2021 Audited Financial Statements, Representation Letter, and Governance Letter.

Statements presented with no Findings.

Document will need to be corrected on page 14 to change from Nancy Spencer as Executive Director to Sabina Chaar Executive Director.

Zach will look into any possible revisions/corrections to the items that Nicole Yargeau brought up.

Motion:	Nathan Limjoco			As Submitted:
Second:	Galel Fajardo			As Amended: x
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Galel Fajardo	x			
Nicole Yargeau	x			

G. 2021-22 First Interim Report and Budget.

Motion:	Galel Fajardo			As Submitted: x
Second:	Nicole Yargeau			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Nathan Limjoco	x			
Stephanie Long			x	
Galel Fajardo	x			
Nicole Yargeau	x			

8. INFORMATION/ DISCUSSION ITEMS

1. Charter School Legislation Updates.
 - a. None at this time.
2. School Report - Heather Herrera- Enrollment - 180
 - a. March 18 Lottery Date
 - b. Update on Reg Online
 - c. Scheduling tours every other week for parents to get a look at the program
 - d. Heather reached out to see if any board members would be interested in participating in some of the tours.
 - e. WASC subchange visit on November 18th. Visit was due to the fact that we added 7th and 8th grades and have a new location.
 - f. WASC self study visit in early February
 - g. PAC and ELAC- reached out for volunteers. Three interested parents. ELAC will require a more formal process.
 - h. Invited the board members to see the classrooms.
 - i. Situation regarding CAASPP testing. Apologized but explained that we do have a path forward. Sabina chimed in to add that the State provided options for the school. Moving forward Sabina

stressed that there are plenty of other tests to show the authentic picture of our students. We have a new approach with NWEA as a tool and a new report that is available.

Gael clarified that since this was optional, there is “no harm; no fowl”? Gael stressed that Heather shouldn’t beat herself up about this. Sabina stated that the CDE understands the stress and transition at this time.

Nicole also offered support due to what she feels was a minimal learning loss due to the teachers and staff doing a great job during an unprecedented and difficult time.

Nicole asked if there is any way of getting the portion of the data that was completed. Heather confirmed that CAASPP was unable to provide this.

3. Executive Director Report- Sabina Chaar
 - a. “Education partners” replacing “Stakeholders”.
 - b. Thank parents and everyone for keeping the students safe during COVID.
4. CEO Report - Frank Ogwaro
 - a. Excited that we had a successful first semester.
 - b. Site improvement- continuing on ADA ramp and public access to the school.
 - c. Hoping to secure the rear portion of the property.
 - d. Thank you to CBO for sound fiscal health.
 - e. Open preenrollment - January 3rd to March 4th
 - f. CAASPP- appreciate the lessons learned.
 - g. Looking forward to second semester.
5. Board Report- Zach Wolfe
 - a. Reviewed the board report with the board.
 - b. Reviewed the budget vs actuals.
 - c. Discussed the numbers on the interim report.
 - d. Thanking the school for keeping him involved so that everything can be expensed correctly.
 - e. Nicole asked about what the driving factor is behind ADA reduction. Frank and Zach both spoke to this (loss that was never realized). Clarified that we should have a clearer picture moving forward. This was a unique year with the new facility, etc... The adjustments need to be made at midyear.
6. Secure the back portion of the property for school use.
 - a. To fully optimize our growth we need to secure the entire facility. Legal is reviewing the lease amendment. Once legal is able to provide a draft, the decision will be- Should the school amend the lease or sign a whole new lease to secure the back portion? Legal is advising on this. There is not a lot of movement from the landlord. Frank will be sharing the draft from legal since this is such a big decision that the board will need to make. Reliant on hitting 250 student growth. 25% year over year growth. What would the budget look like in this scenario? Unintended costs or loss of students and planning for this. Zach also added this to the budget that was approved. This was factored into the budget. Frank and Zach will discuss this further as they negotiate the lease. As a tenant we already spent over a million dollars in facility improvements. \$66,000 a month rent payment is what we would be looking at with the addition to the back portion of the property.

9. FUTURE AGENDA ITEMS

1. Procedure for public comment. Frank confirmed that we will provide a draft of the procedure. A discussion and recommendation based on what legal suggests in relation to this. Frank said that legal will have guidance for this.
2. Lease amendment/ agreement.

3. Nicole - performance review and self-evaluation procedures for lead personnel. Attended the CSDC conference and she said that this was a big takeaway for her. Nicole thinks it would be a good discussion to have as a board. Frank will revisit some emails.
4. How can the board help with enrollment efforts? Community efforts- there to support the community.
5. Add as a standing discussion item- Board Member Discussion.

10. BOARD COMMENT / ORGANIZATIONAL MATTERS

Pursuant to Action Item 7c- Meeting on February 25th.

The Regular meeting of the Governing Board will take place on March 11th at 520 E. Carmel, San Marcos, CA via Zoom or Call in at 5:30 PM.

11. ADJOURNMENT

Motion:	Nathan Limjoco		
Second:	Galel Fajardo		
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>
Nathan Limjoco	x		
Stephanie Long			x
Galel Fajardo	x		
Nicole Yargeau	x		

The meeting adjourned at 7:25 p.m..