



REGULAR MEETING MINUTES OF THE GOVERNING BOARD

Location; Via Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/7926343809?pwd=bk9GdnNLa0dManJsNStlQ2l5ZlpuUT09>

Meeting ID: 792 634 3809

Passcode: BPA2022

Dial by your location

Find your local number: <https://us06web.zoom.us/u/kbhRUdnQ70>

Meeting ID: 792 634 3809

Passcode: 1210447

All BPA Board Meetings are recorded (SB126)

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.

FEBRUARY 25th, 2022 at 6:00 P.M.

1. CALL TO ORDER

The meeting was called to order by Board Chair, Nathan Limjoco at 6:03 pm.

2. PUBLIC SESSION:

A. Roll Call

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

3. PLEDGE OF ALLEGIANCE

4. REVISION/ADOPTION/ORDERING OF AGENDA

Action Item 9B Resolution and Loan Agreement needs to be corrected to be the 2021-22 2nd Interim Budget Report and Budget Summary.

Motion:	Nathan Limjoco			As Submitted:
Second:	Nicole Yargeau			As Revised:x
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Galel Fajardo			x	
Nathan Limjoco	x			
Stephanie Long	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 December 10th, 2021.
- B. Minutes of the Special Board Meetings on January 6th, 2022 and January 20th, 2022.
- C. The Check Registries for November 2021, December 2021, and January 2022.
 - a. Nicole asked and Zach confirmed that moving forward there will be descriptions provided for names for any of the checks with names but missing descriptions.

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

If you would like to address the board, please use the chatbox at this time to type in your name, the subject or action item that you would like to address, and your statement and/or comment. The public may not ask questions of the board but may make a public statement.

The Brown Act does not allow for public questions during board meetings. If you have questions, please contact the school.

There were no public comments.

ANNOUNCE CLOSED SESSION ITEMS

- A. Student Expulsion Case #2022-01

ADJOURN OPEN SESSION: 6:09 PM
CONVENE CLOSED SESSION: 6:09 PM

7. CLOSED SESSION- NEED TO UPDATE THIS INFORMATION

- A. Student Expulsion Case #2022-01-student #10238

ADJOURN CLOSED SESSION: 6:21 PM
RECONVENE OPEN SESSION: 6:21 PM

8. REPORT OF ACTION TAKEN IN CLOSED SESSION: No action at this time.

9. ACTION ITEMS

A. AB 361 Resolution for Virtual Meetings.

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

B. 2021-22 2nd Interim Budget Report and Budget Summary.

Zach- Readjusting the budget after the Governor's budget revision. Budget Report Summary Page- Enrollment -173 Net change of about 12 from 1st Interim. Wanted to be conservative with attendance rates fluctuating at this part of the school year.

Projected revenue- expenditures slightly adjusted from 1st Interim to 2nd Interim.

Moved Federal fiscal dollars into the current year. Will help cash flow over the next few months. Decrease of 5 ADA. Most of the other items stayed pretty close to 1st Interim.

One hiccup in the system- PSGCP Grant- the revenue did not get booked, the accrual did, so an entry needed to be added into this year's budget.

Educator Effectiveness- originally this was budgeted in 2020-2021. Changes to booking based on being considered FASB vs GASB accounting procedures.

Staffing has stayed stagnant with a couple of placeholders for staff to be hired.

Cash flow- budget looks strong, projecting around \$300,000 cash. P1 numbers have been certified. Will see more money come in from the State. SB740 - we haven't received this yet but we will start to see an influx of categoricals. Cash is tight now but we will get through it.

Nathan- We've been running from ADA last year?

Zach- Yes.

Nicole- What is P1 and P2? Funding periods for ADA.

Nathan- We get funding for 170 from February through June.

Frank- Other sources of revenue had to be sought out- Charter School Capital. We don't want to use them as a normal use of funding if we don't have to.

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

C. Resolution and Loan Agreement (to borrow from Frank Ogwaro).

Zach- We executed this loan agreement with no real issue here, thank you to Frank for doing this. This had to do with the timing of categoricals and delays of money coming in and wanted to make sure that we had the money to cover payroll. Simple loan, no interest. There is a maturity date of June 30, 2022 on this loan.

Nathan- If everything is okay based on the budget, can we pay this back prior to June 30, 2022. Thank you, Frank.

Zach- Yes.

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

D. 2022 Annual Update to School Safety Plan.

Nicole- Page 3 Shelter In Place/ Lockdown Procedures, items 7 and 9. Students missing from the classroom. What happens to those students?

Sabina- If students are at the breezeway/ lunch room. As a teacher, step outside, gather the kiddoes and pull them in. If this is a lockdown procedure, the student would be unable to re-enter the classroom. The doors would be locked and any student would not be able to enter the room. The student would be advised to hide in this scenario.

Heather- The Sheriff's department will be coming out to the school next week to give us training and insight on this.

Frank- In this past, when it was deemed "safe", the students were located and returned to their classrooms.

Safety of "buddy teams"

Nicole- Helpful to have the pandemic additions and earthquake in the same area of the document for ease of reading the plan.

Shelley- The plan is to make the pandemic plan more fitting to Baypoint specifically and to rearrange the document in a more orderly way.

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

Galel Fajardo			x	
Nathan Limjoco	x			
Stephanie Long	x			
Nicole Yargeau	x			

10. INFORMATION/ DISCUSSION ITEMS

1. Charter School Legislation Updates - Frank Ogwaro
 - a. Nothing that Frank is aware of at this time that the board would need to be concerned about.
 - b. Keeping an eye on proposals that affect Independent Study Schools.
2. School Report - Heather Herrera
 - a. Deadline for current enrollment- 157 confirmed returning; 7 not completed the forms; 4 said they are not returning; moving on
 - b. We currently have 107 students interested for next year. This closes next Friday. We will look at these numbers next week and let families know whether their spot is either confirmed or if we need to go to a lottery for next year.
 - c. Current ADA is 94%. COVID seems to have settled down again. No positive cases that we're aware of at this time.
 - d. Asked all of the teachers to adopt a college or university. They will be exploring this in their classrooms. Activities that are college-focused.
 - e. Sheriff coming out to the school
 - f. Second Step- rolled out for the staff and micro lessons that the staff will be doing.
 - g. MAPS - teachers excited about their scores. We have seen great growth, but need to finish the year strong.
 - h. Currently in the process of completing the ICA's.
 - i. Heather shared the Powerpoint with the WASC feedback and CDE feedback from both virtual visits.
 - j. The CDE visit was wrapped up today. Described the school as "stellar in our compliance." Very complimentary of the team. She met with all of the groups in the school and complemented how detail oriented and organized everything was. The official letter will be coming out soon.
 - i. Parents are choosing to send their children here due to the academic rigor
 - ii. Students and staff feel supported
 - iii. Impressed with her conversations with the board members. Great feedback and we thank our board members for their attendance and feedback.
 - iv. Suggested that we need to have all of the board bios on the site; the links to all meetings, etc...
 - v. Need for an additional instructional coach if we can provide that particularly for the TK/K classroom
 - vi. March 14th- Physical Fitness Testing; 5th; 8th graders
 - vii. March 18th- If we need to hold a lottery
 - viii. Spring Break coming up
 - ix. Would love to have our board members come on site and see the classrooms in action and see a typical school day.
 - k. Internal Benchmark data and the improvements that have been made.
 - l. We recently combined our ELAC DLAC and School Site Council and had the first official meeting last night (ESED). Voted on Bylaws; shared video; Ms. Chaar put together training materials, etc...
 - m. Talked with Amber regarding safety, supporting mental health.
 - i. 98% of students said they felt safe and supported.

- ii. Second Step for adults and staff as well as the Chartersafe Vector Trainings that provides training related to managing stress and anxiety.
3. WASC Visit- Heather Herrera- Covered above
 4. CEO Report - Frank Ogwaro
 - a. Since September 1st- tremendous heavy lifting by all staff. All staff members step up and wear different hats. A month of compliance, compliance, compliance. Validations from oversight - want to extend our appreciation to all of our staff, families, and board.
 - b. Excited about new enrollment. We've been looking carefully at the numbers to decide how to accommodate the demand. We may want to double classes at the lower level depending on demand so that we can start to build the culture from Kindergarten.
 - c. Excited to fill the classes.
 - d. Word of mouth- product selling itself with no advertising. Continue doing what we do at a higher level.
 - e. Thank you to everyone, our families and the board for leading, guiding, making recommendations for improvements. So refreshing to have a board that will actually ask the tough questions and not just go along with what the school asks.
 - f. ESED Committee
 - i. Subcommittees of the board- recommendations can be put forth.
 5. CBO Board Report- Zach Wolfe
 - a. Need for the cash advance on the loan. Beautiful facility which is the reason for the cash being tapped into. Everything is trending right where it needs to be at this time. School is still looking for an instructional aid and this has been budgeted.
 - b. CRDC is due on the 28th.
 - c. Went over some of the various upcoming deadlines.
 - d. Nicole- How do the independent study students factor into ADA?
Zach- Funding wise and revenue wise they generate the same \$'s. Could be a savings on the expenditure side- not as many classroom expenditures- give and take.
Mandate for vaccinations and students placed on independent study- we can't go above 20% enrollment for Independent Study. This will be the biggest piece.
 6. Supplement to the Annual Update to the 2021–22 Local Control and Accountability Plan- Sabina Chaar
 - a. Sabina- One time, mid-year report. Required to present an update to the LCAP. No action needs to be taken, we just need to present this information. Majority of the input in the document comes from Zach as it relates to funding. As far as the LCAP goals go, we are excited to see how our students are doing. Still need to finish this academic year very strong.
ESED; Safe Environment; Attendance....(Sabina shared and reviewed the LCAP supplemental document with the board members on the screen.)
Zach- One time, compliance to manage how the schools are expensing the money that is coming in. These are all restricted dollars. How does the LEA engage families; their educational community? Intent is to get everyone together to discuss how this money is being expensed and what the plan is moving forward.
PPE- Custodian; instructional aid- additional positions to support additional learning at this time.
Zach reviewed the excel sheet and the planned expenditures that were budgeted in the LCAP. LCAP should have ideas and expenditures that focus on sub groups.
Reviewed the goals on the sheet - Zach's notes regarding goals and actions in place.
Budget overview for parents- Synopsis of the adopted budget to where we are now. Relates to the drop in ADA.

Frank- Wanted to clarify that we budgeted for 250 students but did not start with 250 students. We hope that now that we are in the facility we can stabilize now and be able to project much more accurately in the Fall. Regardless, we are projecting conservatively. In the school's best interest to remain responsible and project conservatively.

7. Form 700 Reminder
8. Anti-Nepotism Policy Review and Disclosure
 - a. Related party- there is a check and balance in respect to their supervision. This policy states that.
 - b. We disclosed the specific individuals who are related and wanted to make everyone aware of this policy.
 - c. When we look at opportunities for fraud- we are trying to mitigate that with respect to fraud opportunities as well as exposure for litigation.

11. FUTURE AGENDA ITEMS

1. Approve ESED Bylaws
2. Approve EL Policy Revisions
3. May have lunch compliance items to add.

12. BOARD MEMBER COMMENTS

Nicole- Idea of doing the annual board review as well as putting in place annual review of board appointed personnel. Nicole thinks it would be a good idea to look into what this entails. Did anyone find anything on the CSDC website in relation to this? Board on Track? Would they come on to help us set all of this up?

Frank- CSDC also has a lot of good resources. Board on Track can get quite comprehensive. We feel that CSDC does cover a lot of this but let us know if you discover any best practices via Board on Track in relation to this.

13. ORGANIZATIONAL MATTERS

The next Regular meeting of the Governing Board will take place on March 11th, 2022 at 6:00 P.M. via Zoom.

14. ADJOURNMENT

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

The meeting adjourned at 7:51 PM.