



REGULAR MEETING MINUTES OF THE GOVERNING BOARD

Location; Via Zoom:

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Meeting ID: 792 634 3809

Passcode: BPA2022

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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.

SEPTEMBER 13, 2022 at 5:00 P.M.

1. CALL TO ORDER

The meeting was called to order by the Board Vice President at 5:03 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		
Nancy Spencer	x		
Nicole Yargeau	x		

3. PLEDGE OF ALLEGIANCE

4. REVISION/ADOPTION/ORDERING OF AGENDA

A. Action Item 10B - Employee Retention Tax Credit (ERTC) needs to be removed as it is a discussion item only at this time.

B. Action Item 10D- ELOP Handbook needs to be removed as it will be moved to the next board meeting when it can be approved in conjunction with the ELOP Plan.

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

Nancy Spencer	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 June 28, 2022
 - a. This minutes were revised to remove the Nancy Spencer “yes” vote from Item 10L as she “abstained” from that vote.
<https://drive.google.com/drive/u/0/folders/1DW6V-f-7LxfdTSB1wNuOiKqJJ09RUkRo>
- B. Minutes of the Special Board Meetings on September 6, 2022
https://drive.google.com/drive/u/0/folders/1dFGWR5eyXZpjN4wka5DKOyg_DirO-EIR
- C. The Check Registries for June and July, 2022
<https://drive.google.com/drive/folders/1ZILkUVHAOalsSVt9ibPWXOb9b39lmRls>

Motion:	Galel Fajardo			As Submitted:
Second:	Nancy Spencer			As Revised: x
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Galel Fajardo	x			
Nathan Limjoco			x	
Stephanie Long	x			
Nancy Spencer	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 chat box 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.

ANNOUNCE CLOSED SESSION ITEMS- N/A

- A. Opportunity for the public to address board on closed session items

ADJOURN OPEN SESSION:

CONVENE CLOSED SESSION:

7. CLOSED SESSION- N/A

ADJOURN CLOSED SESSION:

RECONVENE OPEN SESSION:

8. REPORT OF ACTION TAKEN IN CLOSED SESSION:

9. SCHOOL REPORTS

A. Quarterly CEO Report

a. Facilities Update

- i. City is visiting the school next week to check on all the requirements. Once we get the final, we can then increase our enrollment in Phase 1.
 - ii. Leasehold improvements- school continues to fund these one-time costs.
 1. New fencing
 2. Encourage existing families to want to be a part of BPA
 3. Want to be realistic about our fiscal position. Want to make sure that we look at one time funding for what it is.
 4. Enrollment will need to increase in order for us to meet the projected budget. Enrollment is currently shy of this.
 - iii. Discuss with the board the slight price adjustment to the cost of Versacourt in order to add the hopscotch game to the tiles.
 - iv. Stephanie- what happened with the back half of the building?
 1. Being prepared for a multi-sport installation. Last few weeks have been spent preparing for this. That is the extent of what we were able to do until we can get the final Certificate of Occupancy which will come when all of the facility improvements are completed.
 - v. Frank is participating in the Chamber of Commerce mixer tomorrow. Some of the City leaders will be there.
 - vi. Nikki- Do you have a list of members in the community that the board could reach out to for outreach in relation to the school?
 1. Yes, Frank has a list and will provide that to the board.
- b. The school has received tremendous positive feedback from the City leaders and departments that plan out the future of the City. They are excited about what our school is providing to the community. Very kind, generous, and patient because they understand the value that Baypoint is bringing to the community.
- c. School Security Update
- i. Keypad Entry, Gate, Playground Access....
 1. Frank is getting bids on the fencing. Manually operated at pick up and drop off.
 2. New gate will have a keypad and fob for staff. There will be a keypad for the front.

B. Executive Director Report

- a. Understanding the Academic Performance Review
 - i. Official results are not available yet. Hoping to have the results by November/December.
 - ii. Important to wait until we have the official results.
 1. Important to see what the growth is
 2. Important to see how we compare to local schools
 - iii. The unofficial scores look good
 1. ELA 59% of our students are meeting or exceeding the State standards
 2. Math 50% of our students are meeting or exceeding the State standards

C. Site Administrator Report

- a. Smooth opening to the school year. Smoothest opening yet.
 - i. DRIVEN
 1. Tasked the staff to revamp it for the students
 2. Mrs. Herrera shared the revamped DRIVEN goals
 - ii. Started the iready launch. Student feedback is that it is more approachable than NWEA MAPS.
 - iii. First PAC meeting was well attended. Parents are eager and excited. Already have a back to school event planned on September 22nd.
 - iv. Asked teachers to have a room parent this year as a support person. Excited to build Baypoint community
 - v. STEM started with Mrs. McAlexander. She has visited all of the classrooms on a regular schedule. They have been focused on engineering and team building. Heather shared screen shots of some of the work that has been done in STEM. They are doing a lot of great creative activities. Applying Science and critical thinking skills. Planning field trips, etc...
 - vi. PAC- Sept 28
 - vii. ESWED- Oct 26
 - viii. CDE Visit- Heather will send out info to board members so that they can participate
 - ix. Board members are invited to come on site at any time.

D. CBO Board Report

- a. 22-23 Actuals through the month of July.
- b. 1.2 million in cash on hand.
- c. Zach reviewed the CBO Board Report
- d. Curriculum and testing, etc...are the largest costs in the month of July.
- e. Check detail provided with descriptions and details to provide the board a clear guidance regarding what those payments are for.

10. ACTION ITEMS

A. 2022-23 Application for Funding- CONAPP

Titles 1, 2, and 4 that the school applies for. These funding sources tie back to the FRL forms. Baypoint won't receive as much money as some other schools for this reason.

https://drive.google.com/drive/u/0/folders/1fl_RNdp9D7CLTrWn7omqPEWBIOuaOHsz

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

B. ~~Employee Retention Tax Credit (ERTC) Agreement~~ REMOVED

<https://drive.google.com/drive/u/0/folders/1f0OYbXHqdqPuUVXtbfeCXog58AWhzLV>

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

C. Revised Independent Study Policy

Amended by a recent bill. The main change was to give more flexibility to families if they have to do IS as a result of quarantine.

More restrictions in relation to students who are already enrolled in the program vs students who are using it due to the fact that they are in quarantine.

What are the perimeters around this option? Why is the threshold 15 days?

This is cleaning up the policy that was put into place last year. This will make it easier to move in and out of IS in the event of quarantine. A little more flexibility with jumping in to the program.

https://drive.google.com/drive/u/0/folders/1JRYyJavNmVK9OuYVO_k1G2uH88L1gvYn

Motion:	Galal Fajardo			As Submitted: x
Second:	Nancy Spencer			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	

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

D. ~~Extended Learning Opportunities Program (ELOP) Handbook~~ REMOVED

<https://drive.google.com/drive/u/0/folders/1hLCNVfJt7uvT0PNkU8jIVSYIzNqtFIIT>

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

E. Compliance Review and Certification- TABLED.

Since several items have not been documented as complete, the deadline to certify is October 31st and the board is holding a special meeting in October, it was recommended that the board table this item to that meeting so that all documents can be completed for board review prior to approving.

https://drive.google.com/drive/u/0/folders/1cqaXYwuj1-864JZ_37EU8E2VUPhdmou0

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

F. 2021-22 Unaudited Actual Report

Annual report due September 15th to the Authorizer.

Zach reviewed the various items and graphs on the report with the board members.

<https://drive.google.com/drive/u/0/folders/1RRMT0ZkN6EQjLIYAqkHuwxCGPsbshK2>

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

G. 2022-23 New Employee List

Fix the spelling on Lindsay Vogel's name and remove Jackie from the staff list.

https://drive.google.com/drive/u/0/folders/1t25HDFcNywMr_C3gUUAT2mxCFBo7rkSL

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

H. AB361 RESOLUTION FOR VIRTUAL MEETINGS

BPA is recommending that board meetings continue to be held virtually under AB361. A “yes” vote indicates that the board wants to continue to meet virtually at this time. It can be reassessed at the next meeting. Authority to hold virtual meetings within 30 days of this meeting (valid through October 13th).

<https://drive.google.com/drive/u/0/folders/1tTXaEw1yvqKhWOIsn0g3pSpIlv2ptVdK>

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

11. INFORMATION/ DISCUSSION ITEMS

A. Moved ERTC Here

- a. Eligibility for a fully refundable payroll tax credit. Intended to aid employers whose operations have been impacted by the pandemic. We are in draft mode currently testing the eligibility. A final agreement can be added to the next special board meeting. Synergy
 - i. There are two tests for eligibility.
 - 1. Gross receipts
 - 2. Government orders test
 - a. We meet almost all of the thresholds for this one
 - i. Fundraising events canceled
 - ii. PPE supplies
 - iii. School closure
 - iv. Mandatory quarantine of employees
 - 1. Subs and vendors
 - ii. Could receive up to \$26,000 per employee - fully refundable tax credit
 - 1. What were our costs for that employee to look at the potential outcome.
 - iii. Does Synergy charge if we don't qualify for some reason? No.
 - iv. Is there a deadline? When would the funds be released approximately? Frank does not have a timeline and does not want to budget for it due to not knowing.

12. FUTURE AGENDA ITEMS

- A. SBE Compliance CERTIFICATION to next special board agenda
- B. ERTC DRAFT AGREEMENT FOR board agenda/DISCUSSION?
- C. ELOP plan and handbook

13. BOARD MEMBER COMMENTS

Nancy thanked Heather for the presentation of the school pictures. Thank you to Frank and Nathan for going after the ERTC money.

14. ORGANIZATIONAL MATTERS

The next Regular meeting of the Governing Board will take place on December 13th at 5:00 P.M. via Zoom.

15. ADJOURNMENT

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

The meeting adjourned at 6:34 PM.