



John Muir Charter Schools
117 New Mohawk Rd. Ste. F
Nevada City, CA 95959
Phone: 530.272.4008
Fax: 530.272.4009
Web: www.johnmuircs.com

John Muir Charter Schools Meeting of the Board of Directors

Wednesday, January 17, 2018

12:00 p.m.

Sacramento Regional Conservation Corps

6101 27th Street

Sacramento, CA 95822

Audio of this meeting will be recorded

AGENDA

- 1. Meeting Call to Order**
- 2. Introduction and Welcome**
- 3. Introduction of Participants**
- 4. 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.
- 5. Additions to the Agenda**
- 6. Adoption of the Agenda**
- 7. Action Items**
 - A. Closed Session
 - (1) Pending/Existing Litigation (non-settlement) - Conference with Legal Counsel - Pending Litigation: New Earth YouthBuild (Gov. Code § 54956.9(d)(1))
 - B. Approval of the Minutes of the Regular Board Meeting on December 13, 2017 (Attachment #1, Page 3)
 - C. Approval of Vendor Payments 11/28/17 - 12/27/17 (Attachment #2, Page 7)
 - D. Approval of New and Termed Employees 12/01/17 - 12/31/17 (Attachment #3, Page 15)
 - D. Approval of the 2016-2017 Fiscal Year Auditor's Report (Attachment #4, Under Separate Cover)

E. Items to be Declared as Surplus (Attachment #5, Page 17)

8. Discussion Items

A. Revised MOU for Partner Agencies (Attachment #6, Page 19)

B. School Safety Plan Update (Attachment #7, Page 41)

C. Draft 2018-2019 School Calendar (Attachment #8, Page 91)

D. CEO's Report (R.J. Guess)

9. Information Items

A. Correspondence

B. Schedule of Future Board Meetings:

- i. Wednesday, February 21, 2018, 12 pm at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822
- ii. Wednesday, March 14, 2018, 12 pm at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822

10. Board Attendance at Next Meeting

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

11. Request for Agenda Items

12. Adjournment



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MINUTES

1. Meeting Call to Order

Stan Miller called the meeting to order at 12:03 pm.

2. Introduction and Welcome

Stan Miller welcomed all participants.

3. Introduction of Participants

JMCS board members in attendance: Stan Miller, Gil Botello and Michael Corbett. JMCS staff in attendance: CEO R.J. Guess, COO Mike Wegner, Accountant Rachael Navarrete, Central Regional Director Charley Pratt-Guess and Administrative Coordinator Kelli Foster. JMCS board members not in attendance: Michael Corbett and Sallie Wilson

4. 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.

No public comments.

5. Additions to the Agenda

No additions.

6. Adoption of the Agenda

R.J. Guess stated that the closed session item on the agenda would need to occur at 1:30 pm in order to include a phone call with JMCS attorneys. On a motion made by Michael Corbett and seconded

JMCS Board Minutes: January 17, 2018

by Gil Botello, the agenda was adopted by a 4-0-2 vote (Ayes: Miller, Corbett, Botello. Noes: None. Absent: Eckhardt, Wilson).

7. Action Items

A. Closed Session moved to later on agenda to comply the legal counsel's ability meet via telephone call

B. Approval of the Minutes of the Regular Board Meeting on December 13, 2017 (Attachment #1, Page 3)

On a motion made by Gil Botello and seconded by Michael Corbett, the minutes of the regular board meeting of December 13, 2017 were approved by a 4-0-2 vote (Ayes: Miller, Corbett, Botello. Noes: None. Absent: Eckhardt, Wilson).

C. Approval of Vendor Payments 11/28/17 - 12/27/17 (Attachment #2, Page 7)

On a motion made by Gil Botello and seconded by Michael Corbett, the vendor payments dated 11/28/17-12/27/17 were approved by a 4-0-2 vote (Ayes: Miller, Corbett, Botello. Noes: None. Absent: Eckhardt, Wilson).

D. Approval of New and Termed Employees 12/01/17 - 12/31/17 (Attachment #3, Page 15)

On a motion made by Michael Corbett and seconded by Gil Botello, the new and termed employees were approved by a 4-0-2 vote (Ayes: Miller, Corbett, Botello. Noes: None. Absent: Eckhardt, Wilson).

D. Approval of the 2016-2017 Fiscal Year Auditor's Report (Attachment #4, Under Separate Cover)

Rachael Navarrete presented the auditor's report. She stated that the report included a finding. The auditors found that two students did not have the required backup to support their low income designation. That finding will result in a \$61,000 reduction in state funding. Rachael said the issue was with the implementation of the online student registration program, InfoSnap, which has been corrected. She said the auditors reported an issue with English learners (EL) testing and designation. R.J. Guess said difficulties have arisen because the CDE's regulations for operations and practice do not relate to the audit guide in both identification of student's low income status and in identifying EL students. The CDE states schools can not test students over the age of 21 for EL status and the auditors say that we must test students. R.J. said he remedy for the EL designation finding will be to test all incoming EL students. He said the registrars are running monthly audits on all incoming students to avoid any future findings with low income designations.

On a motion made by Gil Botello and seconded by Michael Corbett, 2016-2017 fiscal year auditor's report was approved by a 4-0-2 vote (Ayes: Miller, Corbett, Botello. Noes: None. Absent: Eckhardt, Wilson).

E. Items to be Declared as Surplus (Attachment #5, Page 17)

On a motion made by Gil Botello and seconded by Michael Corbett, the items to be declared surplus were approved by a 4-0-2 vote (Ayes: Miller, Corbett, Botello. Noes: None. Absent: Eckhardt, Wilson).

8. Discussion Items

A. Revised MOU for Partner Agencies (Attachment #6, Page 19)

R.J. Guess presented the revised MOU and highlighted the proposed changes. Changes have been made in the MOU concerning staffing, rent, and consulting services. Operating expenses have been specified as utilities, telephones, copiers, furniture and specific education costs. Discussion occurred about indirect costs versus specific educational costs and the proration of utility, copier & internet costs. Stan Miller requested the addition of language stating facilities must be ADA compliant and safe. R.J. then reviewed the attachments to the MOU. He spoke about why he wants to include a staffing formula in the MOU. He thinks it will help with student recruitment and retention as agencies can see how student ADA affects staffing patterns. He also said he will ask partners to provide documents that explain and describe the vocational program they provide. Gil Botello asked R.J. to add language that reflects work readiness. Stan asked about holding partner agencies accountable to the JMCS code of ethics.

The board adjourned to close session at 1:30 pm to participate in a phone call with legal counsel.

A. Closed Session (moved from earlier in the agenda)

- i. Pending/Existing Litigation (non-settlement) - Conference with Legal Counsel - Pending Litigation: New Earth YouthBuild (Gov. Code § 54956.9(d)(1))

The board came back to open session at 1:50 pm. Gil Botello made a motion to authorize the CEO to seek mediation regarding the termed MOU with New Earth YouthBuild and if there is no satisfactory response, then authorize the CEO to file litigation and a report to the local district attorney. Michael Corbett seconded the motion. The motion passed with a 4-0-2 vote (Ayes: Miller, Corbett, Botello. Noes: None. Absent: Eckhardt, Wilson).

B. School Safety Plan Update (Attachment #7, Page 41)

R.J. Guess reported that the school safety plan must be updated annually. The board reviewed the plan. This plan will come back to the board next month for approval.

C. Draft 2018-2019 School Calendar (Attachment #8, Page 91)

R.J. Guess presented the calendars for the 2018-2019 school year. They will come back to the board for further review at the next board meeting.

D. CEO's Report (R.J. Guess)

R.J. Guess distributed a written CEO report. He reviewed the document. Mike Wegner spoke about the EL program review. Gil Botello spoke about the presentation he and R.J. participated in at the California Workforce Association conference.

9. Information Items

A. Correspondence

Stan Miller reminded board members that they received correspondence informing them it is time to file the annual Form 700. R.J. Guess spoke about correspondence from a former JMCS employee, Ron Bernard.

B. Schedule of Future Board Meetings:

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- ii. Wednesday, March 14, 2018, 12 pm at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822

10. Board Attendance at Next Meeting

- | | |
|---------------------|----------|
| A. Stan Miller: | Yes |
| B. Michael Corbett: | Yes |
| C. Len Eckhardt: | (Absent) |
| D. Sallie Wilson: | (Absent) |
| E. Gil Botello: | Yes |

11. Request for Agenda Items

None

12. Adjournment

Stan Miller adjourned the meeting at 2:26 pm.