



John Muir Charter Schools
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John Muir Charter Schools Meeting of the Board of Directors

Wednesday March 14, 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. Approval of the Minutes of the Regular Board Meeting on February 21, 2018 (Attachment #1, Page 3)
 - B. Approval of Vendor Payments 01/28/18 - 02/27/18 (Attachment #2, Page 7)
 - C. Approval of New and Termed Employees 02/01/18 - 02/28/18 (Attachment #3, Page 13)
 - D. Approval of 2017-2018 2nd Interim Budget
 - i. Approval of 2017-2018 2nd Interim Budget Revision (Attachment #4, Page 15)
 - ii. Approval of Resolution 18-01: 2nd Interim Budget Revision (Roll Call Vote) (Attachment #5, Page 23)
 - E. Revised 2018-2019 MOU for Partner Agencies (Attachment #6, Page 25)

F. Approval of Calendars for 2018-2019 School Year (Attachment #7, Page 49)

8. Discussion Items

A. TAC Report (Attachment #8, Page 53)

B. 2018-2019 Salary Schedule Revisions (Attachment #9, Page 55)

C. 2018-2019 Draft Admin Staffing Formula (Attachment #10, Page 59)

D. 2018-2019 Governing Board Member Stipends

E. 2017-2018 CEO Evaluation Timeline

F. Revised JMCS Mission Statement (Attachment #11, Page 61)

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

9. Information Items

A. Correspondence

B. Schedule of Future Board Meetings:

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

ii. Wednesday, April 18, 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 12:05 pm.

2. Introduction and Welcome

Stan Miller welcomed all participants.

3. Introduction of Participants

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

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

None.

6. Adoption of the Agenda

On a motion made by Len Eckhardt which was seconded by Gil Botello, the agenda was adopted on a 4-0-1 vote. (Ayes: Miller, Eckhardt, Botello, Wilson. Noes: None. Absent: Corbett.)

7. Action Items

- A. Approval of the Minutes of the Regular Board Meeting on February 21, 2018 (Attachment #1, Page 3)

Stan Miller commented that the minutes for Discussion Item C had a word missing. On a motion by Len Eckhardt which was seconded by Sallie Wilson, the minutes were approved as corrected by a 4-0-1 vote. (Ayes: Miller, Eckhardt, Botello, Wilson. Noes: None. Absent: Corbett.)

- B. Approval of Vendor Payments 01/28/18 - 02/27/18 (Attachment #2, Page 7)

On a motion by Gil Botello which was seconded by Len Eckhardt the vendor payments 1/28/18 – 2/27/18 were approved by a 4-0-1 vote. (Ayes: Miller, Eckhardt, Botello, Wilson. Noes: None. Absent: Corbett.)

- C. Approval of New and Termed Employees 02/01/18 - 02/28/18 (Attachment #3, Page 13)

On a motion by Gil Botello which was seconded by Sallie Wilson, the new and termed employees 2/1/18 – 2/28/18 were approved by a 4-0-1 vote. (Ayes: Miller, Eckhardt, Botello, Wilson. Noes: None. Absent: Corbett.)

- D. Approval of 2017-2018 2nd Interim Budget

- i. Approval of 2017-2018 2nd Interim Budget Revision (Attachment #4, Page 15)
- ii. Approval of Resolution 18-01: 2nd Interim Budget Revision (Roll Call Vote) (Attachment #5, Page 23)

Rachael Navarrete reviewed the figures in the 2017-18 Second Interim Budget report. She highlighted that ADA was relatively unchanged from the 1st interim budget revision. She stated that the explanation on the Other Local Revenue line should read “decreased reimbursements” not “increased reimbursements”. R.J. Guess spoke about the approval process for expenditures and said that Mike Wegner, Rachael Navarrete, and Tammie Wood have done a phenomenal job in keeping an eye on expenses. He said Kyle Money Penny has helped to reduce expenditures by reallocating inventory to sites rather than purchasing new.

Len Eckhardt made a motion to approve the 2017-2018 2nd Interim Budget Revision. Gil Botello seconded the motion and it was approved by a 4-0-1 vote. (Ayes: Miller, Eckhardt, Botello, Wilson. Noes: None. Absent: Corbett.)

Gil Botello made a motion to approve Resolution 18-01: 2nd Interim Budget Revision. Sallie Wilson seconded the motion. The resolution was approved by the following roll call vote: Wilson: Aye, Miller: Aye, Eckhardt: Aye, Botello: Aye, Corbett: Absent.

- E. Revised 2018-2019 MOU for Partner Agencies (Attachment #6, Page 25)

David DeMers, Executive Director of Sacramento Regional Conservation Corps (SRCC) joined the meeting. R.J. Guess distributed a handout documenting comments he received via email from JMCS teachers in regards to the staffing formula in the MOU. He reviewed the comments. David DeMers spoke on how he believes the revised MOU will affect SRCC. Discussion included planning for the

future of JMCS, holding programs accountable for underperforming, and attempts at gathering feedback on the MOU from partner agencies.

Cristina Dickenson spoke on behalf of the teachers. She said teachers are aware that staffing changes will be made if the MOU is approved and that teachers are concerned with not only the staffing changes but also that changes may lead to teachers having more responsibilities in the classrooms. Mike Wegner commented that it is important to give employees as much notice as possible regarding staffing changes.

Len Eckhardt made a motion to approve the revised 2018-2019 MOU for Partner Agencies which was seconded by Stan Miller. The motion passed on a 4-0-1 vote. (Ayes: Miller, Eckhardt, Botello, Wilson. Noes: None. Absent: Corbett.)

F. Approval of Calendars for 2018-2019 School Year (Attachment #7, Page 49)

On a motion by Gil Botello which was seconded by Len Eckhardt, the calendars for the 2018-2019 school year were approved with a 4-0-1 vote. (Ayes: Miller, Eckhardt, Botello, Wilson. Noes: None. Absent: Corbett.)

8. Discussion Items

A. Teacher Advisory Committee (TAC) Report (Attachment #8, Page 53)

Cristina Dickenson, TAC Rep, and teacher at Operation New Hope SB City, reported that there have been many questions from teachers about the staffing formula presented in the draft MOU. She reviewed the questions presented in the TAC report.

Sallie Wilson asked Cristina to describe a typical TAC meeting and discussion followed about the TAC meeting and TAC members.

Stan Miller thanked Cristina for the TAC report.

B. 2018-2019 Salary Schedule Revisions (Attachment #9, Page 55)

R.J. Guess reported that the position of Community Resource Coordinator has been added to the classified salary schedule and the position of Community Resource Director has been added to the certificated administrative salary schedule. Len Eckhardt pointed out the FTE breakdowns for benefits need to be corrected on all schedules. This item will come back to the board next month.

C. 2018-2019 Draft Administrative Staffing Formula (Attachment #10, Page 59)

R.J. Guess presented the draft of the administrative staffing formula. He said the staffing formula is based on ADA, not the number of school sites JMCS is operating. He reviewed the staffing scenarios. R.J. asked the board to study the scenarios and give feedback at the next board meeting.

D. 2018-2019 Governing Board Member Stipends

R.J. stated that this agenda item is a result of his discussing board member stipends with Nevada County Superintendent of Schools (NCSOS) Scott Lay and R.J. would like to follow NCSOS' policy on the payment of board member stipends. The policy requires attendance at board meetings for the payment of the monthly board member stipends. R.J. stated that his desire to modify the policy is not a criticism of board member attendance or performance in any way. He said the reason he brought it up is that he has examined every other part of the budget due to the fiscal crisis and wants transparency in all areas of spending. This item will come back to the board for further discussion at the next meeting.

E. 2017-2018 CEO Evaluation Timeline

Stan Miller handed out copies of the first page of the CEO evaluation form. He stated the board is remiss in following the timeline as outlined in the document. He proposed adding a closed session item to the April board agenda to allow R.J. to give a verbal mid-year update on the progress of his goals, conducting the evaluation in June and presenting it to R.J. in July. There was discussion about requesting a verbal or written report from Rich Fischer about his time spent mentoring R.J. This will be an item on the next board agenda.

F. Revised JMCS Mission Statement (Attachment #11, Page 61)

Mike Wegner reviewed the timeline of the process to revise the JMCS mission statement and read the mission statement. There was discussion about possible rewording and adding a statement about attainment of a high school diploma. This will come back for further review at the next board meeting.

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

R.J. Guess distributed the CEO's report to all participants. He included California Charter School's analysis of SB 1362. There was discussion about the potential impact of the bill on charter schools and R.J. stated he will write a letter opposing the Senate bill in the near future. R.J. summarized his comments on the English Language Learners (EL) audit including the adoption of an in-house initial EL assessment tool. He also spoke regarding plans to celebrate JMCS' 20th birthday at the September in-service.

9. Information Items

A. Correspondence

None.

B. Schedule of Future Board Meetings:

- i. Wednesday, April 18, 2018, 12 pm at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822
- ii. Wednesday, May 16, 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: | No |
| C. Len Eckhardt: | Yes |
| D. Sallie Wilson: | Yes |
| E. Gil Botello: | Yes |

11. Request for Agenda Items

None.

12. Adjournment

Stan Miller adjourned the meeting at 2:25 pm.