

John Muir Charter Schools
117 New Mohawk Rd. Ste. F
Nevada City, CA 95959
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1 John Muir Charter Schools Meeting of the Board of Directors

Wednesday, April 13, 2022

9:00 a.m.

John Muir Charter Schools Office
117 New Mohawk Rd. Suite F
Nevada City, CA 95959

Zoom Meeting:

<https://us02web.zoom.us/j/87447479653>

Meeting ID:

874 4747 9653

Dial-in by location:

+1 669 900 9128

Audio of this meeting will be recorded

AGENDA

ANNOUNCEMENT No. 1: This meeting is being held pursuant to the procedures established in Assembly Bill 361 amending elements of the Brown Act effective October 1, 2021. All Board members may attend the meeting by teleconference. This meeting will be a virtual meeting only. The public may observe and address the meeting via Zoom.

ANNOUNCEMENT No. 2: The public will have access to the John Muir Charter Schools Governing Board meeting through Zoom Teleconferencing. If you are joining the meeting via Zoom and wish to make a comment on an item, press the “raise a hand” button. If you are joining the meeting by phone, press *9 to indicate a desire to make a comment. A moderator will call you by the last three digits of your phone number when it is your turn to speak. Speakers will be limited to 3 minutes.

ANNOUNCEMENT No. 3: Should this Board meeting encounter any security breach or inappropriate issues, the meeting will be ended immediately and rescheduled as soon as practical.

1. Meeting Call to Order

2. Introductions

3. 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.

4. Additions to the Agenda

5. Adoption of the Agenda

6. Informational/Action Items

- A. Approval of the Minutes of the Regular Board Meeting Wednesday, March 9, 2022 (Attachment 1, Page 5)
- B. Approval of Vendor Payments 2/26/22 - 3/25/22 (Attachment 2, Page 13)
- C. Approval of New and Termed Employees 3/1/22 - 3/31/22 (Attachment 3, Page 21)
- D. Vote for Virtual or In-Person 5/11/2022 Board Meeting
- E. Draft 3: 2022-2023 JMCS Operating Calendars (Attachment 4, Page 23)
- F. 2022-2023 Salary Schedule (Attachment 5, Page 27)
- G. In-Class Mask Mandate Vote
- H. 2022-2023 Board Meeting Dates (Attachment 6, Page 29)
- I. Secondary Charter: Shall John Muir Charter Schools Begin Concept Development of a Secondary Charter in San Francisco as a 4-Year Comprehensive Climate and Youth Conservation Corps Program. (Attachment 7, Page 31)

7. Discussion Items

- A. Vision Statement Process Update (Laura Kerr)
- B. JMCS Staff and Student Covid-19 Vaccination Policies (Attachment 8, Page 33)
- C. JMCS Equity Policy Draft Review (Attachment 9, Page 49)
- D. LCAP First Draft Review (Separate Cover)
- E. JMCS Foundation Report (Gil Botello)
3333Independent Study Enrollment 2022-2023
- F. Potential Staff and Expenditure Reductions
- G. Recruitment Report (Stephanie Hodnett)

H. CEO's Report (RJ Guess)

8. Miscellaneous Information Items

A. Correspondence

B. Schedule of Future Board Meetings

- i. Wednesday, May 11, 2022, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.
- ii. Wednesday, June 8, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.

Board Attendance at Upcoming Meetings:

Wednesday, May 11, 2022, 9 a.m.
(pending approval),

A.	Stan Miller:	Yes
B.	Michael Corbett:	Yes
C.	Len Eckhardt:	Yes
D.	Sallie Wilson:	Yes
E.	Gil Botello:	Yes

Wednesday, June 8, 2022, 9 a.m.
(pending approval)

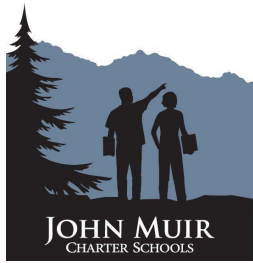
A.	Stan Miller:	Yes or No
B.	Michael Corbett:	Yes or No
C.	Len Eckhardt:	Yes or No
D.	Sallie Wilson:	Yes or No
E.	Gil Botello:	Yes or No

9. Request for Agenda Items

10. Adjournment

This agenda was posted at least 24 hours in advance of the meeting at:

- John Muir Charter Schools Office, 117 New Mohawk Rd. Suite F, Nevada City, Ca 95959
- www.johnmuircs.com



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John Muir Charter Schools Meeting of the Board of Directors

Wednesday, March 9, 2022

9:00 a.m.

John Muir Charter Schools Office
117 New Mohawk Rd. Suite F
Nevada City, CA 95959

Zoom Meeting:

<https://us02web.zoom.us/j/82270136649>

Meeting ID:

822 7013 6649

Dial-in by location:

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Minutes

1. Meeting Call to Order

Stan Miller called the meeting to order at 9:01 a.m.

2. Introductions

JMCS Board Members in attendance: Stan Miller, Michael Corbett, Sallie Wilson, Gil Botello, and Len Eckhardt. JMCS Staff Members in attendance: CEO RJ Guess, Fiscal Analyst Rachael Navarrete, Administrative Coordinator Luz Delgado, Northern Regional Director Lita Lee, TAC Representative Ameer Martin. Laura Kerr Vision Statement Consultant, SRCC Site Coordinator Jocelyn Moore, and Outreach and Marketing Coordinator Stephanie Hodnett.

- 3. 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.

None.

4. Additions to the Agenda

RJ Guess requested to add Discussion Item F Tac Report and move the CEO Report to Discussion item H.

On a motion made by Gil Botello and seconded by Len Eckhardt, the Additions to the Agenda were approved on a 5-0-0 vote.

(Ayes: Miller, Corbett, Wilson, Botello, Eckhardt Noes: None. Absent: None.)

5. Adoption of the Agenda

On a motion made by Gil Botello and seconded by Len Eckhardt, the Agenda was adopted on a 5-0-0 vote.

(Ayes: Miller, Corbett, Wilson, Botello, Eckhardt Noes: None. Absent: None.)

6. Informational/Action Items

- A. Approval of the Minutes of the Regular Board Meeting Wednesday, February 9, 2022 (Attachment 1, Page 5)

Stan Miller pointed out a typo on page 7, it must read “certificated staff” as opposed to “uncertificated staff”. Luz Delgado has fixed the error.

On a motion made by Michael Corbett and seconded by Len Eckhardt, the Minutes of the Regular Board Meeting Wednesday, February 9, 2022, were approved on a 5-0-0 vote.

(Ayes: Miller, Corbett, Wilson, Botello, Eckhardt Noes: None. Absent: None.)

- B. Approval of Vendor Payments 1/26/22 - 2/25/22 (Attachment 2, Page 11)

Gil Botello asked about rent and printer payments for the JMCS Headquarters. Gil asks when the lease for HQ is over. Rachael Navarett shared the lease is up in June 2023. Michael Corbett would like someone to have a conversation with the landlord about exiting the lease early. Stan Miller suggested a relocation to save costs. RJ Guess informed the board that business services staff are looking for smaller local offices. Rachael mentions there is a lot of inventory needing to be processed before any space can be given up. Stan requested an update on potential locations for the next meeting.

On a motion made by Gil Botello and seconded by Sallie Wilson, the Approval of Vendor Payments 1/26/22 - 2/25/22, was approved on a 5-0-0 vote.

(Ayes: Miller, Corbett, Wilson, Botello, Eckhardt Noes: None. Absent: None.)

- C. Approval of New and Termed Employees 1/30/22 - 2/28/22 (Attachment 3, Page 19)

On a motion made by Len Eckhardt and seconded by Gil Botello, the New and Termed Employees 1/30/22 - 2/28/22, were approved on a 5-0-0 vote.

(Ayes: Miller, Corbett, Wilson, Botello, Eckhardt Noes: None. Absent: None.)

D. Vote for Virtual or In-Person 4/13/2022 Board Meeting

Len Eckhardt recommends we conduct our meetings virtually due to rising costs in travel expenses. Gil Botello would also like to continue virtual meetings for health and safety concerns. Sallie Wilson and Michael Corbett agreed with their colleagues in keeping board meetings virtual. RJ Guess offers agendizing school sites for board members to attend meetings in an in-person setting.

On a motion made by Gil Botello and seconded by Len Eckhardt, the 4/13/2022 Board Meeting will be held virtually on a 5-0-0 vote.

(Ayes: Miller, Corbett, Wilson, Botello, Eckhardt Noes: None. Absent: None.)

E. 2022-2023 JMCS Operating Calendars (Attachment 4, Page 21)

RJ Guess presented the second draft of the 2022-2023 Operating Calendar. There are no significant changes to the proposed calendars from the current 2021-2022 school year calendar. JMCS P1, P2, and CBED's transfer over. Holidays and breaks for staff and students will remain the same. The trimester calendar maintains 182 ADA collection days, 5 in-services days, and 7 teacher planning days. RJ informed the board that the state requires 175 ADA as a minimum. The 7 teacher planning days were requested by teaching staff and negotiated at length. JMCS will continue with 5 in-service days and will be held virtually in 2022-2023. Spring break will continue to be in late March leading into the beginning of April. State and federal holidays will also remain the same. The workday calendar will continue to have 247 days. Len Eckhardt asked how staff planning days are utilized. RJ explained generally the day before or after a semester teachers spend time completing grades and prepping the classroom, those days are flexible and can be done onsite or at home.

No action will be taken at this time. This item will be seen in the April meeting.

F. 2021-2022 Second Interim Budget

i. Approval of the 2021-2022 2nd Interim Budget (Attachment 5, Page 25)

Rachael Navarrete provided ADA projections for the 2021-2022 school year. She informed the board that JMCS is projecting ADA funding of 330 at P2. There is a change from the first interim budget to account for the additional income from a slight increase in ADA. There are also adjustments for staffing and grant expenditure and updated salaries and benefits for current staffing levels. Rachael notes the professional services budget has also been adjusted. JMCS saw a reduction of \$72,000 in expenditures, however, there is still deficit spending overall. There will be changes in staffing next year to align our budget and there are reserves to cover the costs. RJ Guess notes that JMCS is doing less deficit spending than projected last year. This still leaves a significant reserves balance. Rachael explained this budget does not assume JMCS will be receiving hold harmless.

On a motion made by Michael Corbett and seconded by Gil Botello, the 2021-2022 2nd Interim Budget, was approved on a 5-0-0 vote.

(Ayes: Miller, Corbett, Wilson, Botello, Eckhardt Noes: None. Absent: None.)

ii. Approval of Resolution 22-01 - ROLL CALL VOTE (Attachment 6, Page 32)

Miller - Aye. Corbett - Aye. Wilson - Aye. Botello - Aye. Eckhardt - Aye.

G. Shall John Muir Charter Schools continue with an in-classroom mask mandate through April 13, 2022 (Attachment 7, Page 33)

RJ Guess informed the board California has low pediatric hospitalization rates, and predictions show that there will be fewer hospitalizations as the months go by. Research suggests this can be attributed to the increased vaccination statuses in students and mask mandates in schools. In terms of what JMCS Staff and partners, the majority of staff said we should not continue with mask mandates for the remainder of the school year. RJ informed the board that the mask mandate is scheduled to end Friday. Michael Corbett asks about the current rate of vaccination among students. RJ stated that it is below 50%. This vote will keep the mask mandate until April 13th, 2022. There will be another vote in the April meeting. The board agreed that JMCS should continue with mask mandates until April 13th to be voted upon next month. The board members gave a unanimous vote.

On a motion made by Gil Botello and seconded by Michael Corbett, John Muir Charter Schools will continue with an in-classroom mask mandate through April 13, 2022, on a 5-0-0 vote. (Ayes: Miller, Corbett, Wilson, Botello, Eckhardt Noes: None. Absent: None.)

7. Discussion Items

A. Vision Statement Process Update (Laura Kerr)

Laura Kerr reviewed the process of the vision statement creation. Lara sent out a staff-wide survey and will be using their responses to guide the writing process. Laura shared that her current goal is to analyze JMCS's current mission and values to develop a rough draft. Referring to the survey she sent out, JMCS staff believes they are in alignment with the current mission statement; Laura agrees based on her one-on-one interviews conducted with the staff. Laura then proceeded to interview board members about topics that can affect our students such as trends in the economy, the job market, housing, and transportation. Board members gave their input and Laura annotated so she may include them in her revisions.

B. Draft 1: JMCS Staff and Student Covid-19 Vaccination Policies (Attachment 8, Page 43)

RJ Guess explains if the vaccine mandate goes through the policy will give guidance on what is acceptable medical and personal belief exemptions. Health and safety code indicates vaccinations for California schools shall not apply to any person 18 years of age or older, which is a great portion of our population. Under current law, JMCS students over age 18 will not have to provide evidence of vaccines for enrollment but under several proposed laws working their way through the legislature, JMCS students will have to provide evidence of vaccination. RJ presented a template for staff and students who would like to request a personal belief and medical exemption. Personal belief exemptions will be accepted on a case-by-case basis. At this point, it will not be prudent to define personal beliefs. RJ will continue to update the board about vaccination policies in the April board meeting.

C. JMCS Foundation Report (Gil Botello)

Gil Botello gave an update on the Foundation executive team. Foundation members took a second look at the strategic plan focusing on their goals and objectives; they will be developing tools to continue to do fundraising outreach. The foundation encourages board members to give a monthly donation. They will be aiming to promote personal donations from our staff. They are also looking for foundation board members.

D. Potential Staff and Expenditure Reductions

RJ Guess and JMCS leadership have had personal conversations with all staff who will be facing reduction, letters have also been sent out to the staff. FTE reductions are projected to reduce \$2.1 million in spending for the 2022-2023 school year. Most staff will be staying even with an FTE reduction, all but 2 staff members have expressed this. This will be a recurring discussion item on the agenda until the new budget is approved.

Stan Miller gave a 5-minute break at 11:39 a.m. and reconvened at 11:41 a.m.

E. Recruitment Report (Stephanie Hodnett)

Stephanie Hodnett shared her recruitment and marketing plan. She has launched a digital marketing strategy to increase enrollment. She outlined her daily, weekly, and monthly marketing plan consisting of virtual events, engagement activities, emails, calls, and social media contact. Her brand awareness and outreach project are also in development with Indeed, Craigslist, and other hiring websites. The Fresno area has been showing the most hiring site interest. Stephanie shared her social media weekly calendar with a different theme every day to engage potential students. She is managing Twitter, Facebook, Google+, and LinkedIn. She checks analytic data via Hootsuite. Stephanie is also reaching out to local agencies as resource hubs. In the coming months, she will be hosting opportunity events, raising social media awareness, and continued enrollment data tracking. She hopes to create more brand awareness. Local agencies need to become aware of our educational presence.

F. Rent Totals Discussion

RJ Guess presented a site-by-site rent cost chart. Each site is receiving different amounts of rent allowances based on student enrollment. A cap of \$1000 per ADA per site per year was negotiated into each site's MOU. Most school sites get 75% of their rent reimbursed, including HQ. There are 4 leases that JMCS has directly HQ, CC North Bay YC, GEMA, Riverside. The staff at CC North Bay YC is currently looking for a less costly site. When other sites' leases are coming to an end staff will look for less costly sites.

G. CEO's Report (RJ Guess)

RJ Guess began by updating the board on enrollment. In August, the average enrollment was 370, now it's 418, with more students scheduled to enroll. RJ conducted a data study on other charter schools with similar programs and compared enrollment trends between the various schools and JMCS with a three-year average. RJ noted that on average, most schools in his data study reduced

enrollment. He would like to begin a discussion of 20% enrollment in the independent study program for the 2022-2023 school year.

H. TAC Report

Ameer Martin reported on the March in-service. JMCS staff has been reading culturally responsive teaching materials to prepare for the in-service. The keynote speaker touched on the literature and gave examples of how the literature can be applied in the classroom. Many mindfulness strategies were promoted. Teachers found these strategies to be beneficial in their practices. It was suggested that JMCS staff interview students to give feedback on how the school is affecting them academically and personally. Ameer interviewed a few students and gave excerpts of their meetings. Students expressed feeling safe emotionally and physically; they believe JMCS helps meet their needs holistically. Students feel cared for, welcomed, and respected. Moving on, Ameer explained that teacher morale is low. With job uncertainty, many teachers are not feeling positive in their work environment. Ameer finished his presentation with a student success story. The student obtained his High School diploma and was able to get a job working for Zillow as a house inspector with a \$65,000 starting salary. He felt he would not have been able to get this job without JMCS. He was very grateful to JMCS.

8. Miscellaneous Information Items

A. Correspondence

None.

B. Schedule of Future Board Meetings

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- ii. Wednesday, May 11, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.

Board Attendance at Upcoming Meetings:

**Wednesday, April 13, 2022, 9 a.m.
(pending approval),**

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

**Wednesday, May 11, 2022, 9 a.m.
(pending approval)**

A.	Stan Miller:	Yes
B.	Michael Corbett:	Yes
C.	Len Eckhardt:	Yes
D.	Sallie Wilson:	Yes
E.	Gil Botello:	Yes

9. Request for Agenda Items

- Independent Study Enrollment 2022-2023.
- Potential Staff and Expenditure Reductions
- JMCS Staff and Student Covid-19 Vaccination Policies
- In-classroom Mask Mandate Vote
- Draft 2: 2022-2023 JMCS Operating Calendars
- 2022-2023 Board Dates

- LCAP First Draft Review

10. Adjournment

Stan Miller adjourned the meeting at 12:51 p.m.