

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

Wednesday, April 14, 2021

**10:00 a.m.**

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

### **Zoom Link and Call-In Number**

<https://us02web.zoom.us/j/82414345631>

Meeting ID: 824 1434 5631

Dial-in by location:

+1 669 900 9128 US

Audio of this meeting will be recorded

### **AGENDA**

ANNOUNCEMENT No. 1: This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by the Governor on March 17, 2020. All board members may attend the meeting by teleconference. The public may observe and address the meeting via Zoom.

ANNOUNCEMENT No. 2: The public will have access to the John Muir Charter Schools Board meeting through Zoom Teleconferencing. Public comments are taken on action, discussion, and information items only; or during the Open Public Forum for items not on the agenda. For those individuals who wish to make a public comment, please do so by using the Zoom raise your hand feature. A moderator will call on you at the appropriate time.

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

#### **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. Closed Session:**

- A. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure To Litigation Pursuant to Subdivision (b) of Section 54956.9: One Case

**7. Return to Open Session: Report Action Taken, If Any**

**8. Informational/Action Items**

- A. Approval of the Minutes of the Regular Board Meeting Wednesday, March 10, 2021  
(Attachment #1 , Page 4)
- B. Approval of Vendor Payments 2/26/21 - 3/25/21 (Attachment #2, Page 9)
- C. Approval of New and Termed Employees 2/26/21 - 3/25/21 (Attachment #3, Page 16)

**9. Discussion Items**

- A. “Teachers Who Make A Difference” (ACSA Executive Board Committee)
- B. Courageous Conversations About Race Presentation, Rachel Wegner & Jocelyn Moore  
(Attachment #4, Page 17)
- C. First Draft of LCAP, Rachel Wegner (Attachment #5, Under Separate Cover)
- D. Expanded Learning Opportunity Grant Expenditure Plan for 2021-2022 Fiscal Year  
(Template Release Date 03/25/21, Board Approval Deadline 06/01/21) (Attachment #6,  
Page 22)
- E. 2021-2022 Draft Board Meeting Dates (Attachment #7, Page 25)
- F. MIP Software and Service Host Report (Attachment #8, Page 26)
- G. Teacher Induction Program Report (Attachment #9, Page 27)
- H. Recruitment Program Discussion (Attachment #10, Page 28)
- I. TAC Report (Attachment #11, Page 34)
- J. CEO’s Report (Attachment #12, Page 35)

**10. Miscellaneous Information Items**

- A. Correspondence

**B. Schedule of Future Board Meetings**

- i. Wednesday, May 12, 2021, 10 a.m. This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by the Governor on March 17, 2020. All board members may attend the meeting by teleconference. The public may observe and address the meeting via Zoom.
- ii. Wednesday, June 9, 2021, 10 a.m. This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by the Governor on March 17, 2020. All board members may attend the meeting by teleconference. The public may observe and address the meeting via Zoom.

**Board Attendance at Upcoming Meetings:**

**Wednesday, May 12, 2021, 10 a.m.**

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

**Wednesday, June 9th, 2021, 10 a.m.**

- 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

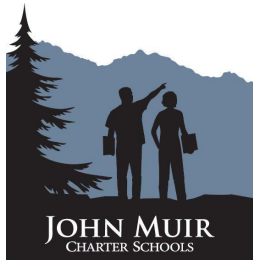
**11. Request for Agenda Items**

- 1. Discussion Item, Equity Survey Report

**12. 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](http://www.johnmuircs.com)



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

Wednesday, April 14, 2021

**10:00 a.m.**

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

### **Zoom Link and Call-In Number**

<https://us02web.zoom.us/j/82414345631>

Meeting ID: 824 1434 5631

Dial-in by location:

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## **Minutes**

### **1. Meeting Call to Order**

Stan Miller called the meeting to order at 10:04

### **2. Introductions**

JMCS Board Members in attendance: Stan Miller, Gil Botello (arrived at 10:07 a.m.), Michael Corbett, Len Eckhardt, and Sallie Wilson. JMCS Staff Members in attendance: CEO RJ Guess, Interim CEO & COO Mike Wegner, Fiscal Analyst Rachael Navarrete, Administrative Coordinator Luz Delgado, Director of Curriculum Rachel Wegner, School Site Coordinator Jocelyn Moore, Dawn McConnell Northern Regional Director, Teacher Eo Reveles. Others in attendance: Russell Degnan of Operation New Hope, Peter Sagebiel Director of Forest Charter School.

- 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**

Item 6, the closed session of the agenda, has been tabled.

#### **5. Adoption of the Agenda**

On a motion made by Michael Corbett and seconded by Len Eckhardt, the agenda was adopted on a 4-0-1 vote.

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

#### **6. Closed Session:**

This closed session was tabled for a future meeting.

#### **7. Return to Open Session: Report Action Taken, If Any**

This closed session was tabled for a future meeting.

#### **8. Action Items**

- A. Approval of the Minutes of the Regular Board Meeting Wednesday, March 10, 2021  
(Attachment #1 , Page 4)

Stan Miller pointed out a typo on page 7, line 6, the line should read “he does not know what” instead of “e does not know what”. On a motion by Sallie Wilson, seconded by Gil Botello, the Minutes of the Regular Board Meeting Wednesday, March 10, 2021, were approved on a 5-0-0 vote. (Ayes: Miller, Botello, Corbett, Eckhardt, Wilson. Noes: None. Absent: None.)

- B. Approval of Vendor Payments 2/26/21 - 3/25/21 (Attachment #2, Page 9)

Stan Miller asked about Sterling Administration FSA funding contributions on Page 13. Rachel Navarrete explained that it is additional insurance that employees can purchase and clarified that this is a Flexible Savings Account and not a cost to the school.

On a motion by Len Eckhardt, seconded by Michael Corbette, the Vendor Payments 2/26/21 - 3/25/21 were approved on a 5-0-0 vote. (Ayes: Miller, Botello, Corbett, Eckhardt, Wilson. Noes: None. Absent: None.)

- C. Approval of New and Termed Employees 2/26/21 - 3/25/21 (Attachment #3, Page 16)

On a motion by Len Eckhardt, seconded by Michael Corbett, the Approval of New and Termed Employees 2/26/21 - 3/25/21 were approved on a 5-0-0 vote. (Ayes: Miller, Botello, Corbett, Eckhardt, Wilson. Noes: None. Absent: None.)

## 9. Discussion Items

### A. “Teachers Who Make A Difference” (ACSA Executive Board Committee)

Peter Sagbeil from the Nevada County chapter of the Association of California School Administrators, presents All John Muir Charter Schools teachers with a plaque to commemorate their excellence in teaching. Stan Miller and Mike Wegner appreciate and accept the plaque awarded to the teachers. Mike will be addressing this recognition on the school bulletin.

### B. Courageous Conversations About Race Presentation, Rachel Wegner & Jocelyn Moore (Attachment #4, Page 17)

Jocelyn Moore, the school site coordinator and teacher at Sacramento Regional Conservation Corpswork, explained the Courageous Conversations About Race Curriculum and training that is being used in JMCS professional development in the current school year. Jocelyn expressed that many teachers were grateful to have the workshop opportunities. Jocelyn believes that the tools teachers receive through the training can be immediately used with their students. She states that teachers have been able to address and use conversation norms to define terms like systemic injustice, race, and what they mean when we talk about those terms. Through the training teachers are better able to understand what systemic racism is and that race is a social and systemic construct. Rachel Wegner invited Camarillo CCC teacher Eo Reveles to present the teacher's perspective. Eo reflected on the workshops and said she experienced a powerful transformation. She was able to identify where her biases lie. Eo feels that the Courageous Conversation workshops are valuable and that it has been amazing to see how these conversations can be inter-threaded into classroom norms that may not even have to do with race or bias. Rachel Wegner then gave an overview of teacher survey data regarding CCAR. The survey had an 85% response rate from attendees, over 90% of staff rated the professional development with a 4 out of 5, and 85% of participants felt challenged in their thinking. Overall, the Courageous Conversation workshops were beneficial for teachers.

### C. First Draft of LCAP, Rachel Wegner (Attachment #5, Under Separate Cover)

Rachel Wegner explained that the LCAP comes in two sections this year- the 2019-2020 Local Control and Accountability Plan annual update and the 2020-2021 Local Control and Accountability Plan annual update. Rachel described to the board that both parts of the document, reflect budget changes and adaptations related to Covid. Rachel described to the board that we have seen an increase in students feeling that their instruction and curriculum are preparing them for college and careers. Rachel communicated that the average whole-school attendance percentage increased from 80% to 85% this year, and that despite the closing of in-person instruction, the average number of credits students earned stayed consistent two prior years. Access to and participation in counseling services has increased; there have been 16 group sessions at five different sites and at least 25 individual sessions. Staff surveys in the LCAP process show that professional development satisfaction is very high and that John Muir's commitment to diversity, equity, and inclusion is evident. Rachel noted partner surveys show our stakeholders feel that we have a strong commitment to equity.

D. Expanded Learning Opportunity Grant Expenditure Plan for 2021-2022 Fiscal Year  
(Template Release Date 03/25/21, Board Approval Deadline 06/01/21) (Attachment #6,  
Page 22)

Mike Wegner explained that this is grant money awarded through SB 86 for increasing learning opportunities, and the funds will be used specifically for increasing learning opportunities to help students recover from potential loss due to COVID classroom closures across the state. JMCS is required to develop a plan for use of the funds; s. the plan must be approved by June 1st, 2021. If we do not get approval by this date JMCS will not be eligible for the funding. Mike described in the draft plan how the funds will be used to pay certificated staff for summer school hours for the month of July and to fund tutoring staff for the 2021-2022 school year. Mike explained that mental health services are also an allowable expense and recommended that some of the funds be used to support mental health services. RJ Guess explained that we did not receive the template in time for the March 10th meeting which is why it is being discussed today and will be an action item for approval at the May 12th meeting. RJ acknowledged that the timeline is short, but emphasized the importance of meeting the deadline. Stan Miller asked if the tutoring will happen during the school year or only during the summer. Mike clarified these funds have to be expended by August of 2022, meaning there would be full-time tutoring support for the entire school year of 2021-2022 fiscal year. If the funds are not used by the end of the 2021-2022 school year the funds must be returned. Stan affirmed that this will be an action item at the May 12th board meeting.

E. 2021-2022 Draft Board Meeting Dates (Attachment #7, Page 25)

RJ Guess presented a draft 2021-2022 Board Meeting Schedule. RJ described the continuing schedule of meeting on the second Wednesday of every month at 10 am. Stan Miller stated that the meeting time could change if board meetings are held in person next year. The draft will be an action item in the May 12th meeting.

F. MIP Software and Service Host Report (Attachment #8, Page 26)

RJ Guess explained that there are two charges within the MIP software costs. One charge is for a license to use the software, the other is for software hosting. The software includes HR management, HR timesheets and the expenditure approval process. It is a fixed software package that covers multiple back-office functions JMCS contracts with a separate firm for secure, offsite server hosting including remote access for staff. The hosting charges also includes installation, updates, and disaster recovery services. The current vendor is also a less costly alternative to the software that was used previously.

G. Teacher Induction Program Report (Attachment #9, Page 27)

Mike Wegner informed the board that they reached out to Nevada County Superintendent of Schools, Sacramento County Office of Education Induction, and other schools similar to JMCS regarding Induction program costs. Consistent with JMCS practices, all surveyed schools cover the full cost of teacher Inductions programs.

H. Recruitment Program Discussion (Attachment #10, Page 28)

RJ Guess explains that we currently run ads on Craigslist and Indeed for student recruitment in hope of appealing to students who do not yet have a high school diploma but need to work. Administrators are reaching out to student referral agencies, American Job and Career Centers, and other grant-funded service providers for support. When attending conferences John Muir staff and others

distribute promotional materials to spread awareness of JMCS and partner agency programs. Mike Wegner has begun looking into recruitment services like those offered by Film Twist. that can both advertise and analyze recruitment data to show the effectiveness of their services. Gil Botello suggested creating a recruitment position and hiring a staff member with a one-year contract. Stan Miller requested a draft of variables to see what adding recruitment staff would look like.

#### I. TAC Report (Attachment #11, Page 34)

No Report

#### J. CEO's Report (Attachment #12, Page 35)

RJ Guess began the report by acknowledging that Mike Wegner has informed the board that he will be resigning at the end of the school year. In addressing the timeline for selecting a new COO., RJ explained that he will keep the application window open for two weeks, review the applications for five days, and schedule round 1 interviews for the week of May 10.. If necessary RJ will hold an second round of interviews the week of May 17th.. He hopes to have a candidate selected by May 26. This timeline will allow time for cross-training in June and July.

RJ acknowledges that the timeline is fast. The COO position will be posted today. Stan Miller requested that there be two interviews per candidate. Stan suggested there be a group panel and a one-on-one interview with RJ.

RJ Guess discussed updates on new and pending legislation. He begins with...

AB 309- The bill is in the suspense file and might come back next year.

AB 599- states that if 15% or more of the teaching staff has not cleared their credential, meaning that they have a preliminary credential or an emergency permit, an extra oversight visit from the county office will be required

AB- 804- Ventura Training Center style program in Northern California that will be focused on forestry skills. Priority enrollment will be given to people exiting from correctional facilities.

SB272- This is part of a greater bill that will put gender-neutral terms into sections of code. This would change "young men and women" to "young adults". The bill also expands the age of service to 26. This could mean older students could be served which could result in an increase in enrollment for John Muir.

SB694- This bill could provide a career pathway for students. John Muir will have the ability to work with agencies like PG&E, SMUD, and San Diego Light and Power to design specific pathways to employment with those agencies.



## 10. Miscellaneous Information Items

### A. Correspondence

None.

### B. Schedule of Future Board Meetings

- i. Wednesday, April 14, 2021, 10 a.m., at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822
- ii. Wednesday, May 12, 2021, 10 a.m., at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822

### Board Attendance at Upcoming Meetings:

#### Wednesday, May 12, 2021, 10 a.m.

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

#### Wednesday, June 9th, 2021, 10 a.m.

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

## 11. Request for Agenda Items

Continued Recruitment Discussion .

## 12. Adjournment

Stan Miller adjourned the meeting at 12:30pm