

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

John Muir Charter Schools Meeting of the Board of Directors

Wednesday, June 8, 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/82391539638>

Meeting ID:

823 9153 9638

Dial-in by location:

+16699009128

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. Closed Session:

- A. Personnel Matters - Public Employee Performance Evaluation: Chief Executive Officer (Gov. Code §54957)
- B. Report from Closed Session

7. Informational/Action Items

- A. Approval of the Minutes of the Regular Board Meeting Wednesday, May 11, 2022 (Attachment 1, Page 5)
- B. Approval of Vendor Payments 4/26/22 - 5/25/22 (Attachment 2, Page 11)
- C. Approval of New and Termed Employees 4/1/22 - 5/31/22 (Attachment 3, Page 17)
- D. JMCS Equity Policy Review (Attachment 4, Page 19)
- E. Independent Study Programs Update and Revised Independent Study Policy (Attachment 5, Page 23)
- F. Vote for Virtual or In-Person 7/13/2022 Board Meeting
- G. JMCS Third Interim Budget Revision 2021-2022 (Attachment 6, Page 31)
 - i. Approval of the 2021-2022 Third Interim Budget
 - ii. Approval of Resolution 22-02: 2022-2023 JMCS Third Interim Budget Revision (Roll Call Vote) (Attachment 7, Page 39)
- H. Adoption of 2022-2023 JMCS Budget
 - i. Approval of the 2022-2023 JMCS Adopted Budget (Attachment 8, Page 41)
 - ii. Approval of Resolution 22-03: 2022-2023 JMCS Adopted Budget (Roll Call Vote) (Attachment 9, Page 51)
- I. Approval of the 2022–23 Local Control and Accountability Plan (Attachment 10, Page 53 Under Separate Cover)
- J. Approval of the 2022-2023 Education Protection Account (Attachment 11, Page 55)
- K. Discussion and Approval of the Revised JMCS Mission Statement, Vision Statement, and Values (Attachment 12, Page 57)

8. Discussion Items

- A. JMCS Foundation Report/Recruitment Video Update (Gil Botello)
- B. Board Meeting Attendance (Attachment 13, Page 59)

- C. Community Schools Implementation Grant Presentation (Aaron Scholl)
- D. JMCS School Sites Graduation Dates, Times, and Locations (Attachment 14, Page 61)
- E. CEO's Report (RJ Guess)

9. Miscellaneous Information Items

- A. Correspondence
- B. Schedule of Future Board Meetings
 - i. Wednesday, July 13, 2022, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.
 - ii. Wednesday, August 10, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.

**Board Attendance at Upcoming Meetings:
Wednesday, July 13, 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: No

**Wednesday, August 10, 2022, 9 a.m.
(pending approval)**

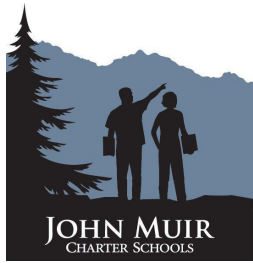
- A. Stan Miller: Yes or No
- B. Michael Corbett: Yes or No
- C. Len Eckhardt: Yes or No
- D. Sallie Wilson: Yes or No
- E. Gil Botello: Yes or No

10. Request for Agenda Items

11. Adjournment

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

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- www.johnmuircs.com



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John Muir Charter Schools Meeting of the Board of Directors

Wednesday, May 11, 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/82009154757>

Meeting ID:

820 0915 4757

Dial-in by location:

+1 669 900 9128

Audio of this meeting will be recorded

Minutes

1. Meeting Call to Order

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

2. Introductions

JMCS Board Members in attendance: Stan Miller, Sallie Wilson, and Michel Corbett. JMCS Staff Members in attendance: CEO RJ Guess, COO Dawn McConnell, Fiscal Analyst Rachael Navarrete, Administrative Coordinator Luz Delgado, Outreach and Marketing Coordinator Stephanie Hodnett, Director of Curriculum and Professional Development Rachel Wegner, Northern Regional Director Lita Lee, Vision Statement Consultant Laura Kerr, and TAC Representative and LA CCC Teacher Rich Johnson.

- 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

None.

5. Adoption of the Agenda

On a motion made by Michael Corbett and seconded by Sallie Wilson, the Agenda was adopted on a 3-0-2 vote.

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

6. Public Hearing: John Muir Charter Schools 2022-2023 Budget

Stan Miller opened the public hearing at 9:04 am.

A. Open public hearing to receive public comment and input about the John Muir Charter Schools 2022-2023 proposed Operating Budget (Attachment 1, Page 5)

RJ Guess explained due to declining enrollment there have been significant staffing and budget cuts. These cuts were projected under the assumption that the state would not grant a hold harmless. RJ presented two budgets to discuss. The first budget is the 2022/2023 adopted budget based on 2021-2022 P2 ADA and the second budget is the 2022/2023 adopted budget with hold harmless provisions.

Rachael Navarrete explained the first budget is based on the current ADA, there is a projection update with an expansion. Within the budget, the staffing adjustments are reflected. The budget balance is healthy. With the hold harmless the budget increases dramatically. The sites will still be held at their current ADA. This budget maintains current staffing. These are the two budget possibilities.

Michael asked what this meant regarding possible employee layoffs, RJ explained that in budget number two the planned reductions will not be made unless the ADA has not been reaching the goal, even pre covid. In the majority of CCC cites where it was projected that most full-time staff will be reduced to half time, the cuts would not be made. This would buy another year for the admin team to increase enrollment. There would be no deficit spending if the hold harmless is received.

B. Open public hearing to receive public comment and input about the John Muir Charter Schools 2022-2023 proposed LCAP (Attachment 2, Under Separate Cover)

Rachel Wegner announced there have been no major content changes. Minor changes were made in language to allow for better clarification of the data, and there have been minimal adjustments in the data charts for more clarity. Rachel noted there will be more changes between now and the final vote. Stan Miller requested that any changes made from now on be highlighted. An upcoming meeting with NCSOS may lead to additional edits in the LCAP.

C. Close Public Hearing

Stan Miller closed the public open meeting at 9:23 am.

7. Informational/Action Items

A. Approval of the Minutes of the Regular Board Meeting Wednesday, April 13, 2022
(Attachment 3, Page 9)

On a motion made by Sallie Wilson and seconded by Michael Corbett, the Minutes of the Regular Board Meeting Wednesday, April 13, 2022, were adopted on a 4-0-2 vote.
(Ayes: Miller, Wilson, Corbett. Noes: None. Absent: Botello, Eckhardt.)

B. Approval of Vendor Payments 3/26/22 - 4/25/22 (Attachment 4, Page 15)

Stan Miller questioned the Canvas Learning Platform payment of \$12,000. RJ Guess explained this is a learning platform to manage and deliver classroom content. Canvas also allows students to access content independently. Rachel Wegner announced this will be the primary learning platform of JMCS.

On a motion made by Sallie Wilson and seconded by Michael Corbett, the Vendor Payments 3/26/22 - 4/25/22 were adopted on a 4-0-2 vote.
(Ayes: Miller, Wilson, Botello, Corbett. Noes: None. Absent: Botello.)

C. Approval of New and Termed Employees 3/1/22 - 4/30/22 (Attachment 5, Page 23)

On a motion made by Michael Corbett and seconded by Sallie Wilson, the New and Termed Employees 3/1/22 - 4/30/22 were adopted on a 4-0-2 vote.
(Ayes: Miller, Wilson, Botello, Corbett. Noes: None. Absent: Botello.)

D. Vote for Virtual or In-Person 6/11/2022 Board Meeting

The attending board members unanimously agreed that a virtual meeting will be most beneficial for the June 11th meeting.

On a motion made by Sallie Wilson and seconded by Michael Corbett, the 6/11/2022 Board Meeting will be held virtually at 9:00 am.
on a 4-0-2 vote.
(Ayes: Miller, Wilson, Botello, Corbett. Noes: None. Absent: Eckhardt, Botello.)

8. Discussion Items

A. Vision Statement Process Update (Laura Kerr) (Attachment 6, Page 25)

Laura Kerr presented her report on the Vision Statement Process. The process began in February with stakeholder interviews and surveys. In March, board members discussed trends in education and JMCS's unique advantage over similar charter schools. In April the writing process of the mission, vision, and values began. Laura gathered data and information and combined it into JMCS's updated statement and aligned the statements with the JMCS LCAP. The next steps will be to rewrite and update the language of the statements. JMCS staff will be informed of the new changes on the next professional development day and staff will be allowed to analyze and give input on the development of the new statements. The process is designed to be inclusive so that everyone, as an institution, understands what our values are. The goal is to keep the statements short, concise, and clear. Laura and RJ will be revising the statements in the next couple of weeks and incorporating staff and teacher input. In the June meeting, Laura and RJ will be presenting a final draft as an action item.

B. JMCS Equity Policy Draft Review (Attachment 7, Page 35)

Dawn McConnell highlighted the areas in the policy draft that staff brought up for discussion and what was updated. The hiring process was addressed in the presented policy and performance reviews were also discussed. It was requested by staff that the board would be more involved in the equity process which can include engaging in a survey or discussion about equity.

Michael Corbett asked how the success of the policy can be measured. Dawn responded that through teacher evaluations and surveys. Stan Miller mentioned the composition of the equity committee and would like to see more parents and students involved. The policy will be reviewed again in June as a discussion item.

C. JMCS Foundation Report/Recruitment Video Funding (Gil Botello)

RJ Guess discussed our current video from the Charter School of the Year Award; the video is from 2015 and a bit outdated. The proposal is to create an updated video reflecting our current values and operations. The proposal calls for two to three days of shooting, and the price would be approximately \$5,000-\$10,000. JMCS would receive a 2.5-3 minute video and 5 to 8 30-second clips that can be used in social media and for recruitment. The request is the foundation and JMCS be willing to split the cost. Stan Miller would like to see a proposal of costs and feels it makes sense to split the cost since both the Foundation and JMCS will be using the videos. RJ and Gil Botello received permission to pursue this project.

D. 2022-2023 Board Meeting Dates (Attachment 8, Page 39)

RJ Guess announces that the board dates for the next year are set. Luz Delgado will send out a survey to the board to find out the member availability.

Stan Miller gave a 5-minute break from 10:15 am to 10:26 am.

E. Recruitment Report (Stephanie Hodnett)

Stephanie Hodnett has met with partner agency outreach coordinators and shared ideas for use at JMCS. She continues to offer multiple channels of outreach support, digital advertisement and text messages have been the more successful practices. Stephanie will be introducing a retargeting campaign and is planning virtual webinars and open houses. There has been significant social media engagement and she would like to begin a student ambassadorship in the fall. Since starting the summer campaign on indeed, 11 potential students have reached out to begin their applications; Stephanie will be reaching out to Foster Care organizations and planning recruitment events for the summer.

F. TAC Report and Presentation: Pomona and Los Angeles CCC Washington DC Trip (approximately 10 minutes) (Attachment 9, Page 41)

Rich Johnson presented a slide show and report on the recent Washington DC trip for the corpsmembers. The trip was educational for students, they attended ceremonies and visited museums and monuments. Corpsmembers met with congressional staff and representatives. The Corpsmember Advisory Board, along with JMCS (\$5,000) helped provide funds for the trips. Students were extremely grateful for the trip. Many of them were moved by what they saw and experienced.

G. CEO's Report (RJ Guess) (Attachment 10, Page 43)

RJ Guess updated the board on the 4-year school project. Multiple partners would like to move forward with partnerships. RJ is not looking to pursue a second charter, but would if this is the route the board would like to take. RJ gave a brief update on the proposed Independent Study program that will be implemented in Fall 2022, a more in-depth report and a revised policy will be presented in June. RJ moved on and discussed vaccine mandate updates. The state has delayed the implementation of the school vaccine mandate until 2023-2024 school year, and as a result, the student and staff mandate policies have not been updated for this meeting. RJ will wait for further information on school implementation processes. RJ concluded his report by presenting a revised version of the JMCS Salary Schedule. The revised Salary Schedule reflects Classified staff salaries at both annual and hourly rates. RJ reminded the board that moving up in salary is a merit-based process.

9. Miscellaneous Information Items

A. Correspondence

None.

B. Schedule of Future Board Meetings

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Board Attendance at Upcoming Meetings:

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

**Wednesday, July 13, 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: No

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

10. Request for Agenda Items

- CEO Evaluation
- LCAP Annual Update
- Approval of Budget and Interim
- Vision and Mission Statement Update
- JMCS Equity Policy Review
- Independent Study Programs Update
- Board Meeting Attendance

11. Adjournment

Stan Miller adjourned the meeting at 11:16 am.

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