

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, July 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/83204641010>

Meeting ID:

832 0464 1010

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, June 8, 2022 (Attachment 1, Page 5)
- B. Approval of Vendor Payments 5/26/22 - 6/30/22 (Attachment 2, Page 13)
- C. Approval of New and Termed Employees 5/1/22 - 6/30/22 (Attachment 3, Page 19)
- D. Vote for Virtual or In-Person 8/10/2022 Board Meeting
- E. Approval of Revised 2022-2023 John Muir Charter Schools Operating Calendars- Inclusion of Juneteenth Federal Holiday (Attachment 4, Page 21)
- F. 2022-2023 Salary Schedule COLA or staff 1-Step Increase (Attachment 5, Page 25)
- G. Board approval to use \$475,000 of reserve funds to supplement the Community Schools Block Grant through the 2027-2028 school year.
- H. 2022-2023 Education Protection Account
  - i. Approval of Resolution 22-04: EPA Account Expenditures for the Fiscal Year 2022-2023 (Roll Call Vote) (Attachment 6, Page 27)

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

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

#### **8. Discussion Items**

- A. 2022-2023 Budget Update
- B. JMCS Foundation Report (Gil Botello)
- C. Board Meeting Attendance (Attachment 7, Page 31)
- D. Community Schools Implementation Grant Presentation (Aaron Scholl) (Attachment 8, Page 33)
- E. Learning Communities for Student Success (LCSSP) (Aaron Scholl) (Attachment 9, Page 35)
- F. College Readiness Workshops Presentation (Aaron Scholl) (Attachment 10, Page 37)
- G. CEO's Report

H. COO's Report (Dawn McConnell)

**9. Miscellaneous Information Items**

A. Correspondence

B. Schedule of Future Board Meetings

- i. Wednesday, August 10, 2022, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.
- ii. Wednesday, September 14, 2022, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.

**Board Attendance at Upcoming Meetings:**

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

**Wednesday, September 14, 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

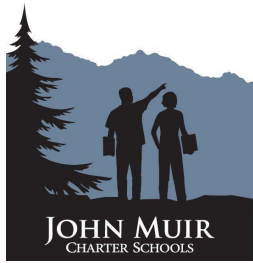
- A. Stan Miller: Yes or No
- B. Michael Corbett: Yes or No
- C. Len Eckhardt: Yes or No
- D. Sallie Wilson: Yes or No
- E. Gil Botello: Yes or No

**10. Request for Agenda Items**

**11. Adjournment**

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

- 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, June 8, 2022

9:00 a.m.

John Muir Charter Schools Office

117 New Mohawk Rd. Suite F

Nevada City, CA 95959

### Minutes

#### 1. Meeting Call to Order

Stan Miller called the meeting to order at 9:05 am.

#### 2. Introductions

JMCS Board Members in attendance: Stan Miller, Sallie Wilson, Gil Botello, Len Eckhardt, and Michel Corbett. JMCS Staff Members in attendance: CEO RJ Guess, COO Dawn McConnell, Fiscal Analyst Rachael Navarrete, Administrative Coordinator Luz Delgado, Director of Curriculum and Professional Development Rachel Wegner, Community Resource Director Aaron Scholl, SRCC School Site Coordinator Jocelyn Moore.

**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

Note - Michael Corbett will be leaving at 11:00 am.

#### 5. Adoption of the Agenda

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

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

## **6. Closed Session:**

- A. Personnel Matters - Public Employee Performance Evaluation: Chief Executive Officer (Gov. Code §54957)

Stan Miller moved to a closed session at 9:07 a.m. and reconvened to an open session at 9:53 a.m.

- B. Report from Closed Session

Stan Miller announced that no action was taken during the closed session. A final evaluation will be conducted in July.

## **7. Informational/Action Items**

- A. Approval of the Minutes of the Regular Board Meeting Wednesday, May 11, 2022 (Attachment 1, Page 5)

Stan Miller noted a spelling error on page 6 item 6, “cite” should be changed to “site”.

On a motion made by Michael Corbett and seconded by Len Eckhardt, the Minutes of the Regular Board Meeting Wednesday, May 11, 2022, were adopted on a 5-0-0 vote.  
(Ayes: Miller, Wilson, Corbett, Eckhardt, Botello. Noes: None. Absent: None.)

- B. Approval of Vendor Payments 4/26/22 - 5/25/22 (Attachment 2, Page 11)

Gil Botello asked about the College Prep Workshops. Aaron Scholl explained that students receive vocational and career pathways from an externally contracted counselor. They provide FAFSA, Dream Act, and scholarships. Once a week on Fridays, students are provided an opportunity to join online college prep workshops. The organization is charging JMCS for 3 hours a week at \$50. The students are receiving 85 hours of direct instruction. Data is being tracked through the National Student Clearinghouse. Gil requested the board members be briefed before adopting a new program, and requested participation data for the programs. Stan Miller would like to see the data requested by Gil in the July meeting.

On a motion made by Gil Botello and seconded by Michael Corbett, the Vendor Payments 4/26/22 - 5/25/22, were approved on a 5-0-0 vote.  
(Ayes: Miller, Wilson, Corbett, Eckhardt, Botello. Noes: None. Absent: None.)

- C. Approval of New and Termed Employees 4/1/22 - 5/31/22 (Attachment 3, Page 17)

Stan Miller announced no changes were made to staffing this month. No action was taken.

- D. JMCS Equity Policy Review (Attachment 4, Page 19)

Dawn McConnell highlighted the revisions of the Equity Policy that the board suggested at the April Meeting. She mentioned that the revised policy includes directions for the JMCS hiring process. Dawn explained that JMCS staff would continue to work on the Equity Plans that are called out in the Equity Policy. Gil Botello noted that he believed JMCS is already adhering to what the policy highlights and that he believed that JMCS staff members currently invest time in equity in the

classroom. He suggested an introduction with baseline data and where JMCS is as a school. Len Eckhard asked if this was modeled after any equity policies already in place at other school districts. Dawn confirmed that it is modeled after policies that other California school districts use.

On a motion made by Gil Botello and seconded by Len Eckhardt, the JMCS Equity Policy was approved on a 5-0-0 vote.

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

E. Independent Study Programs Update and Revised Independent Study Policy (Attachment 5, Page 23)

RJ Guess reminded the board that in the past the independent study policy was designed around use during COVID outbreaks. Traditionally JMCS has not been using the 20% of ADA independent study allowed by the state. Some underserved JMCS students are not able to come to school regularly, and the new independent study program will be serving these students. Jocelyn Moore has updated the policy to fit JMCS's student demographic. Jocelyn suggested not beginning a new program but improving on the services JMCS already provides to the students. For example, she suggested that the new policy will allow current students to enroll in independent study when they are unable to attend regular classes due to health, family, and other teacher-approved circumstances. Only students who qualify under approved circumstances may take advantage of the independent study program. The program will require the teacher to meet with the student virtually or in-person weekly. RJ Guess explained that there will be an independent study contract that will be signed by students and parents. The contract explains the guidelines for the program. Dawn explained that legislation requires schools to use independent study to maintain a specific student to teacher ratios; which will result in a set number of independent study students that a teacher can take on. As long as the ratio has maintained a teacher can take a combination of independent study students and site-based students. RJ will refer to the board-approved staffing formula to determine the number of students a teacher could have and will ensure teachers have adequate time to serve both independent study students and site-based students. Aaron Scholl shared the independent study referral form, which teachers will fill out when a student who will benefit from the independent study is identified. The directors will review the form during the process.

On a motion made by Gil Botello and seconded by Sallie Wilson, the Independent Study Programs Update and Revised Independent Study Policy were approved on a 5-0-0 vote.

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

F. Vote for Virtual or In-Person 7/13/2022 Board Meeting

Michael Corbett suggested a virtual meeting at 9:00 a.m. for the July meeting.

On a motion made by Michael Corbett and seconded by Gil Botello, the Vote for Virtual or In-Person 7/13/2022 was approved on a 5-0-0 vote.

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

G. JMCS Third Interim Budget Revision 2021-2022 (Attachment 6, Page 31)

i. Approval of the 2021-2022 Third Interim Budget

RJ Guess announced that there is a one-year hold harmless agreement in place for classroom-based charters. Rachael Navarrete stated that in this budget model the 2019-2020 P2 numbers were used. The LCFF was adjusted to reflect a 474 ADA, which adds \$2 million in funding. The spending

categories and staffing categories were also adjusted. This leaves JMCS with a healthy ending balance of \$5 million. Within the expenditures, there were only minor changes.

On a motion made by Len Eckhardt and seconded by Sallie Wilson, the JMCS Third Interim Budget Revision 2021-2022, was approved on a 5-0-0 vote.

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

- ii. Approval of Resolution 22-02: 2022-2023 JMCS Third Interim Budget Revision (Roll Call Vote) (Attachment 7, Page 39)

Roll Call Vote-

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

#### H. Adoption of 2022-2023 JMCS Budget

- i. Approval of the 2022-2023 JMCS Adopted Budget (Attachment 8, Page 41)

RJ Guess explained that the hold harmless will place JMCS in a positive funding number and in addition there is a 6.5% increase in COLA base rate funding. JMCS is going into 2022-2023 with no deficit spending. Rachael Navarrete announced that the new year's budget will be based on 411 ADA. There is a projected increase of 76 ADA. The carry-over balance will be \$5 million, which is based on 2021-2022 hold harmless funding allowance. The estimated COLA for 2022-2023 will be 6.5% which will be applied to the LCFF base grant. Rachael discussed whether there is a budget surplus for the new year. The ending balance will be \$5 million. There is a 10% mandated reserve. There is also an admin reserve for the cash flow of \$687,481. There is an additional proposed \$322 add-on per ADA that will increase the LCFF calculation. Rachael then explained the staffing reductions for 2022-2023. The total FTE reduction will be 3.375. Admin, CCC, LCC, and YB will be seeing staffing changes. The CCC will be facing the biggest change. The decisions were based on student enrollment at the sites. YB will be seeing an increase in staffing. RJ explained that enrollment, attendance rates, and ADA data were reviewed and that the data was pulled from pre- and post-COVID.

On a motion made by Len Eckhardt and seconded by Gil Botello, the Adoption of 2022-2023 JMCS Budget was approved on a 4-0-1 vote.

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

- ii. Approval of Resolution 22-03: 2022-2023 JMCS Adopted Budget (Roll Call Vote) (Attachment 9, Page 51)

Roll Call Vote-

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

- I. Approval of the 2022-2023 Local Control and Accountability Plan (Attachment 10, Page 53 Under Separate Cover)

Rachel Wegner discussed that this is the third time the LCAP has been reviewed and is ready for approval. Rachael Navarrete mentioned that this is tied to the 2022-2023 budget. Within the budget overview, there were no notable changes to the components of the LCAP. Rachel Wegner stated that there were changes in the CSI prompt. Dawn McConnell explained that the CSI prompts are this year's plan of how we are spending the CSI funds; the CSI plan was developed in partnership with NEVCO to identify areas of improvement for JMCS and how the CSI funds will be used to help with improvements.

Rachel Wegner mentioned that feedback from staff indicated that they would like to strengthen relationships with partnering agencies, improve school culture, and build on school equity practices. All the feedback was aligned with what is currently expressed in the LCAP. In Goal One there were no significant changes. Language changes were made to indicate generic data reports will be used since K12 will no longer be an option. There were also changes in metrics for reporting purposes. For Goal Two, language was changed regarding increasing curriculum and increasing services. In Goal Three language changes were made for data reports to align with state priority areas.

Rachel Wegner reviewed the local indicators, which became a requirement last year to share the internal reflections in conjunction with the LCAP approval. The reflections are gathered from responses by staff, partners, and students, and represent the average of how stakeholders felt about JMCS outcomes. These narratives will be available online in August or September. JMCS was assessed on how we reflected on our areas of improvement.

On a motion made by Sallie Wilson and seconded by Gil Botello, the Approval of the 2022–2023 Local Control and Accountability Plan, was approved on a 4-0-1 vote.  
(Ayes: Miller, Wilson, Botello, Eckhardt. Noes: None. Absent: Corbett.)

J. Approval of the 2022-2023 Education Protection Account (Attachment 11, Page 55)

Rj Guess announced that this item will be tabled until the July meeting. No action was taken.

K. Discussion and Approval of the Revised JMCS Mission Statement, Vision Statement, and Values (Attachment 12, Page 57)

RJ Guess explained that during the last professional development day staff members were asked for feedback on the JMCS mission, vision, and values. Staff would like more clarity in the phrasing of some of the statements made in the mission. Gil Botello suggested moving forward with approving the document as is. The rest of the attending board members agreed.

On a motion made by Gil Botello and seconded by Len Eckhard, the Discussion and Approval of the Revised JMCS Mission Statement, Vision Statement, and Values, were approved on a 4-0-1 vote.  
(Ayes: Miller, Wilson, Botello, Eckhardt. Noes: None. Absent: Corbett.)

## **8. Discussion Items**

A. JMCS Foundation Report/Recruitment Video Update (Gil Botello)

Gil Botello requested partnering with the Foundation to create a video on the JMCS story. Gil would like to showcase what JMCS does for students. A video production company submitted a proposal to produce a video. Gil outlined the cost of the video production and felt that this was an affordable option. RJ Guess suggested the JMCS Foundation split the cost with JMCS. He would like the video to be finished in October. RJ requested for Gil to present to the JMCS Foundation an appeal for a contribution from the Foundation. If the Foundation cannot contribute funding, RJ would still like to move forward with the video. The video can be split into clips to be used for social media recruiting.

B. Board Meeting Attendance (Attachment 13, Page 59)



Stan Miller requested a survey monkey to be created for gathering availability for meeting attendance. RJ Guess instructed Luz Delgado to send all board members an email with the board dates that asks board members to respond “yes” on the days they will be able to participate.

RJ Guess explained how JMCS board members receive their stipend. He mentioned that in some institutions if a board member does not attend a meeting they do not receive their stipend. In these cases it is a practice that attending board members can vote to excuse a board member's absence, allowing them to receive the stipend. Gil Botello suggested that JMCS maintains its current format of stipend receiving regardless of attendance. Other board members agree that no changes should be made. This item will be revisited in the July meeting.

#### C. Community Schools Implementation Grant Presentation (Aaron Scholl)

Aaron Scholl announced that JMCS received the Community Schools Partnership Grant of \$1.425 million. The grant is to support the implementation of a Community School model. It will encourage community engagement, summer school, and support hiring Community School Resource Coordinators, as well as adding in-person professional development for both JMCS staff and partner agency staff. This will help support students in the academic and nonacademic areas. A program description and overview will be shared at the July meeting.

#### D. JMCS School Sites Graduation Dates, Times, and Locations (Attachment 14, Page 61)

RJ Guess invited the board to attend the CCC Statewide Graduation. The Graduation will take place in Sacramento on June 15th at 2:00 p.m. Dawn McConnell and RJ Guess will be attending this and other various graduations during the month.

#### E. CEO's Report (RJ Guess)

RJ Guess announced that this is the final board meeting of the year. He commended the board and staff for their support during the past 3 years. The JMCS staff has persevered and provided amazing services to the students. This will be Rachel Wegner's last meeting with JMCS. Rachel has been an amazing staff member and RJ thanks her for the tremendous amount of work she has done for JMCS.

### **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: No
- E. Gil Botello: Yes

**Wednesday, August 10, 2022, 9 a.m.**

**(pending approval)**

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

**10. Request for Agenda Items**

- A. Community Schools Implementation Grant Presentation
- B. Board Meeting Attendance
- C. Approval of the 2022-2023 Education Protection Account

**11. Adjournment**

Stan Miller adjourned the meeting at 12:39 p.m.