



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

Wednesday, October 12, 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/86898852115>

Dial by your 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.

## **5. Additions to the Agenda**

## **6. Adoption of the Agenda**

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

- A. Approval of the Minutes of the Regular Board Meeting Wednesday, September 14, 2022 (Attachment 1, Page 5)
- B. Approval of Vendor Payments 8/26/22 - 9/25/22 (Attachment 2, Page 11)
- C. Approval of New and Termed Employees 9/1/22 - 9/30/22 (Attachment 3, Page 19)
- D. Shall the John Muir Charter Schools governing board approve re-authorizing remote teleconference meetings for the period of October 13, 2022 through November 9, 2022 because the Board determines at this time the meeting will be held during a proclaimed state of Emergency, and State or Local Officials have imposed or recommended measures to promote social distancing?
- E. Shall the John Muir Charter Schools Governing Board empower the CEO to move the school headquarters location if the aggregate office and moving costs are reduced from existing costs over a 5 year period? (Attachment 4, Page 21)
- F. Shall the John Muir Charter Schools Governing Board empower the CEO to contract for school file digitization services not to exceed \$70,000? (Attachment 5, Page 23)

## **8. Discussion Items**

- B. JMCS Foundation Report (Gil Botello)
- D. CEO's Report

## **9. Miscellaneous Information Items**

- A. 2022-2023 Notable Dates:
  - 1. October 17, 2022: In-Service Day #2
  - 2. June 8, 2023: CCC Statewide Graduation in Sacramento
  - 3. June 14, 2023: Rancho Cielo Graduation in Salinas
- B. Correspondence
- C. Schedule of Future Board Meetings
  - i. Wednesday, November 09, 2022, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.
  - ii. Wednesday, December 14, 2022, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.
  - iii. Wednesday, January 11, 2023, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.

**Board Attendance at Upcoming Meetings:**

	<b>11/09/2022</b>	<b>12/14/2022</b>	<b>1/11/2023</b>
<b>Stanton Miller</b>	Yes or No	Yes or No	Yes or No
<b>Michael Corbett</b>	Yes or No	Yes or No	Yes or No
<b>Sallie Wilson</b>	Yes or No	Yes or No	Yes or No
<b>Len Eckhardt</b>	Yes or No	Yes or No	Yes or No
<b>Gil Botello</b>	Yes or No	Yes or No	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.johnmuirs.com](http://www.johnmuirs.com)



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John Muir Charter Schools Office  
117 New Mohawk Rd. Suite F  
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Zoom Meeting:

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**AGENDA**

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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**

Stan Miller called the meeting to order at 9:00 am.

**2. Introductions**

JMCS Board Members in attendance: Stan Miller, Len Eckhardt, and Michael Corbett. JMCS Staff Members in attendance: CEO RJ Guess, COO Dawn McConnell, Fiscal Analyst Rachael Navarrete, Administrative Coordinator Luz Delgado, TAC Representative Michelle Kizner, and AP Analyst Tammie Wood entered the meeting at 9:37 am

**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. Order of Business**

##### **A. Elect Vice Chairman of the JMCS Governing Board**

On a motion made by Len Eckhardt and seconded by Stan Miller, Michael Corbett was reelected Vice Chairman of the JMCS Governing Board on a 3-0-2-0 vote.

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

##### **B. Elect Treasurer of the JMCS Governing Board**

On a motion made by Michael Corbett and seconded by Stan Miller, Len Eckhardt was reelected Treasurer of the JMCS Governing Board

on a 3-0-2-0 vote.

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

##### **C. Elect Secretary of the JMCS Governing Board**

On a motion made by Len Eckhardt and seconded by Michael Corbett, Sallie Wilson was reelected Secretary of the JMCS Governing Board on a 3-0-2-0 vote.

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

#### **5. Additions to the Agenda**

None.

#### **6. Adoption of the Agenda**

On a motion made by Michael Corbett and seconded by Len Eckhardt, the Approval of the Minutes of the Regular Board Meeting Wednesday, August 10, 2022, was approved on a 3-0-2-0 vote.

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

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

##### **A. Approval of the Minutes of the Regular Board Meeting Wednesday, August 10, 2022 (Attachment 1, Page 5)**

Lenn Eckhard noted a typo on Page 7 of the minutes. Luz Delgado will make the necessary corrections.

On a motion made by Michael Corbett and seconded by Len Eckhardt, the Approval of the Minutes of the Regular Board Meeting Wednesday, August 10, 2022, were approved on a 3-0-2-0 vote.  
(Ayes: Miller, Eckhardt, Corbett. Noes: None. Absent: Wilson, Botello. Abstentions: None.)

B. Approval of Vendor Payments 7/26/22 - 8/25/22 (Attachment 2, Page 11)

Stan Miller asked what the MIP Conference expense was. Rachael Navarrete responded that this was a conference for financial software. Stan also asked about the Education Recruitment Fee. RJ Guess explained that this is a finders fee for taking in a substitute teacher as full-time teaching staff.

On a motion made by Len Eckhardt and seconded by Michael Corbett, the Vendor Payments 7/26/22 - 8/25/22, were approved on a 3-0-2-0 vote.  
(Ayes: Miller, Eckhardt, Corbett. Noes: None. Absent: Wilson, Botello. Abstentions: None.)

C. Approval of New and Termed Employees 8/1/22 - 8/31/22 (Attachment 3, Page 17)

RJ Guess explained that Rachel Wegner has transitioned to an hourly as-needed role. She has been terminated as Director of Curriculum. Rachel's hourly rate will be her exiting hourly rate.

On a motion made by Len Eckhardt and seconded by Michael Corbett, the New and Termed Employees 8/1/22 - 8/31/22, were approved on a 3-0-2-0 vote.  
(Ayes: Miller, Eckhardt, Corbett. Noes: None. Absent: Wilson, Botello. Abstentions: None.)

D. Shall the John Muir Charter Schools governing board approve re-authorizing remote teleconference meetings for the period of September 15, 2022, through October 12, 2022, because the Board determines at this time the meeting will be held during a proclaimed State of Emergency, and State or Local Officials have imposed or recommended measures to promote social distancing?

The attending board agreed that the October Board Meeting should be held via Zoom. Stan Miller noted that Michael Corbett will officiate the October meeting should he not be able to attend.

On a motion made by Michael Corbett and seconded by Len Eckhardt, the October 12, 2022 meeting will be held virtually on a 3-0-2-0 vote.  
(Ayes: Miller, Eckhardt, Corbett. Noes: None. Absent: Wilson, Botello. Abstentions: None.)

E. Approval of the 2021-2022 Unaudited Actuals (Attachment 4, Page 19)

RJ Guess explained the actuals reflect the 4th interim as discussed in the previous meeting. Rachael Navarrete explained that a hybrid calculation was used to calculate a 2021-2022 ADA level which generated 1.6 million in additional funding. Generally, the LCFF comes from the state but this may come as a one time adjustment. This money will be available for future expenditures. Rachael then noted the different resources available to JMCS this year. A lot of the money came from one time funding. For example, JMCS received \$6.2 million from LCFF, Federal ESSA CFI funding granted JMCS \$189,000, Learning Loss Mediation Funding awarded \$16,000, and In-Person Instruction Grant awarded \$249,000. The ELO grant was used to hire paraprofessionals and bilingual professionals. There was a total of about \$7.3 million in spending. The ending balance was \$4.9 million. This will be the beginning balance for the 22-23 school year.

On a motion made by Len Eckhardt and seconded by Michael Corbett, the 2021-2022 Unaudited Actuals, were approved on a 3-0-2-0 vote.

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

F. Second Reading of the JMCS A-G Implementation Grant Expenditure Plan (Attachment 5, Page 31)

RJ Guess explained that there have not been any significant changes to the document since the first reading. The board is approving how the block grant will be spent for implementing A-G courses.

On a motion made by Michael Corbett, and seconded by Len Eckhardt the Second Reading of the JMCS A-G Implementation Grant Expenditure Plan, was approved on a 3-0-2-0 vote.

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

G. Proposal for a 3rd Community Schools Coordinator with Emphasis on the Central Region, Professional Development, and Independent Study Programs (Attachment 6, Page 41)

RJ Guess suggested using reserve money to hire a Central Region Community Schools Coordinator. RJ recommended spending \$475,000 over five years on the Central Region Community Schools Coordinator with an emphasis on professional development and independent study programs. RJ would also like to recommend identifying areas where staffing is needed. Additional money would also be spent on field trips for the students.

On a motion made by Len Eckhardt and seconded by Michael Corbett, the Proposal for a 3rd Community Schools Coordinator with Emphasis on the Central Region, Professional Development, and Independent Study Programs, was approved on a 3-0-2-0 vote.

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

H. Conflict of Interest Policy: Biennial Adoption (Attachment 7, Page 45)

RJ Guess explained that every other year the board is required to renew and update the Conflict of Interest Policy. After the policy has been readopted it will be uploaded into the portal. After board review, no changes will be made.

On a motion made by Michael Corbett and seconded by Len Eckhardt, the Conflict of Interest Policy: Biennial Adoption, was approved on a 3-0-2-0 vote.

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

## **8. Discussion Items**

A. TAC Report (Attachment 8, Page 47)

Michelle Kisner reported that TAC's goal is to be more present to all JMCS teachers. The members of TAC will be encouraging participation from the teachers through the monthly newsletter. TAC is also looking to recruit a new member. In the first week of October, the new member will be selected. TAC is actively surveying teachers to see where they would like to see school funding increased.

B. JMCS Foundation Report (Gil Botello)

Gil Botello was not in attendance and will be tabled for the October meeting.

### C. Update: JMCS Office Costs (Attachment 9, Page 49)

At the direction of the board, Tammie Wood and Rachael Navarrete have created a detailed analysis of new potential offices. At the current location, there is 3,383 sq ft at \$1.38 per sqft which sums up to \$4,670 a month. After a 70% reimbursement, the total drops to \$1,167. A total of 4 new properties were looked into, however, only 1 would be a possibility. It is 2,188 ft at \$1.35 per sqft. This will make rent \$2,954, after the 70% reimbursement it will drop to \$738. Moving costs will amount to \$7,000 plus another \$1,500 for tech movement. Two suites would be leased due to file storage needs. When the digitization of all student files happens the second suite can be released. This will be an action item in the October meeting.

### D. CEO's Report

RJ Guess reported that current enrollment is at 548, he noted this is 100 students more than last year. Last year's average enrollment was 370. RJ also gave a video project update. The videography team will visit Urban Conservation Corps Inland Empire, Rancho Cielo YouthBuild, Camarillo CCC, and the Ventura Training Center. The video will be focused on student stories and visit the classrooms and worksites/training centers. Exact filming dates have not been set but will be in late September and October. RJ then moved on to DASS updates. In January 2022, the USED denied the proposed amendments to California's Consolidated ESSA State Plan. As a result, in March 2022, the CA SBE approved the submission of a waiver to the USED to request the continued use of DASS schools to maintain the DASS modified methods for calculating the Academic and Graduation Rate Indicators. The waiver request was submitted to the ED on April 15, 2022. On July 27, 2022, the ED declined California's waiver request. It is unclear if this will ultimately affect JMCS funding or practices.

## 9. Miscellaneous Information Items

### A. 2022-2023 Notable Dates:

1. September 17, 2022: Conservation Corps Northbay Graduation in Petaluma
2. October 17, 2022: In-Service Day #2
3. June 8, 2023: CCC Statewide Graduation in Sacramento
4. June 14, 2023: Rancho Cielo Graduation in Salinas

### B. Correspondence

None.

### C. Schedule of Future Board Meetings

- ii. Wednesday, October 12, 2022, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 virtual
- iii. Wednesday, November 09, 2022, 9 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822 or virtual pending board approval.
- iii. Wednesday, December 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:



	<b>10/12/2022</b>	<b>11/09/2022</b>	<b>12/14/2022</b>
<b>Stanton Miller</b>	Yes	Yes	Yes
<b>Michael Corbett</b>	Yes	Yes	Yes
<b>Sallie Wilson</b>	Yes	Yes or No	Yes or No
<b>Len Eckhardt</b>	Yes	Yes	Yes
<b>Gil Botello</b>	Yes	Yes or No	Yes or No

### **10. Request for Agenda Items**

Office location, File Digitization

### **11. Adjournment**

Stan Miller adjourned the meeting at 10:17 am.