



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

Wednesday, September 11, 2019

10:00 a.m.

California Conservation Corps Headquarters
Dugans Conference Room
1719 24th Street
Sacramento, CA 95816.

Audio of this meeting will be recorded

AGENDA

- 1. Meeting Call to Order**
- 2. Introduction and Welcome**
- 3. Introduction of Participants**
- 4. Order of Business**
 - A. Elect Vice Chairman of the JMCS Governing Board
 - B. Elect Treasurer of the JMCS Governing Board
 - C. Elect Secretary of the JMCS Governing Board
- 5. 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.
- 6. Additions to the Agenda**
- 7. Adoption of the Agenda**
- 8. Action Items**
 - A. Closed Session
 - i. Personnel Matters - Public Employee Performance Evaluation: Chief Executive Officer (Gov. Code §54957)
 - ii. Report from Closed Session
 - B. Approval of the Minutes of the Regular Board Meeting Wednesday, August 14, 2019 (Attachment #1, Page 3)

- C. Approval of Vendor Payments 07/26/19 - 08/25/19 (Attachment #2, Page 7)
- D. Approval of New and Termed Employees 08/01/19 - 08/31/19 (Attachment #3, Page 13)
- F. Approval of Unaudited Actuals for JMCS 2018-2019 Budget (Attachment #4, Page 15)

9. Discussion Items

- A. JMCS Branding
- B. Policy Update: Policy #5603: Graduation Policy Regarding Ceremony Requirements (Attachment #5, Page 27)
- C. Employee Handbook Update (Attachment #6, Page 31)
- D. Meal Program Update
- E. TAC Report (Cristian Dickason) (Attachment #7, Page 85)
- F. CEO's Report (R.J. Guess)

10. Information Items

- A. Correspondence
 - i. Letter re: 2019-2020 LCAP from Scott Lay, Nevada County Superintendent of Schools (Attachment #8, Page 87)
- B. Schedule of Future Board Meetings
 - i. Wednesday October 9, 2019, 10 a.m., at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822
 - ii. Wednesday November 13, 2019, 10 a.m., at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822

11. Board Attendance at Next Meeting

- 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

12. Request for Agenda Items

13. Adjournment

This agenda was posted at least 72 hours in advance of the meeting at:

- Nevada County Superintendent of Schools, 380 Crown Point Circle, Grass Valley, CA 95945
- Sacramento Regional Conservation Corps. 6101 27th St, Sacramento, CA 95822
- JMCS Administration Office, 117 New Mohawk Road, Ste. F, Nevada City, CA 95959
- John Muir Charter Schools Website <http://www.johnmuircs.com>



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Dugans Conference Room
1719 24th Street
Sacramento, CA 95816.

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MINUTES

1. Meeting Call to Order

Stan Miller called the meeting to order at 10:11 a.m.

2. Introduction and Welcome

Stan Miller welcomed everyone.

3. Introduction of Participants

JMCS Board members in attendance: Stan Miller, Gil Botello, and Michael Corbett. JMCS staff members in attendance: CEO R.J. Guess, Fiscal Analyst Rachael Navarrete and Administrative Coordinator Kelli Foster. Others in attendance: California Conservation Corps (CCC) Director Bruce Saito, CCC Manager Corpsmember Development Unit Andrew Gordon, CCC Corpsmember Development Analyst Rachel Siska, and Mayor of San Bernardino John Valdivia. JMCS Board members not in attendance: Sallie Wilson and Len Eckhardt.

4. Order of Business

A. Elect Vice Chairman of the JMCS Governing Board

Michael Corbett was reappointed as Vice Chairman.

B. Elect Treasurer of the JMCS Governing Board

This item will carry forward to the October board meeting.

C. Elect Secretary of the JMCS Governing Board

This item will carry forward to the October board meeting.

- #### **5. 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.

Bruce Saito thanked the JMCS board and R.J. Guess for many years of support and the work that was done on legislation past and present. He gave thanks for the support of corp members throughout the state.

Andrew Gorden thanked the JMCS board for supporting the JMCS/CCC graduation event. He stated it has been a fabulous partnership which he looks to strengthen in upcoming years

R.J. Guess thanked Mayor Valdivia for joining him at the California capitol and meeting with legislative aides to promote the programs running in the San Bernardino area. R.J. said he is thankful to have him at the board meeting. Gil Botello stated that Mayor Valdivia is his new mayor and his election was historic in San Bernardino. He stated he is very engaged and wants to know what's going on on campus' in San Bernardino.

Mayor Valdivia commented he appreciates the opportunity to join the board meeting. He described the urban challenges San Bernardino faces. He spoke about opportunities to grow business in San Bernardino. He said he understands the cry of the community and is grateful for what JMCS does in the San Bernardino area.

6. Additions to the Agenda

None.

7. Adoption of the Agenda

On a motion made by Gil Botello and seconded by Michael Corbett the agenda was adopted on a 3-0-0 vote. (Ayes: Miller, Botello, Corbett. Noes: None. Absent: Eckhardt, Wilson.)

8. Action Items

A. Closed Session

- i. Personnel Matters - Public Employee Performance Evaluation: Chief Executive Officer (Gov. Code §54957)
Stan Miller moved the board into closed session at 10:45 a.m.

- ii. Report from Closed Session

The board reconvened in open session and Stan Miller stated there was nothing to report.

B. Approval of the Minutes of the Regular Board Meeting Wednesday, August 14, 2019 (Attachment #1, Page 3)

On a motion made by Gil Botello and seconded by Michael Corbett the minutes of the regular board meeting of August 14, 2019 were approved on a 3-0-0 vote. (Ayes: Miller, Botello, Corbett. Noes: None. Absent: Eckhardt, Wilson.)

C. Approval of Vendor Payments 07/26/19 - 08/25/19 (Attachment #2, Page 7)

On a motion made by Gil Botello and seconded by Michael Corbett the vendor payments of 7/26/19 - 8/25/19 were approved on a 3-0-0 vote. (Ayes: Miller, Botello, Corbett. Noes: None. Absent: Eckhardt Wilson.)

D. Approval of New and Termed Employees 08/01/19 - 08/31/19 (Attachment #3, Page 13)

On a motion made by Michael Corbett and seconded by Gil Botello, the agenda was adopted on a 3-0-0 vote. (Ayes: Miller, Botello, Corbett. Noes: None. Absent: Eckhardt, Wilson.)

F. Approval of Unaudited Actuals for JMCS 2018-2019 Budget (Attachment #4, Page 15)

Rachael Navarrete reviewed the funding and the expenses for the 2018-2019 school year. R.J. Guess said it took a lot of work from many people to make the institutional changes necessary to bring JMCS back to a healthy fund balance. He said new challenges for the school year include the implementation of the food program. Discussion occurred about how current enrollment compares to last year. On a motion made by Michael Corbett and seconded by Gil Botello, the unaudited actuals for JMCS 2018-2019 budget was adopted on a 3-0-0 vote. (Ayes: Miller, Botello, Corbett. Noes: None. Absent: Eckhardt, Wilson.)

9. Discussion Items

A. JMCS Branding

This is a standing agenda item. R.J. Guess said that the board has discussed branding at graduations and how JMCS is branded to students at each site so that the students know they are a student of JMCS rather than a student of the client agency. He described some of the methods currently in use to reinforce the school name. Discussion included the importance of taglines. Stan Miller spoke about the importance of having a tagline that informs the public about what JMCS does, rather than just being an inspirational message. Michael Corbett commented that the public needs to know the scope of the program, that it's not just a localized program.

B. Policy Update: Policy #5603: Graduation Policy Regarding Ceremony Requirements (Attachment #5, Page 27)

R.J. Guess said this policy came up within the discussion of branding at graduation ceremonies. This policy is the combination of three prior policies regarding ceremonies. He reviewed the draft policy. R.J. spoke about regional graduation events and how the economy of scale will provide for a better ceremony for the students. He commended the CCC for the excellent way they recognize and work with the schools serving the CCC.

C. Employee Handbook Update (Attachment #6, Page 31)

No discussion. This item will be back next month for approval.

D. Meal Program Update

R.J. Guess stated that September 21st will be the first day of meals. He said the residential CCC sites and the Rancho Cielo school site will not participate as they feed students on their own. He reported a shelf stable meal costs \$3.05 each. That includes milk and if he finds that the students don't drink the milk, it will be discontinued. He spoke about the difficulty of finding a food supplier that provides the shelf stable meals as the vendors have been overwhelmed with requests from schools who now have to serve lunches.

E. Teacher Advisory Committee (TAC) Report (Cristina Dickason) (Attachment #7, Page 85)

Cristina Dickason reviewed the TAC report. She reported that teachers appreciate the salary increase that was effective at the beginning of the school year. She spoke about how teachers recruit students during the time they are off during the summer. Discussion occurred regarding how teachers share information about recruiting methods. Cristina said that the teaching staff is excited for the upcoming in-service and how the event builds morale within the staff.

F. CEO's Report (R.J. Guess)

R.J. Guess spoke about AB 1505 which was passed in the senate. Despite the advocacy, the California Charter Schools Association did not support the one word change that JMCS was pushing for. He stated that a line may be added to the bill that will protect schools serving the CCC but he is not sure even that will protect JMCS from litigation. He then reported on the

visit to the capitol with May Valdivia and the legislative aides that they met with. R.J. stated that he promoted his belief that educating students should be a non partisan issue and that our goal is to put students in the workforce. Stan Miller asked R.J. about opening a school site in Nevada County. R.J. said he has met with the director of the One-Stop Business & Career Center in Nevada County with the purpose of serving the young people in the same county as our charter authorizer. He then spoke about the changes in leadership at San Francisco Local Conservation Corps (SFCC) and Sacramento Regional Conservation Corps (SRCC).

10. Information Items

A. Correspondence

- i. Letter re: 2019-2020 Local Control Accountability Plan (LCAP) from Scott Lay, Nevada County Superintendent of Schools (NCSOS)(Attachment #8, Page 87)

R.J. reported that the letter from NCSOS regarding the JMCS LCAP is the standard response letter the county office sends when we submit the LCAP. Stan Miller announced correspondence regarding the SRCC fundraiser Breakfast on the River and encouraged board members to attend. Stan and R.J. plan on attending.

B. Schedule of Future Board Meetings

- i. Wednesday October 9, 2019, 10 a.m., at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822
- ii. Wednesday November 13, 2019, 10 a.m., at Sacramento Regional Conservation Corps, 6101 27th Street, Sacramento, CA 95822

11. Board Attendance at Next Meeting

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

12. Request for Agenda Items

Aaron Scholl, JMCS Community Resource Coordinator will present a report.

13. Adjournment

Stan Miller adjourned the meeting at 11:46 a.m.