

**Community Collaborative Virtual School  
Regular Meeting of the Board of Directors  
Agenda**

**Thursday, April 11, 2019  
Regular Meeting Begins at 8:00 a.m.**



**Agenda – Phone-In Meeting**

**Call In Number: 563-999-2090 Access Code: 576958**

100 East San Marcos Blvd., Suite 350, San Marcos, CA 92069  
1185 Calle Dulce, Chula Vista, CA 91910 619-417-7730  
39251 Camino Las Hoyas, Indio, CA 92203 619-733-8615  
16222 Quail Rock Road, Ramona, CA 92065 760-300-5966  
1160 Cuyamaca Avenue, Chula Vista, CA 91911 619-933-6176  
277 Boyd Road, Pleasant Hill, CA 94523 619-871-1771

**MISSION STATEMENT**

Our mission is to honor students and stakeholders by providing ongoing support and servant leadership in a professional, cohesive, and collaborative manner. We will strengthen programs through collaboration, innovation, communication, and the sharing of resources.

**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Community Collaborative Virtual School at 760-494-9646.

**1. CALL TO ORDER AND ROLL CALL**

Time \_\_\_\_\_ a.m.

1.1. Roll Call

William Hall	President
Michael Humphrey	Vice President
Susan Houle	Clerk

Steve Fraire Member  
David Franklin Member

Action **2. APPROVE/ADOPT AGENDA**  
It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of April 11, 2019.

Roll Call Vote:  
William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**3. PUBLIC COMMENT – CLOSED SESSION**  
The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board’s jurisdiction under section 8.0 Public Comments at Board Meetings.

**4. ADJOURN TO CLOSED SESSION**  
The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

**5. CLOSED SESSION**  
The Board will consider and may act on any of the following items in closed session; any action taken in closed session will be reported in open session as required by law.

- A. Personnel Matters (as per Government Code 54957)
- B. Legal Matters (as per Government Code section 54956)

**6. RECONVENE REGULAR MEETING**

**7. PLEDGE OF ALLEGIANCE** Led by \_\_\_\_\_

**8. PUBLIC COMMENTS/RECOGNITION/REPORTS**  
Please submit a Request to Speak to the Board of Directors card located on the exhibit table for any agendized or non-agendized items to the Executive Director, prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have

questions for the Board, please provide the Board President with a written copy and an administrator will provide answers at a later date.

Discussion

**9. CORRESPONDENCE/PROPOSALS/REPORTS**

**9.1. Program Update**

**9.2. Board Meeting Calendar 2019-2020 – First Reading**

**9.3. LCAP California Pacific Charter School – Annual Review 2018-2019**

**9.4. LCAP Sage Oak Charter School – Annual Review 2018-2019**

**9.5. LCAP CCV – Keppel Partnership Academy – Annual Review 2018-2019**

**10. CONSENT AGENDA**

**10.1. Minutes of the Regular Board Meeting that was held on March 7, 2019**

**10.2. Check Register: March 1 - 31, 2019 - CPCS**

**10.3. Check Register: March 1 - 31, 2019 - CCV-Sage Oak Charter**

**10.4. Check Register: March 1 - 31, 2019 - CCV-Keppel Partnership**

**10.5. Contract – CliftonLarsonAllen LLP -Annual Auditor – Community Collaborative Virtual School – Keppel Partnership Academy**

**10.6. Contract – CliftonLarsonAllen LLP -Annual Auditor – California Pacific Charter School**

**10.7. Contract – CliftonLarsonAllen LLP -Annual Auditor – Sage Oak Charter**

**10.8. Agreement for Legal Services - Young, Minney & Corr, LLP (YM&C)**

**10.9. Engagement Agreement for Legal Services – Paul, Plevin, Sullivan & Connaughton, LLP (SPSC)**

**10.10. Board Evaluation**

**10.11. CEO Evaluation**

**10.12. Sage Oak – Policy for Attendance, Student Support, and Involuntary Removal**

**10.13. Calendars 2019-2020 – Track A, Track B, Track C, and Track D**

**10.14. Approval of Certificated Personnel Report**

**10.15. Approval of Classified Personnel Report**

**10.16. Job Descriptions: Guidance and Intake Manager, All Excel Academy 2019-2020**

**10.17. 2019-2020 Salary Schedules – Excel Academy and CalPac**

Action  
Enclosure

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

## **11. BUSINESS/FINANCIAL SERVICES**

### **11.1. Approval of ParentSquare - CalPac**

Action  
Enclosure

It is recommended the Board approve ParentSquare – CaPac for the 2019-2020 school year. ParentSquare allows the school and staff members seamless contact with parents and students. Services include emergency notification, mass messages (voice & text), and newsletters.

#### Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

### **11.2. Approval of Gale Cengage Learning - CalPac**

Action  
Enclosure

It is recommended the Board approve Gale Cengage Learning subscription 6/27/19 to 6/26/2020. Gale Cengage Learning provides a subscription-based service that gives students access to scholarly resources for academic research, reading, and writing. Teachers use the resources to provide enriched discussion and project-based learning.

#### Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

### **11.3. Approval of AVID Sacramento Trip - CalPac**

Action  
Enclosure

It is recommended the Board approve the AVID Sacramento Trip. Students in the AVID elective class will take a trip to Sacramento on May 9<sup>th</sup> to include a tour of the Capitol building and a college visit to CSU Sacramento.

#### Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire

David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

Action  
Enclosure

**11.4. Approval of Kajeet Quote for Wireless Hotspots - CalPac**

It is recommended the Board approve the Kajeet quote for wireless hotspots. Kajeet is a wireless service vendor for wireless hotspots. Their system tracks data usage, allowing us to block access to websites unrelated to education. We can share and restrict data as needed and provide hotspots to students who do not have internet access to ensure every student has full access to their materials and coursework.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

Action  
Enclosure

**11.5. Approval of AVID Summer Institute Training - CalPac**

It is recommended the Board approve the AVID Summer Institute Training. AVID Summer Institute provides some of the best training for teachers in effective teaching strategies. The request to send six (6) teachers to the training also promotes the AVID Schoolwide Initiative, as well as promoting College and Career Readiness for all students.

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

Action  
Enclosure

**11.6. Approval of Runjob Proposal for Asset Management Software**

It is recommended the Board approve the Runjob Proposal Asset Management Software. Currently, we have over 150 computers between CalPac, Excel and the San Marcos office, as well as headsets, mice and power cords to go with each computer. This technology is often moved from one location to another, as well as checked out by individual teachers for testing purposes. To ensure that our assets are inventoried and accounted for at all times, we have applied "asset tags" (which contain a unique bar code) to every piece of hardware.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**11.7. Approval of Prom – Sage Oak**

Action  
Enclosure

It is recommended the Board approve the Prom Policy and related expenses. Sage Oak student council members and advisors would like to host a prom for Sage Oak High School students. The prom will be held in the spring at a rented community center.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**11.8. Approval of the Fringe Benefit Consortium 403(B) / 457(B) Programs**

Action  
Enclosure

It is recommended the Board approve the Fringe Benefit Consortium 403 (B) / 457 (B) programs offered through San Diego County and Riverside County Offices of Education for the purpose of retirement.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**11.9. Approval of OPS Contract – Excel Academy**

It is recommended the Board approve the OPS Contract for Excel Academy for tracking and reporting service vendor purchase orders and payments.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

Action  
Enclosure

**11.10. Approval of Resolution Authorizing Termination of Factoring Agreement with Charter Asset Management (CAM)**

It is recommended the Board approve the Resolution Authorizing Termination of Factoring Agreement with the Charter Asset Management Fund (CAM). A procedural change has been initiated on how the method of delivery of revenue from the Los Angeles County of Education for Community Collaborative Charter School and Community Collaborative Virtual - Keppel Partnership Academy. Since the schools have reached a point of stability, CAMS will no longer be serving as the "interceptor," with fewer internal procedural steps and no delay in receiving our monthly funds.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**12. CALENDAR**

The next scheduled meeting will be virtual on May 9, 2019.

**13. BOARD COMMENTS**

**14. CEO COMMENTS**

**15. ADJOURNMENT**

Action

The Regular meeting of the Board of Directors adjourned at \_\_\_\_\_ a.m.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire

David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

FOR MORE INFORMATION

For more information concerning this agenda, please contact  
Community Collaborative Virtual School  
Telephone, 760-494-9646