

AGENDA

Method Schools Regular Meeting of the Board of Directors

Tuesday, November 16, 2021, 6:00 PM

24620 Jefferson Ave, Murrieta, California

https://methodschools.zoom.us/webinar/register/WN_zW5VySZXTqu9XneseVTI2A

Instructions for Presentations to the Board by Parents and Citizens

Method Schools ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

Agendas and "Submit a Public Comment" forms are available via the link on our website on the Board Page. If you wish to speak, please fill out the form and specify the agenda item on which you wish to speak. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.

Public Communication on Non-Agenda Issues: This is an opportunity for members of the audience to raise issues that are not specifically on the agenda. You will be given an opportunity to speak for a maximum of three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Non-English speakers requiring translation are allotted a maximum of six (6) minutes. Due to public meeting laws, the Board can only listen to your issue and not respond or take action. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item

Agenda items: To address the Board on agenda items, please specify the item on which you wish to speak on your "Public Comment". You will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.

3. **Public Records:** Any public records relating to an agenda item for an open session of the Board that are distributed to the Board members shall be available for public inspection at the School office. Minutes of each Board meeting will also be available at the School office.

Americans with Disabilities Act (ADA): Upon request, the School will furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate assistance in order to participate in Board meetings are invited to contact Method Board Secretary Gloria Vargas at gvargas@methodschools.org by noon of the business day preceding the board meeting.

Translation services: Translation services are available by notifying the above school office by noon of the business day preceding the board meeting.

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1.0 Call to Order: Jessica Spallino, CEO called Board Meeting to order at 6:05 P.M.

2.0 Roll Call

Present: Carolyn Andrews, Tyler Roberts, Steven Dorsey, Shannon Clark, Gloria Vargas

Absent: None

Method Staff: Jade Fernandez, Tracy Robertson, Stefanie Bryant, Jana Sosnowski, Jessica Spallino, Mark Holley, Method Representative- Cory Cavanah

3.0 Public Communication on Non-Agenda Items

- None

4.0 Reports

- **CEO:**

- **Dehesa Oversight 2020-21:** Jessica Spallino: They delivered their notes from last year's oversight process and listed items they feel are still outstanding, and have started the 2021-22 year process. There are some areas where they're not satisfied with what we've delivered. First is "the school continues to have difficulty in engaging parents in governance and school decision-making". We feel like they are actually highly involved, we survey them at least 4 times a year, and they are part of the LCAP process. There are a lot of other ways to demonstrate parent involvement rather than just a committee. Next one is "current board composition is inconsistent with the bylaws and approved charter". We feel our current board does represent what we say it will. They're asking for a written plan and that we may consider filling the next vacancy with a parent. They suggest that board members are in-state, but it is not a requirement. We feel satisfied with our board but it is something they just keep pushing. We'll enhance our narrative as far as what each board member brings. Maybe next year we rotate positions or add on one or two more seats. We can draft a report on our end and bring it to the next board meeting, which will meet this deadline.
- Question: Shannon Clark: From my perspective, that works. Would they be satisfied if there was a parent on the board?
- Jessica: That seems to be something they are suggesting. We don't have to do this now, but it could be in the plan for next year.
- Gloria Vargas: One of the school boards I had been a part of when my kids were growing up had a revolving seat, a group of 3-4 parents so not only one parent was responsible for it. That parent could come in and out of the board meetings and could bring something up if the parents had an issue. We may want to look at something like that.
- Jessica: That is definitely a possibility. Their insistence of having a parent on the board, I don't know if we really feel it is necessary as a group.
- Question: Carolyn Andrews: When you look at other charter schools in Southern California, are there parents on the board usually?
- Jessica: In some cases, but I don't think across the board.
- Steven Dorsey: Having that voice of a current parent would always be a good thing just to get that perspective. Parent involvement is good.
- Question: Shannon: Have we had any parents that have expressed interest in being part of a parent advisory board or on the board?
- Jessica: Out of the blue, no.
- Mark Holley: The end game here is parental involvement. The things we do day-in and day-out are probably going to do more for parent involvement. Overall, if we can show parents are more involved here than what they're used to seeing, I think that's going to be the end game.

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- Shannon: A parent being involved doesn't necessarily mean we will get more parental engagement.
- Jessica: We can get something drafted and bring it to the next meeting. Number 6- "whether all board members attended annual brown act training". We have all board members attending by the end of the year.
- Question: Shannon: Will you be able to obtain proof that we attended, on your end?
- Tracy Robertson: I'll follow up, as they were supposed to send something to us. Yes, we can compile that.
- Jessica: Number 8- "there's no evidence of efforts to solicit input on Method's governance and operations from the community served". We're working on an enhanced narrative for this, to reflect what we actually do. Number 10- these are policies we will be presenting that are updated to include updated ed codes. Number 12- since we're a virtual school they want our safety and evacuation plan updated, so we're going to go ahead and do that. Number 15- we'll be sure our board policies are accurate and clean. Number 16- The complaint policy- we've updated that. Number 17- Everybody is TB tested as of last week. Number 20- they're still saying they didn't see these pieces. Jana is putting together a file that has all of the elements. We'll be back next month with an update on a couple of those. We have our all-hands meeting on December 16th, so we'll share the staff survey results and academic data on our December 14th board meeting. The December 14th meeting will be at the Method site.

• CBO

- **Marketing Update:** Mark: We grew very fast during COVID, then we plateaued. Districts have developed a lot of their own online programs. A lot of students have gone back to their traditional districts. We're down quite a bit to what we were at a year ago. We're up about 25% over the last 60 days. We're dialing in our customer experience (students and parents). In the past, we weren't really able to reach a net promoter score of 50, and we're at 67 now. We're focusing on continuing to update our enrollment process. We continue to try to drive more traffic to our site. One of the focus areas has been content, our goal is to become a K-12 information hub. I want to share a couple of resources. The links show examples of content we've put out to help, such as "How to Homeschool", "Proven Best Practices in K-12 Online Learning", "What to Expect from Online School with Method", and "Turning to Online Learning". Finally, our blog tends to bring a lot of traffic. It not only helps bring in enrollments, prospective parents, but it also helps current parents and students. This student-first environment has continued to bring in positive reviews.
- Question: Tyler Roberts: Do you have a lead nurture program to follow up with people that don't convert right now?
- Mark: We've been using HubSpot and have automation that when someone fills out a form, if they don't take action for a few days, we have emails that go out and it is pretty personalized.
- Question: Tyler: Are you able to tie in NPS (Net Promoter Score) to specific students/families?
- Mark: We tend to get higher NPS scores the longer students are with us. Duration with us is the key to satisfaction and academic achievement.
- Question: Tyler: Reviews for Method are very good, but there aren't many of them. Is asking for net promoters to review, something we've considered?
- Mark: Yelp is where we're getting most reviews. We're trying to push more for Google, Facebook, and Trustpilot. At the end of the net promoter survey, we ask if they mind sharing this online. Some of our event staff have really tried to get families to review us on Yelp.
- Tyler: I would suggest not to shy away from Yelp, as it typically comes up number

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one. I love that Method is mobile-optimized.

- Mark: Right now we're at about 35% mobile, which is high for a school. Students actually accessing the content via mobile has been huge for us as well.

- **CAO/Director of Student Services**

- **Student Highlights:** Jana Sosnowski: We are in our third week of iReady. We're looking at about 99% participation in our K-8 students. We have just under 40% of our K-8 students in reading that have already met their growth for the year. For Math, we have just over 30% that have met their projected growth. At the high school level, we transitioned them from iReady to IXL. We're looking into the differences between the two tests. We're looking at a lot lower numbers in terms of students who are at grade level, as far as students that are in 9th, 10th, or 11th grade. We have 95 seniors- 8 who have already graduated, 84% are on target to graduate in June, 9% under AB104, and 7% are not on track or the parents decline the AB104 track.
- Jade Fernandez: HOPE squad members are receiving training weekly, we're up to 3 to 4 members now. More than being suicide prevention, HOPE squad is meant to help students build hope in themselves and be a beacon of hope for other students. Events- we've gone to Peltzer farms, had a beach clean up, lego science, and college tours. This is helping build camaraderie. We're having a staff get together, our holiday party, and it is going to incorporate community service with Solutions for Change. We're looking forward to another school assembly in January and have invited guest speaker/author Kwame Alexander. We're celebrating successes we've had during the first semester.
- Jana: We have an art teacher who got three art courses UC-approved. She has worked with students to build reflection pieces. At the Elementary level, K-5 students are collaborating on a virtual newspaper.

5.0 **Action: Company-wide Performance Bonus**

Discussion: Mark: This is the highest inflation any of us has ever seen, combined with the fact that we're a little under the 50th percentile on salaries across the board, based on research we did in Zenefits, in the next couple of years we're looking at a possibility of salaries twice a year rather than once a year. Regarding this bonus, hourly would get \$1,000 and salary would get 5%. We wouldn't do it for independent contractors that aren't instruction-related. This would get us closer, especially on the teacher side, to the 50th percentile. This is more of a salary adjustment rather than a bonus. We're going to try to do these more often. This is a one-off at this time.

Stefanie: We're a little low in comparison to the LA, Riverside, and San Diego areas. This bonus will help.

Mark: We're lower on teachers with less experience.

Question: Shannon: Were we benchmarking against charter schools or all schools in general?

Stefanie: It was in general.

Mark: In the past we've known we were a little lower. I think it is going to take us 2 or 3 years to get us in the higher range. Us not being at the 50th percentile is troubling to me, especially at the teacher level. Our benefits are top-notch, but we'd love to get closer to where we need to be.

Motion: Carolyn Andrews

Second: Shannon Clark

Ayes: Steven Dorsey, Gloria Vargas, Tyler Roberts, Shannon Clark, Carolyn Andrews

Noes: 0

Action: Passed

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- 6.0 Action: Revised BOA Account Signer List- Add Stefanie Bryant**
Discussion: Stefanie: We're trying to add myself as a signer to our bank account so I can get the appropriate access to do my job. It requires board approval.
Motion: Shannon Clark
Second: Gloria Vargas
Ayes: Steven Dorsey, Gloria Vargas, Tyler Roberts, Shannon Clark, Carolyn Andrews
Noes: 0
Action: Passed
- 7.0 Action: BP 3040- Investment Policy**
Discussion: Stefanie: A goal for me is to work on getting some type of investment. We want to take some of our funds that are LA money, that are currently sitting in the San Diego treasury, and separate them into an investment account. We needed a policy to give us some direction and guidelines to what we can do. The board is giving direction to CBO and CFO to be able to invest funds, taking risk into account. We need to be safe with it and it needs to be available to us.
Motion: Shannon Clark
Second: Tyler Roberts
Ayes: Steven Dorsey, Gloria Vargas, Tyler Roberts, Shannon Clark, Carolyn Andrews
Noes: 0
Action: Passed
- 8.0 Action: El Dorado Charter SELPA Agreement for Participation**
Discussion: Jessica: We are in the process of transitioning to El Dorado for our SELPAs. This portion, we've been advised to bring to the board.
Jade: It is pretty straightforward, it is just a participation agreement. This is for next school year.
Motion: Tyler Roberts
Second: Gloria Vargas
Ayes: Steven Dorsey, Gloria Vargas, Tyler Roberts, Shannon Clark, Carolyn Andrews
Noes: 0
Action: Passed
- 9.0 Action: Revised Complaint Policy**
Discussion: Jessica: They wanted us to update the following two policies with some specific language and/or ed codes.
Tracy: We had just updated this in June. All we added was some board involvement, where the complainant could appeal to the board.
Motion: Shannon Clark
Second: Carolyn Andrews
Ayes: Steven Dorsey, Gloria Vargas, Tyler Roberts, Shannon Clark, Carolyn Andrews
Noes: 0
Action: Passed
- 10.0 Action: Revised Suspension Expulsion Policy**
Discussion: Jessica: This is per requested modifications per Dehesa.
Tracy: This was revised and approved in June of this year. All we've added is in regard to suspensions of 10 days or more and 10 days or less, and noting that we cannot involuntarily remove a student without following proper measures.
Motion: Shannon Clark
Second: Gloria Vargas

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Ayes: Steve Dorsey, Gloria Vargas, Tyler Roberts, Shannon Clark, Carolyn Andrews
Noes: 0
Action: Passed

11.0 Consent Items: All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board's votes on them.

- **Approval of September 21, 2021 Meeting Minutes**
- **Check Register**
 - Motion: Shannon Clark
 - Second: Tyler Roberts
 - Ayes: Steve Dorsey, Gloria Vargas, Tyler Roberts, Shannon Clark, Carolyn Andrews
 - Noes: 0
 - Action: Passed

12.0 Information/ Discussion Items:

- **Acton-Agua Dulce Unaudited Actuals Analysis**
 - Stefanie: This is similar to the unaudited financial statement review Cory went through last month, they summarize some of our revenues and expenses, they speak to our fund balances and our reserves, and give us some direction for what we need to do with our first interim reports.
- **Education Effectiveness Funds Block Grant 2021**
 - Stefanie: This is funding the state of California has this year for professional development. Your PD (professional development) plan must fall within the 10 allowable uses. We are going to accept those funds. Most of our PD plan meets the first 3 uses. Method is getting about \$71,000 in funding and Method LA is getting about \$65,000. We have though 2025-26 to spend it, so we'll spread it out. The board will need to approve this plan in the December meeting.

13.0 Upcoming Agenda Items

- **Action Item: Education Effectiveness Block Grant 2021**
- **Report on Board Member Positions**
- **Update on Dehesa Oversight 2020-21 Items**
- **Staff Survey Results and Academic Data**

14.0 Board Member Reports:

Question: Shannon: In the Brown Act training and board member training, they talked a lot about remote/virtual board meetings, and the requirement of posting publicly and making the locations accessible from an ADA perspective. Are we exempt from that as a virtual school?

Mark: We're not exempt from it. Right now we're still okay to do it this way due to COVID restrictions. After this school year, we will need to revisit this. In-person meetings mean having a central meeting point with Zoom access for those that cannot make it in.

Cory Cavanah: They just extended the ability to do virtual meetings until perpetuity. At each

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meeting we have to give a debriefing as to why we're still meeting virtually. I'll send this information to you.

Jessica: We'll include it in the organizational discussion at the end of this year. We're covered for the rest of this year.

15.0 Action: Motion to Adjourn the Meeting

Jessica Spallino, CEO and Steven Dorsey, Board President motioned to adjourn meeting at 7:33 P.M.

Board Meeting Recording Link: https://methodschoools.zoom.us/rec/share/j_UgjEgjS9lg0MKQE2p-mT0gDHG5gPd08EqIbZ9CXsz0sha-FUV00PANpCjEogOn.oKWvUQJ6zo8kgsJq