

AGENDA

Method Schools Regular Meeting of the Board of Directors

Tuesday, March 7, 2023, 6:00 PM

38750 Sky Canyon Dr, Ste. B, Murrieta, California

<https://methodschools.zoom.us/j/9807801621?pwd=MVl3bjQ5YmJzN08wOHhlTUVTdndGUT09>

Meeting ID: 980 780 1621

Passcode: 24620

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:** Board President Carolyn Andrews called Board Meeting to order at 6:01 P.M.

Jessica Spallino: We would like to request to add “Dehesa SPED MOU” action item to the agenda, after action number 8.0. It will become action item number 9.0, and everything after that will be moved down.

Motion: Shannon Clark

Second: Steven Dorsey

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

Noes: 0

Action: Passed

2.0 **Roll Call**

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

Absent: None

Method Staff: Stefanie Bryant, Tracy Robertson, Jessica Spallino, Mark Holley, Jade Fernandez, Sarah Delawder, Tanaya Burnham, Yvette Rios, Method Representative - Cory Cavanah

3.0 **Public Communication on Non-Agenda Items**

- None

4.0 **Reports**

- **CEO:**

- **End of Semester OKR Update**

- **Jessica Spallino:** Current enrollment is 616, summer school enrollment opened on February 6th. iReady and iXL diagnostic assessments just closed diagnostic number 2 on 1/9/23. CAASPP Testing Window- 4/3/23 - 5/8/23. Events- grad night is coming and we're having a high school prom. Curriculum- we're beta testing ELA 6B and ELA 8B. The objectives for the year are under Academic Growth, Student Engagement, and Customer Experience. Key Results for the Academic Growth objective: The goal for iReady was 96% participation rate, and we landed at 94% ELA and 92% Math. For the goal of 55% of students performing at grade level, K-8 was 32.5%, high school-ELA 39% at grade level, 17% above grade level, and high school-math 0% at grade level, 6% above grade level. The test is at a higher level than the course that most high school student take, so we're looking at rectifying that. 29.5% of iReady benchmarks are proficient- this is the average for K-8 Reading and Math. For the goal of 96% iXL participation rate- we got 87% in ELA and 83% in Math. The numbers are going in the right direction.
- **Question: Shannon Clark:** Is this based on where the benchmark should be at the end of this year, or at this point of this year?
- **Jessica Spallino:** At this point of this year. Key Results for the Student Engagement objective: Instructional Funds Implementation- we have 88 unique instructional requests. Curriculum Refinements- we're building differentiation and choice in all of our courses. CBL and Deeper Learning Enhancements- we're shifting from multiple choice to open response. Enhanced Teacher Support- all staff are required to participate in developmental coaching. Refined Teacher Training- there's a variety of CBL training that continues to take place. Key Results for the Customer Experience objective: Enrollment- we've done a good job improving in

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informing the families regarding what they're coming into, and a lot of the enrollment process workflows have been enhanced. Enhancing Parent Events & Trainings by County- the events impact where we get enrollments, and our goal is to hit all counties. LA County is a big one to focus on. ASB is a great addition to our program. Enhance Teach Squad and Pod Connection by County- we previously assigned events to teachers, but now we assign them to the Student Success Managers. SmartFox Enhancements (IF and PM)- we have implemented the Instructional Funds. We're looking to potentially integrate a project management system into SmartFox.

- **Jade Fernandez:** For our department-wide objectives we have Academic Objectives- our live attendance average is 91.9%, we're refining tiered reengagement procedures, and we have a lot more opportunities for community involvement.
- **Sarah DeLawder:** Curriculum Objectives: 1) Shift to Competency-Based Learning, 2) we're building our CTE program out, 3) Student Academic Growth- we're focusing on improving CAASPP scores.
- **Stefanie Bryant:** Finance Objectives: 1) Managing the Per Pupil Expenditures, 2) Managing and Budgeting the LCFF Revenue Growth- we're on track to get 880 ADA for the year, 3) Meet Continued Compliance- we had a clean audit and our attendance data is kept up to date and accurate. Looking ahead at the 23-24 school year, the Governor's Budget is looking at about an 8% COLA.
- **Tanaya Burnham:** In the semester one iReady/iXL overview, Grades K-5 and 6-8 exceeded their growth. For grades 9-11, Tracy Washington, our Interim High School Director, has some great ideas on improving student investment in the diagnostics.
- **Jessica Spallino:** We do staff surveys, and plan action items based on the results, and Jade does some for the students and parents. For quarter three, I am doing one-on-ones with staff that have been identified, and will get feedback that way.
- **Question: Steven Dorsey:** Have we done something like this regarding the student data, for the students? Asking, "what's your experience taking our tests"?
- **Sarah Delawder:** We have done something like this for courses and we've gotten very positive feedback.
- **Steven Dorsey:** If we want higher participation, let's ask them what it would take to get their participation, or what's preventing them.
- **Question: Gloria Vargas:** I saw where it stated the parent survey was 93% positive, what were the others saying it wasn't positive?
- **Jade Fernandez:** Most of the feedback was that they want to be more involved in the events, but they aren't convenient or local to them. They love their teachers, and Method.
- **CBO:**
 - **Mark Holley:** We've been redesigning our website. We will have more marketing information next time.
- **Senior Director of Schools:** None

5.0 Action: 2023-24 Academic Calendar

Discussion: Jade Fernandez: There are not many changes other than starting the school year on the 3rd of July rather than the 1st of July due to the weekend.

Motion: Steven Dorsey

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Second: Gloria Vargas

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

Noes: 0

Action: Passed

6.0 **Action: Second Interim Reports**

Discussion: Cory Cavanah: There is not a lot of change from the 1st Interim to the 2nd Interim. The ADA is actually 465 for San Diego and 417 for LA. Our total revenue for San Diego and LA went down a combined \$400,000. This is due to clawing back some of the one-time revenue we had. Method LA is in a funding determination this year, so we want to take as much one-time revenue off the book and defer it to next year. Expenditures came down almost \$800,000 for San Diego, and \$200,000 for LA. We're up in our overall ending fund balances by about \$700,000 between the two schools. Nothing really got cut, no staffing got cut, it's more of a built-in surplus there. The COLA is going to come in again around 8%-9%. No cash flow shortages. We're expected to come in around \$900,000 in the black, in total between both schools. Going back to the 1st COVID year of 19-20, the hold harmless held us at a much higher ADA than we should have received. They kept that through the next fiscal year. That ended up being close to \$10 million that Method received. We sent letters to the CDE, county offices, and our authorizers to let them know how it is affecting us.

Mark Holley: We'll have to come up with a long-term plan together as to how the funding will be allocated.

Motion: Shannon Clark

Second: Gloria Vargas

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

Noes: 0

Action: Passed

7.0 **Action: 2022-23 Auditor Contract Award**

Discussion: Stefanie Bryant: This is also known as the engagement letter. Each year we have to approve the contract for audit services. We chose to give Clifton Allen Larson another year to work on our audit.

Motion: Gloria Vargas

Second: Steven Dorsey

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

Noes: 0

Action: Passed

8.0 **Action: Updates to 3010 Fiscal Policy**

Discussion: Stefanie Bryant: We have some old, stale-dated checks that we need to write off of our books. We're going to follow the unclaimed property laws in California that basically says a pay has four years to collect on their payments, and if we've made some attempts to reissue and contact them and they have not come back and asked for their funds, then we can write those checks off, once they are beyond four years old. The orange text is the only change.

Question: Shannon Clark: Are we exempt from having to escheat unclaimed property to the state?

Cory Cavanah: I'm not sure, we can find out.

Shannon Clark: I'd like to defer this to clarify. Every state requires that if you have unclaimed property, you escheat that to the state. Escheatment means instead of writing it off of our books, you are giving this money to the state, and they hold it.

Stefanie Bryant: We'll look into this, and put it back on the June meeting for approval.

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9.0 **Action: Dehesa SPED MOU**

Discussion: Jessica Spallino: We have MOUs with both authorizers, they are our annual contracts with them. This one needed to be updated, to reflect our new SELPA for special education. We are now working with the El Dorado SELPA, no longer with East County SELPA.

Motion: Shannon Clark

Second: Gloria Vargas

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

Noes: 0

Action: Passed

10.0 **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 December 13, 2022 Meeting Minutes**

- **December 2022 - February 2023 Check Register**

Motion: Steven Dorsey

Second: Tyler Roberts

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

Noes: 0

Action: Passed

11.0 **Information/ Discussion Items:**

- **Public LCAP Hearing**

- **Jade Fernandez:** This will be voted on in the June Meeting. We went over all of our goals through the OKR Reports. Goal 1) Increase our academic achievement, Goal 2) Further develop the offering of wraparound services, counseling, CTE, mental health, Goal 3) Further develop staff to better support families through expanding professional development: in-house induction program, coaching, and evaluation cycles.

- **Question: Jessica Spallino:** What's the next meeting date?

- **Tracy Robertson:** June 15th, on graduation day. We decided to cancel the May meeting because we initially planned to do the LCAP May-June, but since it's taken care of early, we're doing it now, and June for the approval.

- **Question: Shannon Clark:** Is there a chance that we can have a report on academic achievement, prior to June?

- **Jessica Spallino:** Yes, Tanaya can have that ready for mid-April.

- **Stefanie Bryant:** The budget parent overview gives us these graphics on where our revenues are at, how much they are. It also breaks out our total budget vs. our LCAP budget.

12.0 **Upcoming Agenda Items**

- **June 2023 Meeting Action Item: LCAP**

- **June 2023 Meeting CBO Report: Marketing Update**

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- **June 2023 Meeting Action Item: Founder Contracts and Founder Evaluations**
- **June 2023 Meeting: 23-24 Adopted Budgets**
- **June 2023 Meeting Action Item: Updates to 3010 Fiscal Policy - Second Reading**

13.0 Board Member Reports:

- Shannon Clark: I received an email from a vendor asking if we'd like to engage their services. Who would you like me to copy on things like that?
- Jessica Spallino: You can ignore it, they know where to go. Moving forward on the in-person requirement, are there any questions or concerns?
- Cory Cavanah: There just needs to be a three-person quorum in-person.

14.0 Action: Motion to Adjourn the Meeting

Method CEO/Co-Founder Jessica Spallino motioned to adjourn the meeting at 7:17 P.M.

Board Meeting Recording Link:

https://methodschools.zoom.us/rec/share/OWVPAEyhqbP_6bzJj8cVcRsiQcksyiNkzyOSVLJC_khRbttHwDI_VB4np_JcByuud.jbRY0iCshAb0Mtbx