

# AGENDA

Method Schools Regular Meeting of the Board of Directors

**Thursday, June 15, 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](mailto: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 6:00 P.M.

**2.0 Roll Call**

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

**Absent:** None

**Method Staff:** Tracy Robertson, Jessica Spallino, Mark Holley, Jade Fernandez, Sarah Delawder, Yvette Rios, Stefanie Bryant

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

- None

**4.0 Closed Session: Personnel Exception**

Time Started: 6:02 P.M.

Time Ended: 6:30 P.M.

Board was informed of the closed session item: Personnel Exception.

**5.0 Open Session**

**6.0 Reports**

- **CEO:**
  - **EOY Update**
    - Jessica Spallino: We're finishing up our oversight process with Dehesa and Acton. We'll be hearing more from them in August. We'll have new OKRs to share and end of year data at the next meeting.
- **CBO:**
  - **Marketing Update**
    - Mark Holley: We focus on the product and making it referrable. Students aren't assigned to us. We get a lot of website traffic. We've gotten back up to the biggest numbers we've had, with the exception of COVID year.
    - Question: Shannon Clark: What's our split of ADA between K-8 vs. high school?
    - Jade Fernandez: Half of our students are in K-8 and the other half are high school.
    - Mark Holley: The website for the Dehesa Method Sports Academy (DMSA) is up and it will hopefully attract students.
    - Question: Steven Dorsey: What's the focus?
    - Mark Holley: We'd like to do a little bit of extreme sports, and a lot of the middle school travel ball.
    - Question: Shannon Clark: Have you looked at any partnerships with BMX?
    - Mark Holley: We do get some BMX students. It's not a huge market.
    - Shannon Clark: How do we plan to balance the cases where parents want their kids to fail so they can be held back?
    - Jessica Spallino: We've got a policy in place, we've lost a lot of good student athletes because we won't retain them. They go through a process and ultimately it comes to you, the board.
    - Question: Steven Dorsey: Is the expectation that the kids will go to the DMSA campus?
    - Mark Holley: Yes. DMSA is for students who want to be on campus and do the academic and athletic training Monday - Thursday. Student athletes have always been our biggest growth area.
  - **Senior Director of Schools:**
    - **CA Dashboard Local Indicators**

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- Jade Fernandez: 1) Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional Schools Facilities - we have nothing to report here, we are all good in this area.
- Sarah Delawder: 2) Implementation of State Academic Standards - for supporting the staff in being able to understand the standards that are being implemented, we're doing professional development with staff, and across the board we are NGSS compliant.
- Jade Fernandez: 3) Parental Involvement and Family Engagement - This local indicator has to do with how much we're involving parents and engaging families. We're doing well. We expanded our PAC membership from 2 to 4, and a huge increase in attendance in school activities and field trips. We're going to make sure we're supporting everyone in their transition to CBL (Competency Based Learning). 4) School Climate- we do really well with making sure our staff is supported. 94% of parents are extremely satisfied. 5) Access to a Broad Course of Study- we're expanding our course catalog, technology resources are getting better, and accessibility tools.
- Question: Shannon Clark: Do we have any numbers of how many graduating seniors are college-bound?
- Jade Fernandez: I can get that for you.
- **Student Highlights**
  - Jade Fernandez: We're done with our CASSP window, we hit 95% participation. Prom was May the 4th, we had a field day, and had graduation.
- **Director of Curriculum**
  - **SmartFox V2 Launch**
    - Sarah Delawder: We're using the philosophy of skills based learning as a framework. Our objectives are not only to improve academics but attendance. Teachers are working on mastery and feedback. Our goal is to create an equitable learning environment. We can make our own instructional content and embed it within SmartFox.
    - Question: Steven Dorsey: Have we thought about augmented reality and virtual reality?
    - Jessica Spallino: There are opportunities for that we can dive into.

### 7.0 **Action: LCAP**

**Discussion:** Jade Fernandez: We discussed the LCAP during the last meeting, and there no changes have been made.

Motion: Steven Dorsey

Second: Gloria Vargas

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

Noes: 0

Action: Passed

### 8.0 **Action: 23-24 Adopted Budgets**

**Discussion:** Stefanie Bryant: The governor had an 8.0% COLA for LCFF this year. It is probably going to slow down. We are estimating about 1,050 ADA. Expenditure Assumptions- there are not a lot of changes there. We're proposing an 8.0% COLA on salaries to stay competitive. We've also included budgets for the new Dehesa Method Sports Academy. For the current fiscal year, we started at 1000 ADA, and we're at about

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835 ADA. Expenditures- the most is spent on salary and benefits.

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

**9.0 Action: Updates to 3010 Fiscal Policy - Second Reading**

**Discussion:** Stefanie Bryant: There was previously a question about whether or not we had to escheat. We did some digging and found the definitions they had for what is considered an escheat item, and regular warrants and checks did not fall under that. We do not have to worry about escheating.

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

**10.0 Action: Oceanside Office Lease**

**Discussion:** Mark Holley: This is going to cost \$4,500. It is a great way to get a presence there, an enrollment center. No students will be onsite.

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

**11.0 Action: Method Schools Organization Chart**

**Discussion:** Mark Holley: This is one of the things the attorneys wanted to make sure we have, specifying who reported to who. Jessica Spallino and I report to the board.

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

**12.0 Action: 23-24 Staff Compensation**

**Discussion:** Mark Holley: We are trying to stay competitive. Even with this COLA, we won't be dipping into reserves. We've let staff know that this is a pretty substantial COLA. This is something I don't see in the future. We put some of it on the table as performance bonus.  
Jessica Spallino: The bonus is 1.5% at the end of each semester.

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

**13.0 Action: Approval of CEO Vehicle Allowance**

**Discussion:** Mark Holley: We're going to do a \$500 taxed car allowance for Jessica, per month. She covers an area from the Mexican border to Bakersfield, so it is a fairly

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substantial area.

Shannon Clark: There is a Favor Program, where the employee gets a fixed amount for the vehicle that is not taxable, and a variable rate that covers maintenance and mileage. It is just something to look at.

Motion: Steven Dorsey

Second: Gloria Vargas

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

Noes: 0

Action: Passed

## 14.0 **Action: 23-24 Employee and Student Handbooks**

**Discussion:** Jade Fernandez: Nothing much has changed in the student handbook. The only big difference is we had to add the freedom of speech annual notification for students and parents.

Jessica Spallino: There are no significant changes to the employee handbook.

Motion: Gloria Vargas

Second: Steven Dorsey

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

Noes: 0

Action: Passed

## 15.0 **Action: Board Policy 4170- Credential Requirements**

**Discussion:** Jessica Spallino: We found we needed a policy here in place for any staff that isn't efficient enough on getting their credentials renewed. They get a 6-month warning. It basically says we reserve the right to paid leave. It has come up twice this year, so it is needed.

Motion: Shannon Clark

Second: Steven Dorsey

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

Noes: 0

Action: Passed

## 16.0 **Action: EPA Expenditure Resolutions for 2022/23 (final)- Method Schools and Method Schools, LA**

**Discussion:** Stefanie Bryant: Each year, we have to declare how we intend to spend our education protection account funds. We have about \$101,000 in EPA for San Diego and \$128,000 LA, and we intend to spend that on certified salaries.

Motion: Tyler Roberts

Second: Gloria Vargas

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

Noes: 0

Action: Passed

## 17.0 **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.**

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- **Approval of March 7, 2023 Meeting Minutes**
- **March-May 2023 Check Register**
  - Motion: Steven Dorsey
  - Second: Gloria Vargas
  - Ayes: Gloria Vargas, Tyler Roberts, Steven Dorsey, Shannon Clark, Carolyn Andrews
  - Noes: 0
  - Action: Passed

## 18.0 Information/ Discussion Items:

- **Founder Evaluations**
  - Jessica Spallino: We can send the evaluations out mid-next week via a link. If you want the opportunity to discuss, we can set time aside during the next meeting.

## 19.0 Upcoming Agenda Items

- None

## 20.0 Board Member Reports:

- Shannon Clark: Graduation was awesome, and the diversity of our student population is amazing.

## 21.0 Action: Motion to Adjourn the Meeting

Board President Carolyn Andrews motioned to adjourn the meeting at 7:34 P.M.

## Board Meeting Recording Links:

- **Part 1:**  
<https://methodschools.zoom.us/rec/share/EYVOOpINTUEchsFMfwBjj2XGYnWI1dl9xDgsRj5w7EUySIWtbPV0Zt5ZTsJfcZzk.KKKpJk0A0Bwv8I4P>
- **Part 2:**  
<https://methodschools.zoom.us/rec/share/wn9yLj9vzX6iiyWDcA1LObtvpnlBlzd1BIF8H-Sar mY7EzHIFZWqHNTYiSTCh0p.NWW1c1ssEitj2ZW4?startTime=1686879069000>