

# AGENDA

Method Schools Regular Meeting of the Board of Directors

**Tuesday, June 8, 2021, 6:00 PM**

24620 Jefferson Ave, Murrieta, California

<https://methodschools.zoom.us/j/97336292742?pwd=RmowYUxmZklZMk5GVk5XWkswUTFxZz09>

Meeting ID: 973 3629 2742

Passcode: 691138

## **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:** CEO of Method Schools called Board Meeting to order at 6:00 P.M.

**2.0 Roll Call**

**Present:** Steve Dorsey, Carolyn Andrews, Tyler Roberts

**Absent:** Shannon Clark, Gloria Vargas

**Method Staff:** Jessica Spallino, Mark Holley, Jana Sosnowski, Tracy Robertson, Jade Fernandez, Rebecca Ricci, Yvette Rios, Tanaya Burnham, Cory Cavanah - Method Representative

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

- None

**4.0 Reports**

- **CEO Updates:** Jessica Spallino:
  - **AB 1316**
    - Jessica Spallino: This Bill has died on the assembly floor as of last Thursday. It may return in January but we are not convinced at this time. It is a huge win, but it may come back around.
  - **AB 79**
    - Jessica Spallino: This includes language for charter petitions, with an extension of 2 years. This impacts both Method Schools San Diego, and Method Schools, LA. It automatically renewed 2 more years so San Diego is now authorized through 2025 and LA is to 2026 Terms. Finalizing end of year data currently, and we can share that in our September meeting along with our 1-5 year plan for Method and Smartfox. Also including 25 goals we have in August/September.
  - **EM Speed**
    - Jessiica: we did send a letter to families and the organization that we are no longer sponsoring them. Moving forward we are looking at ways to enhance our athletes to retain them and add new students.
  - **Dehesa SSDA Review Report**
    - Jessica: This report is included in the packet. There was a single item that put us at risk and it was delayed on their end. There are a handful of low risk items that are attributed to lack of diversification with our governance board.
  - **Method Schools and LA SELPA**
    - Jessica: Next year we are looking at leaving our SELPA to go to El Dorado in October. We will be in Sacramento this fall. We were advised to look for a new SELPA as we have grown. Acton doesn't have the staff to continue with larger schools.
  - **Founder Evaluations**
    - Jessica: Tracy will be sending them out tomorrow and we will need them to be submitted by the 18th. We will share the feedback at the next Board meeting.
- **CBO Update:** No updates from Mark Holley.

**5.0 Action: MOUs for Dehesa School District**

**Discussion:** Jessica: We sign these generally every 5 years, we won't be getting Acton's until June 24th. It's very straightforward.

Motion: Carolyn Andrews

Second: Tyler Roberts

Ayes: Steve Dorsey, Tyler Roberts,

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Carolyn Andrews  
Noes: 0  
Action: Passed

**6.0 Action: CTE Course Additions - Second Reading**

**Discussion:** Jessica: We would like to add these courses to our course catalog next year. We already use this current vendor. Just would like to expand our course offerings.

Motion: Carolyn Andrews  
Second: Tyler Roberts  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**7.0 Action: VAPA Course Additions - Second Reading**

**Discussion:** Jessica: This is to give more of a variety of courses to the High School Level and diversify for career/ special interest.

Motion: Carolyn Andrews  
Second: Tyler Roberts  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**8.0 Action: Revised Independent Study Policy**

**Discussion:** Jessica: We made some additions; most are around in response to March 1st audit guides. The Governor is revamping Independent Study policies. This should cover for this year. It addresses everything compliance wise for this year.

Motion: Tyler Roberts  
Second: Carolyn Andrew  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**9.0 Action: 2021-22 Student/Parent Handbook**

**Discussion:** Jessica: So many things that we needed to be approved and updated for our Annual Notices. They were updated with our lawyers and wanted to see them in the Handbook and have a Board Policy.

Motion: Carolyn Andrews  
Second: Tyler Roberts  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**10.0 Action: 2021-22 Employee Handbook**

**Discussion:** Jessica: These are basic updates, added some new policies and have more information on benefits.

Motion: Tyler Roberts  
Second: Carolyn Andrews  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**11.0 Action: Athletic Training Policy**

**Discussion:** Jessica: Our new Elementary Grade Level Lead is highly conscientious and looked more at specific data for their academics. A policy for them to participate in Method sponsored athletics. A target population for us and to keep them academically aligned.

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Motion: Tyler Roberts  
Second: Carolyn Andrews  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**12.0 Action: Updated Suspension/Expulsion Policy**

**Discussion:** Jessica: updated language to this policy. We try to do what we can since we are an Independent Study to avoid suspension and expulsion. It isn't something we've ever done officially, but we need it and to be compliant.

Motion: Carolyn Andrews  
Second: Tyler Roberts  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**13.0 Action: Updated Complaint Policy**

**Discussion:** Jessica: An SSDA defined and clear policy. They wanted a system in place if there were any complaints.

Motion: Tyler Roberts  
Second: Carolyn Andrews  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**14.0 Action: Updated Comprehensive School Safety Plan for 2021-22**

**Discussion:** Jessica: We don't have a site, but this needs to be in place. It includes if we have field trips or if anyone comes on site. Not much has changed, just updated.

Motion: Carolyn Andrews  
Second: Tyler Roberts  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**15.0 Action: Updated Family Leave Policy**

**Discussion:** Jessica: updated since we have received more questions and scenarios with time off that we get. New regulations that came up that we needed to add.

Motion: Tyler Roberts  
Second: Carolyn Andrews  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**16.0 Action: 2019-20 LCAP Annual Update and 2020-21 Learning Continuity Plan Update Method Schools & Method Schools, LA**

**Discussion:** Jessica: this is required to be updated from last year.

Question from Board President Steve Dorsey: Are we set to go back on the LCAP schedule?

Answer from Cory: Yes that's the plan.

Motion: Tyler Roberts  
Second: Carolyn Andrews  
Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews  
Noes: 0  
Action: Passed

**17.0 Action: 2021-2022 LCAPs for Method Schools & Method Schools, LA**

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**Discussion:** Jessica: We had a hearing on this last meeting. Refined the goals. We were using similar goals each year. We are finally getting it refined more with academic and supplemental pieces we offer with alliance to our OKR's.

Motion: Tyler Roberts

Second: Carolyn Andrews

Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews

Noes: 0

Action: Passed

### 18.0 **Action: 2021-22 Adopted Budgets- Method Schools and Method Schools, LA**

**Discussion:** Cory: Two big things that happened: AB 1316 and AB 79 with extension.

Jessica covered earlier. On the Macro level, 5% COLA this year. Last year we didn't get a COLA. Both schools combined projected at 1250 Students, ADA: for 1222. Revenue for next year is \$13.6 million and expenditures projected at \$11.78 million. Adding to our positive fund balances. Method is in a very stable condition. We have deferrals over \$5.5 million that the state owes us. We don't have a cash flow problem at Method.

Mark: one thing that we can bring up is we are pretty mindful that we don't want one entity making decisions and the reserves on how we are going to spend them. What we have planned for deferrals, we spend a huge financial outlet on curriculum and fully control benefits. I want to remind the board about P2 and where we get the money.

Cory: Method held at a great and inflated revenue in a higher ADA than we deserved. It's about 1/3 of our ending fund balances. Schools that had a front loaded ADA benefitted. We wrote formal letters with attorneys, authorizers, and CDE. Our ADA was artificially inflated due to the pandemic. COVID provided a windfall that wasn't intended. It is something to keep in mind for our minutes.

Motion: Carolyn Andrews

Second: Tyler Roberts

Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews

Noes: 0

Action: Passed

### 19.0 **Action: EPA Expenditure Resolutions for 2020/21 and 2021/22- Method Schools and Method Schools, LA:**

Cory: It is something we have to do every year. We get a small chunk of money. We pass a resolution and how we are spending it. It's the lightest of red tape. This year is final and next year is preliminary.

Motion: Tyler Roberts

Second: Carolyn Andrews

Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews

Noes: 0

Action: Passed

### 20.0 **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 May 26, 2021 Meeting Minutes**
- **Check Register, March 2021-May 2021**
- Motion: Carolyn Andrews
- Second: Tyler Roberts
- Ayes: Steve Dorsey, Tyler Roberts, Carolyn Andrews
- Noes: 0
- Action: Passed

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## 21.0 Information/ Discussion Items:

### • Board Organization: 21-22 Meeting Dates, Roles and Training

- o Jessica: after reviews with the SSDA report. The feedback is important and highlights areas that we are aware of. As we get bigger and more diversified. We have ideas, more dynamics, and hands on. Attendance at the meetings may warrant a more constructive idea. May increase stipend, we talked about monthly board meetings. We have talked about an agreement with us, that the stipend would outline parameters. Our concern is there are a few of you carrying the responsibilities, we need to talk about making it more fair for everyone. Concern with Board members are all the same and in the same role. Possibly rotating roles and getting to the point where we need to make some changes.
- o Board President Steve Dorsey: We are growing and based on graduation today I didn't know a lot of people. Monthly meetings would help
- o Mark: Yes, monthly meetings would help. Looked at other school boards that are signing things and handling complaints. We are looking at other options as well. Just to show the input of the board.
- o Carolyn: We are here for you.
- o Jessica: You all have shown that. Just a few individuals that have carried the role. Maybe draft something for others to look at to stay or recruit up to 3 more Board members and maybe refine together. Can we meet sometime in August to discuss this?
- o Carolyn: as long as I have a date we should be good.
- o Jessica: August 17th work for the Board at 6:00 pm.

## 22.0 Upcoming Agenda Items

- Acton-Agua Dulce School District MOU
- o Jessica: This will be coming to us on June 24th.

## 23.0 Board Member Reports: No comments

## 24.0 Action: Motion to Adjourn the Meeting

Board President Steve Dorsey motioned to adjourn the meeting at 6:57 P.M.

**Board Meeting Recording Link:** [https://methodschools.zoom.us/rec/play/tT56B\\_v5NYvq4hhmUIHBxoSKw9Q8u-hctmhyLA7OaFOd0X0eUm1XwfrenbiDuSLaGGd\\_2iWQvRteOgMS.CBLiJnVpBus5f2Ai?continueMode=true](https://methodschools.zoom.us/rec/play/tT56B_v5NYvq4hhmUIHBxoSKw9Q8u-hctmhyLA7OaFOd0X0eUm1XwfrenbiDuSLaGGd_2iWQvRteOgMS.CBLiJnVpBus5f2Ai?continueMode=true)