

AGENDA

Method Schools Regular Meeting of the Board of Directors

Tuesday, September 21, 2021, 6:00 PM

24620 Jefferson Ave, Murrieta, California

https://methodschools.zoom.us/webinar/register/WN_uIPyJWY1TL-WEW77TtsRnA

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.

AGENDA

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1.0 Call to Order: Jessica Spallino, CEO called Board Meeting to order at 6:02 P.M.

2.0 Roll Call

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

Absent: None

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

3.0 Public Communication on Non-Agenda Items

- None

4.0 Reports

- **CEO Updates:**

- **2021-22 Start of School Year Update: Academics & Events**

- Jessica Spallino: Each time we meet we'll provide an update as to what's happening in the organization and how we're performing against our established OKRs for the year. I'll track them quarterly. The first one is ensuring academic growth- for the 100% of students meeting their identified math and reading growth per the iReady, we won't have that until quarter two. The ongoing objective to meet a 95% participation rate in iReady, we've had some pretty tight systems getting students tested. At this point we're at 97% in Reading and 95% in Math. Finally, we're implementing benchmarks, identified per the diagnostic assessments. Won't have that until Quarter 2. We have a new initiative to ensure students are participating in the intervention lessons that they're prescribed per their diagnostic assessment. We're at 68% of reading students completing their weekly lessons, 67% in math, 71% of HS students completing an alternate intervention on the IXL platform. Our second objective is Growing Enrollment and Developing Loyal Customers. We're aiming at enrolling 1,200 students by the end of the school year. We're currently at 511.

Mark Holley: We've refined products, we don't do the summer like we used to, and have moved on from some of the partnerships that might not make it easy for us to serve students effectively. From the last meeting, we're up about 50 give or take. 1,200 is a little steep based on where we're at now, but a year ago at this time we were well past that.

Jessica: 80% student retention by end of school year, and we're currently at 76%. We feel like we have a very true-fit student population. Support services- we sent out our first student/parent survey and we'll have a more specific update at quarter two. The third objective is becoming an information hub for K-12 education. An update on AB130 and AB167- AB167 came out to provide further clarification, it included more specific accommodations. The key points they are implementing are a live instruction tracker, expanded live instruction offerings, and implemented daily login procedures. We're at about 91% for that for learning period 1. MPI is an initiative where we've been working on enhanced teacher coaching to help teachers think out of the box. 360 Degree Evaluation- we started implementing it at the end of last year and we're starting this process amongst the executive team, making sure we get feedback from our stakeholders. It's going very well and we'll have an update in Q2.

Mark Holley: On the new website there's a new board page, we're getting more traffic and longer duration of traffic. We have a conference website

AGENDA

Method Schools Regular Meeting of the Board of Directors

where educators can Google education conferences. It may be done next week, so I'll share that in the next board meeting. AB 130- there were 184 funding destinations in that bill, we broke it down and explained what it is for in hopes it can be a resource for other districts and charters, and hopefully drive more traffic as well.

Jessica Spallino: Each quarter we send out an all-staff survey. I divided it up into four categories. Clarity of Objectives- every leader with their teams knows what OKRs are, they all have them per department and personal. 97% from the survey said it was very clear as to what the objectives were. Training- 90% said they were getting the training they need to be successful in their role. Teamwork- overall they feel very supported and feel there is constructive work happening, but they expressed some need for continued enhanced leadership development. In the next survey we'll dig into these areas a little deeper. Efficacy- How effective and impactful they feel not only for students but on the success of the overall organization. 98% for students and 97% organization-wide.

- **AB 167**

- Jessica Spallino: AB 167 added clarification for us, it added a provision which required the opportunities for live instruction to be tracked and included in re-engagement strategies. Students not meeting 60% of live opportunities will be subject to tiered re-engagement strategies. I'm proud of how smooth this has gone, Jana has done an excellent job, and we'll continue to refine where we need to and work with our auditors and attorneys on anything that we need to continue to modify. The additional changes are extending the period in which students can request a Pass or No Pass for courses, allowing any credentialed teacher employed by the LEA to provide live instruction opportunities, and extending the grace period for signed Master Agreement through October 15th.

- **CBO Update** (included above, under 2021-22 Start of School Year Update: Academics & Events)

5.0

Action: Board Responsibilities

Discussion: Jessica Spallino: We've been talking about refining board responsibilities on how we can support each other. We had a Google doc shared with all of you so you could contribute to it.

Question: Carolyn Andrews: Is the Brown Act training offered more than once a year?

Tracy Robertson: There are various groups that offer brown act training, we decided to move forward with CSDC. It is self-paced, you'll have 30 days, they go through basic updates, it takes about 90 minutes.

Jessica: If now is not going to work for everyone that's okay, we can reschedule it.

Question: Carolyn: Can you stop midway through or do you have to do it in one sitting?

Tracy: I think you can stop midway through.

Question: Shannon Clark: When did you say that should be opening up?

Tracy: It should be in the next two days.

Jessica: If anybody can't do it this Fall and would like it in the Spring, just send Tracy a message and we can accommodate. Attending that 75% of board meetings per year is something that the organization needs and all board members need, that collective support. If anybody feels this is something they won't be able to commit to, please contact us or Steve regarding any questions or additional support you need.

Steve: The likelihood of us attending more meetings is strong. Making sure we are able to be flexible is going to be important for us.

Jessica: We try to avoid pop-up meetings. We have all the dates set for the year and will do

AGENDA

Method Schools Regular Meeting of the Board of Directors

our best to avoid any surprise ones.

Motion: Carolyn Andrews

Second: Shannon Clark

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

Noes: 0

Action: Passed

6.0 **Action: Board Stipend Increase**

Discussion: Mark: Based on the increase of responsibility that comes with a more complex organization, more meetings, we proposed a \$500 per month stipend. We looked at other districts, charters, and came up with what we thought was right. As we get bigger I don't see it decreasing, but it is something we can review each year.

Motion: Tyler Roberts

Second: Carolyn Andrews

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

Noes: 0

Action: Passed

7.0 **Action: Acton-Agua Dulce Unified School District MOU**

Discussion: Jessica: This is an annual updated document we sign with each authorizer. There's the operational MOU and SPED MOU. This is their regular MOU, the SPED MOU will follow. It is very basic, no changes in it from last year but they are required to be board approved.

Motion: Shannon Clark

Second: Gloria Vargas

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

Noes: 0

Action: Passed

8.0 **Action: Revised Independent Study Policy**

Discussion: Jessica: We had to update it per AB167. We needed to add the 60% provision I shared with you earlier. And the charter school shall require a newly signed Independent Study Master Agreement in the event that the teacher of record is on leave for 60 or more instructional days. We are set in the operations to support both of these.

Motion: Carolyn Andrews

Second: Tyler Roberts, Shannon Clark

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

Noes: 0

Action: Passed

9.0 **Action: 2020-21 Unaudited Actuals for Method Schools and Method Schools, LA**

Discussion: Cory: These are our 2020-21 financials that we submitted to the districts, the county office, the CDE, and eventually becomes our audit. Total revenue for 2020-21 is nearly \$21 million. This is still based off of the 2019-20 hold harmless that the CDE put into place going back to February 2020, which locked in our ADA. Total expenditures across both Method Schools and Method Schools LA came out to \$10,976,111. The reserve that we carried last year is artificially inflated. Each school finished very positive- Method San Diego's ending fund balance was \$9.8 million and Method Los Angeles had an ending fund balance of \$16.6 million. 85% of expenditures spent were on direct student instruction. \$2,500 spent per student on direct curriculum, equipment, supplemental materials, programs. \$0.00 of interest expense or new debt during a fiscal year with \$5.8 million of deferrals. Regarding the 1% of COVID-19 funding, we've been very selective and have declined some of these strands that come in because they're not in our model of what

AGENDA

Method Schools Regular Meeting of the Board of Directors

we're trying to do. We didn't need it in a sense.

Question: Shannon Clark: In terms of the upcoming year's budget, we don't have that same cushion, right? Do you feel like we're at a fairly good position coming into this year at the current enrollment rate?

Mark: We would definitely eat up some of that fund balance. We wouldn't let the year end at these class size ratios. The ending fund balance issue goes away quickly when you get to this point.

Question: Shannon: Do we have a feel for what that break even, that tipping point is in terms of enrollment where we would not be worried about dipping into that fund balance?

Mark: If you look at the summary, Method San Diego and LA expenditures, we're not going to spend as much as last year. Give or take 1000 would be our break even. We would need about 800 to 900 students to break even, without any changes to our current cross structure.

Motion: Shannon Clark

Second: Gloria Vargas

Ayes: Steven Dorsey, Gloria Vargas, Tyler Roberts, 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 August 10, 2021 Meeting Minutes**

- **August 2021 Check Register**

Motion: Carolyn Andrews

Second: Gloria Vargas

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

Noes: 0

Action: Passed

11.0 Information/ Discussion Items:

- **Schedule In-Person Meeting**

- o Jessica: One request is to potentially move one of the June meetings to May or add one in, in April or May, and have an LCAP completed a little early. We'll move out one of the June meetings and add one in May. Does that work?

Shannon: Yes, let's be mindful of memorial day weekend.

Question: Jessica: Tyler- does 6 o'clock work for you?

Tyler: Yes.

Jessica: We were hoping to have at least one in-person meeting, potentially in November, December, or January. We were thinking of having the rest of these at Method HQ.

Tyler: I have a suggestion, keep the two June meetings, add one in May, and take the June 21st meeting and make it all about students.

AGENDA

Method Schools Regular Meeting of the Board of Directors

Jessica: Tracy- can you look at adding an April date for the third week and we'll keep everything else as is? We can move one of the meetings closer to graduation time. Tracy will email you all a list of the revised dates. I'll send out a survey to get everyone's availability for an in-person.

12.0 Upcoming Agenda Items

- **Head of Schools Report**
- **OKRs Update**
- **Conference Website**

13.0 Board Member Reports: No Comments

14.0 Action: Motion to Adjourn the Meeting

Jessica Spallino, CEO motioned to adjourn the meeting at 7:12 P.M.

Board Meeting Recording Link: https://methodschoools.zoom.us/rec/share/v_wgC7hGupAohm1LCnY6f4sFevDQ6IZDBffHXtlQ8V1V3ep0rx7SZeHRtDX0p4tU.9uWVJ4TYns33gTE3