

# AGENDA

Method Schools Regular Meeting of the Board of Directors

**Tuesday, March 15, 2022, 6:00 PM**

24620 Jefferson Ave, Murrieta, California

<https://methodschools.zoom.us/meeting/register/tJcoduiqrDgpHdxW0acfKLJCytTdZxccX1Nz>

## **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 Dr. Steven Dorsey called Board Meeting to order at 6:11 P.M.

**2.0 Roll Call**

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

**Absent:** None

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

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

- None

**4.0 Emergency Findings: Consideration of findings to continue to hold virtual meetings pursuant to AB 361, including without limitation that: (1) the State and local state of emergency due to the COVID-19 pandemic continues to directly impact the ability of members to meet safely in person, (2) state and local officials continue to recommend social distancing measures, and (3) meeting in person would present imminent risks to the health or safety of attendees and/or the state of emergency continues to directly impact the ability of the members to meet safely in person due to the prevalence of the Delta variant of the COVID-19 virus, the indoor setting of meeting facilities, the potential presence of unvaccinated individuals attending meetings, the potential for noncompliance with mask wearing requirements, and desire to protect the health of immuno-compromised persons.**

Motion: Carolyn Andrews

Second: Shannon Clark

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

Noes: 0

Action: Passed

**5.0 Reports**

- **CEO:** Jessica Spallino: We randomly picked 10 employees to check-in with to get an overall feedback about how things are going for them. Next month, we will have a presentation to share. All employees said that their favorite thing about working with Method was the impact they were able to make, their second favorite thing was the people, culture, and teamwork, and third was the flexibility. In April, I will share the All-Hands Quarter 3 OKR and student performance data presentation.
- **CBO:** Mark Holley: One of our goals has been to be an online hub for K-12 education. In the last 365 days, we've had 965,000 unique website visits. We average 32 unique chats per school day, 535 a month, and had 7000 chats in the last 365 days. The Net Promoter Score is a test of how into your product/service your customers are. In 2018-19 our NPS was 18, in 2019-20 it went up to 22, in 2020-21 it went down to 8 (had lots of students who came to us because their schools were closed), and in 2021-22 we're up to 40. Enrollment is up 41%. Next time, I will share a beta version of SmartFox 2.0
- **Senior Director of Schools:**
  - **Student Highlights**
    - Jade Fernandez: In iReady, for K-5, we're up 14 in Reading and 16 in Math since August. For 6-8 we're up 3 in Reading and 4 in Math. For students who receive Specialized Academic Instruction, there has been a growth of +3 in Reading and +8 in Math. In iXL for high school, there was a slight decline in Reading of -1, and +13 in Math. For Specialized Academic Instruction, Reading is +20 and Math is +14. The basketball team games have begun. In the mountain biking team's last race, 3 of our boys landed in the top 10. Disney grad nite- this is the first year we are inviting our seniors to grad nite.

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## 6.0 Action: PTO Policy

**Discussion:** Mark Holley: This is going to be a two-part process. We'd like to ensure employees can't sell PTO back at the end of the year.

**Question: Shannon Clark:** Year 1 employees can only carry over 20 PTO days. What happens if they exceed their carryover? Are they able to cash out their PTO?

**Mark:** The concept behind it is employees aren't holding onto PTO and then they try to sell it back at the end of the year, then we have a big liability. It's not a good use of public funds. We know we have to take care of our employees and this encourages employees to stay healthy and take PTO throughout the year.

**Question: Shannon Clark:** My understanding is with the state of California we're required to allow employees to accrue up to two years of PTO. Are we not subject to that?

**Mark:** I'd recommend revisiting this with legal, and bring it to the next meeting to ensure we're meeting legal compliance.

## 7.0 Action: CLA 22-23 Engagement

**Discussion:** Stefanie Bryant: We're going to renew the contract with Clifton Larson Allen. They've been doing our audits for several years. We're renewing for another year and the contract is for \$20,900.

Motion: Tyler Roberts

Second: Shannon Clark

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

Noes: 0

Action: Passed

## 8.0 Action: Second Interim Reports

**Discussion:** Stefanie Bryant: It is time for our second interim reports to be sent out to our authorizers. I bullet pointed some of the changes- the original approved we had based it on an ADA of 582 for SD and 639 for LA. In the first interim, those ADA numbers dropped and have held steady for the second interim. From the first interim to the second, our revenues are pretty similar. Expenses- we shaved them down just a bit. Estimated fund balances- from first interim to second interim, this didn't change too much.

Motion: Gloria Vargas

Second: Carolyn Andrews

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

Noes: 0

Action: Passed

## 9.0 Action: A-G Grant

**Discussion:** Stefanie Bryant: This is a two part process. Last month we presented the plan and this month we are asking for the board's approval. The plan includes how we plan on spending those funds.

**Question: Steven Dorsey:** Will we be able to utilize any of these funds for ethnic studies?

**Jessica Spallino:** We have writers working on those courses now and they have been approved as A-G, so it will fall under these funds.

Motion: Tyler Roberts

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Second: Gloria Vargas

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

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 February 15, 2022 Meeting Minutes**

- **February 2022 Check Register**

Motion: Shannon Clark

Second: Carolyn Andrews

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

Noes: 0

Action: Passed

**11.0 Information/ Discussion Items:**

- **Form 700s Due**

- Tracy Robertson: These are due on April 1st and that covers the period of January 2021 - December 2021.

**12.0 Upcoming Agenda Items**

- Action Item: PTO Policy - Second Reading
- CEO Presentation: Employee Feedback
- CEO Presentation: All Hands Quarter 3 OKR and Student Performance Data
- CBO: Beta Version of SmartFox 2.0

**13.0 Board Member Reports:** No comments.

**14.0 Action: Motion to Adjourn the Meeting**

Board President Steven Dorsey motioned to adjourn the meeting at 7:05 P.M.

**Board Meeting Recording Link:**

[https://methodschools.zoom.us/rec/share/JmGqB42Wuw6FjilB6e7y5ljm\\_uGFjblr2dsjmwUT0LqXena0-A2ZCvf0sxsNPWx1.FKXgkr2yooSI20uD](https://methodschools.zoom.us/rec/share/JmGqB42Wuw6FjilB6e7y5ljm_uGFjblr2dsjmwUT0LqXena0-A2ZCvf0sxsNPWx1.FKXgkr2yooSI20uD)