

AGENDA

Method Schools Regular Meeting of the Board of Directors

Tuesday, August 9, 2022, 6:00 PM

24620 Jefferson Ave, Murrieta, California

<https://methodschools.zoom.us/j/9807801621?pwd=MVl3biQ5YmJzN08wOHhLTUVTdndGUT09>

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 6:02 P.M.

2.0 Roll Call

Present: Carolyn Andrews, Tyler Roberts, Shannon Clark

Absent: Gloria Vargas, Steven Dorsey

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

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: Shannon Clark

Second: Tyler Roberts

Ayes: Carolyn Andrews, Shannon Clark, Taylor Roberts

Noes: 0

Action: Passed

5.0 Reports

- **CEO:**
 - **Potential Litigation**
 - Jessica Spallino: We received a frustrating complaint at the beginning of this week. They emailed both of our authorizing teams and made false allegations about Method Schools around developing and utilizing facilities, in conjunction with an athletic facility. All of it is false. We immediately reached out to our attorneys, drafted a response, and sent that out today. When we sent the response, it was bounced back. I've spoken to both authorizers, neither have any concerns about the false allegations. That's where it has been left. There are some athletic facilities that are trying to gain customers through partnering with independent study schools, but have no respect or regard for independent study law. We believe EM is likely partnering with somebody else.
 - Question: Carolyn Andrews: Did you do a Google search on the name?
 - Jessica: We have and the name "Alex Murphy" we've researched, we don't think can be the guy. We believe this will shut it all down. If it emerges again, we will pursue something legally.
 - **2022-23 OKRs**
 - Jessica: Our three primary key objectives are 1) Academic Growth, 2) Student Engagement, and 3) Customer Experience. Our Key Results for Academic Growth are very specific this year. We've increased some percentages, and will be providing updates on this each quarter. Key results for Student Engagement are the Instructional Fund Implementation, Curriculum Refinements, CBL and Deeper Learning Enhancements, Enhancing Teacher Support, and Refining Teacher Training. Key results for Customer Experience are Enhancing our Enrollment Information,

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Enhancing Parent Events and Training by County, Student Events and Field Trips by County, Teach Squad and Pod Connections by County, and Enhancing SmartFox through a variety of Initiatives. We also have each department's top three objectives. Academics' is 1) focusing on academic growth, 2) increasing student engagement, and 3) curriculum improvements. Curriculum objectives are 1) shift to competency based learning model, 2) career technical education, and 3) student academic growth.

- Mark Holley: The Marketing objectives are to grow enrollment by 1) addressing population vs enrollment mismatch; list of 20 key focus cities, 2) increasing word of mouth opportunities online and in person, and 3) improving SEO and driving more relevant traffic to website with more videos and better page content for parents. Our key result is 1,000 ADA in the combined charters.
- Stefanie Bryant: The Finance objectives are 1) manage per pupil expenditures, 2) LCFF revenue growth management and budgeting, and 3) meet continued compliance.
- Question: Shannon Clark: If we hit our goal of 1,000 ADA, that puts us above our break even point, correct?
- Stefanie: Yes. Break even is around 900.
- Jessica: HR/Compliance objectives are 1) enhance employee support system, 2) training and development for all staff, and 3) support board of directors. CAASPP- The last time we tested was 2019. As far as students meeting or exceeding standards in 2019 vs 2022, there was a little dip in both ELA and Math but there was a significant growth of testers.
- **CBO:**
 - **Beginning of Year Marketing Update: The update was included in CEO Report, 2022-23 OKRs.**
- **Senior Director of Schools:**
 - **Student Highlights**
 - Jade Fernandez: We had the objective of 95% daily attendance, and we are currently at 90.8%. We had a goal of 85% of Course Grades with C or better and we are well above that. The next couple of Mondays we'll do some professional development so teachers can feel more prepared. We have Diagnostic iReady testing, a School Kickoff Virtual Assembly, and Coastal Cleanup coming up.
 - Question: Shannon Clark: Do you have the information on what time the Coastal Cleanup is?
 - Jade: It will be from about 9 to 12. We are very close to being able to offer girls volleyball and flag football, we are one student short in each.

6.0 Action: 3060 Vehicle Use Policy

Discussion: Stefanie Bryant: For the daily use vehicles, if they have personal mileage, they'll need to track it and it'll be reported on their W-2. Those who work primarily from their home don't need to track mileage to any company location as "personal". This policy leaves us the ability to provide or take away vehicles.

Question: Carolyn Andrews: Will they get fleet cards to pay for their gas, car wash?

Stefanie: That is not included right now. Right now, they would fill up with the company's American Express or be reimbursed. I will remove the signatures from the policy and just include them on the authorization form.

Motion: Shannon Clark

Second: Tyler Roberts

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Ayes: Shannon Clark, Tyler Roberts, Carolyn Andrews

Noes: 0

Action: Passed

- 7.0 Action: Revisions to 6060 Independent Study Policy reflecting Trailer Bill**
Discussion: Jade Fernandez: Based on the trailer bill, we adapted the board policy to meet what it says there. We highlighted the changes. Where it used to refer to the co-founder, we thought it was more appropriate for the Senior Director to be involved in the Tiered Re-Engagement strategy. If a student fails to attend at least 10% of their instructional time over four weeks, then we trigger the tiered reengagement policy, and if the student fails to participate in at least half of their live instructional sessions, that also would tier them into that reengagement strategy.

Motion: Tyler Roberts

Second: Shannon Clark

Ayes: Shannon Clark, Tyler Roberts, Carolyn Andrews

Noes: 0

Action: Passed

- 8.0 Action: Revisions to 6160 Tiered Reengagement Policy reflecting Trailer Bill**
Discussion: Jade Fernandez: Based on legislation, we made a couple of changes. The changes are exactly the same things that were discussed in the Independent Study Policy.

Motion: Shannon Clark

Second: Tyler Roberts

Ayes: Shannon Clark, Tyler Roberts, Carolyn Andrews

Noes: 0

Action: Passed

- 9.0 Action: 2022-23 Student/Parent Handbook For Review**
Discussion: Jade Fernandez: This is in reflection of the latest trailer bill, we had to make adjustments because it does talk about the tiered re-engagement, the daily engagement that had to change, and the independent study policy.

Motion: Tyler Roberts

Second: Shannon Clark

Ayes: Shannon Clark, Tyler Roberts, 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 July 12, 2022 Meeting Minutes**
- **June 2022 - July 2022 Check Register**

Motion: Shannon Clark

Second: Tyler Roberts

Action: Passed

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11.0 Information/ Discussion Items:

• Method Schools Student Meal Assistance Program

- o Stefanie Bryant: We had a parent that is economically disadvantaged come to us asking if we could offer reimbursement for her for meals. We've been working on some thoughts on how we could run a voluntary program. I drafted a procedure of what we could do and how the students would be eligible. If they are economically disadvantaged and would qualify for Free/Reduced lunch, it would be about \$7 per day. It wouldn't be widely marketed.
- o Shannon Clark: I think it's something that could potentially help our students. I think it would be a worthwhile offering for people who are in need.
- o Question: Shannon: If we were to see there's a larger need than we are seeing today, is there a way we could partner with local food banks?
- o Jessica: Yes
- o Shannon: I think offering a grocery gift card would be a good idea to find this.
- o Stefanie: If it gets too advertised, we wouldn't be able to afford it. If everybody is on board we could finalize this. Unless you'd want to make it a policy, we could leave it as procedure.
- o Jessica: If that's the consensus, we'll go forward with this.

12.0 Upcoming Agenda Items

- September: Unaudited Financial Statements (they are due to our authorizers on Sept. 15th)
- October: Report on Instructional Funds

13.0 Board Member Reports:

- Question: Tyler Roberts: Is there a Brown Act training we have to do each year?
- Tracy Robertson: Yes, we typically do it every academic year. They haven't specified whether it is every calendar or academic year.
- Jessica Spallino: Each calendar year may align best. Tracy- I would track when a year is up for each board member.

14.0 Action: Motion to Adjourn the Meeting

Board President Carolyn Andrews motioned to adjourn the meeting at 6:54 P.M

Board Meeting Recording Link:

https://methodschools.zoom.us/rec/share/0tBKxh3b1pfFEWUFQSUE_-UjjcufJoltwVUTfcuk3ySdu6Aft7Xxv8_dMfzDw.Zx8lwE7iWLPF8_BF