

AGENDA

Method Schools Regular Meeting of the Board of Directors

Tuesday, March 10th, 2020, 6:00 PM

24620 Jefferson Ave, Murrieta, California

<https://zoom.us/j/455477713> 1-408-638-0968 Meeting ID: 455-477-713

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:

1. Agendas and “Request to Speak” forms are available at the door to the meeting. If you wish to speak, please fill out the speaker slip and specify the agenda item on which you wish to speak. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.

2. **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. 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.

3. **Agenda items:** To address the Board on agenda items, please specify the item on which you wish to speak on your “Request to Speak”. You will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.

5. **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.

1.0 CALL TO ORDER 6:02pm

20 ROLL CALL

- A. Board Members present: Gloria Vargas, Steve Dorsey, Tyler Roberts, Carolyn Andrews
- B. Board Members absent: Shannon Clark
- C. Staff: Jessica Spallino, Mark Holley, Jade Fernandez, Tracy Robertson, Rachel DeSena

3.0 PUBLIC COMMUNICATION ON NON-AGENDA ITEMS

Justin Cunningham here from Dehesa; Cory Cavanah

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No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

4.0 REPORTS

4.1 Marketing Update-Mark: For the first time our LA school took over SD. A lot of growth in student athletes, expected to grow even more. Less short-term enrollment. Teachers now becoming more and more important. Still no debt; no legacy costs, pensions, restricted fund balances, maintenance and aging facilities costs are not an issue. Web traffic is up, chats are up, better follow-up, word of mouth goal is 2/3 of students. Website performance: help tickets via chat followed-up and closed out quickly; ; 31k chats in 2019; net promoter score is at 46, parent-only is 59

Comment? From Steve: How does Method react to Coronavirus. We have offered SmartFox for free to any school desiring online option during the Coronavirus

Carolyn: How had Method presented this to school districts? Jessica: Hubspot, email lists with districts we've already built relationships with, personal reach-out .

4.2 Staffing Update- Professional Development Finally able to put resources into professional development; possible pain point is new teachers coming onboard frequently and training needed to be refined for all levels of learners ;big area of focus. 4 categories 1:founders- culture building, skill enhancement, OKRs encompassing strict academic goal (academic growth, student retention, teachers improving their own practices) 7 Geese collects 1:1s, quarterly evaluations toward our goals Hubspot has continuous trainings, Qualtrics trainings and will align to our curriculum platform; starting coaching training in April with all leads and co-founders- refrain from write-up approach. Within SmartFox looking at PD library; leadership courses, coaching and training for Head of School, she has become expert on our dashboard, competency based learning. Lead team: Rachel elevated to leadership position. Staff: pedagogy, philosophy we're using with our instruction and building content.

4.3 Product Update- SmartFox- tighter alignment to CAASSP, purchasing platform, working on HR piece, we would like to have our own internal PD

i-ready Data Report (Jade): Our goal was to move those below grade level to grade level; Math increased in the right direction; 5th graders, 95% showed growth and 70% of 5th graders showed growth; 57% of IEPs (reading) showing growth and 62% in math; would like to work on making reading a more well-rounded program. Overall, moving in the right direction.

Steve added- students at-risk will be referred to "at-promise"

4.4 Financial Report Cory: cash account: majority of money is kept in SD county treasury(\$75k of interest from county treasury account). Revenues and expenditures half caught up to each other

5.0 ANNOUNCE CLOSED SESSION ITEMS

6.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS General public comments on any closed session item that will be heard. The Board will limit comments to no more than 3 minutes.

7.0 ADJOURN TO CLOSED SESSION

8.0 OPEN SESSION

9.0 DISCLOSURE OF CLOSED SESSION ACTIONS

10.0 ACTION ITEMS

10.1 Account Signers- The Board will be asked to approve an authorized list of bank account signers (Mark Holley, Jessica Spallino, Tracy Robertson, Jade Fernandez)

Caroyln: motion

Tyler: second

Aye: 4

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No: 0

Opposed:

10.2 Conflict of Interest Code- The Board will be presented with a revised Conflict of Interest Code, to reflect the addition of positions requiring disclosure.

Motion: Gloria

Second: Tyler

Aye: 4

No: 0

10.3 2020/21 Calendar- The Board will be asked to approve the Method Schools 2021/21 track calendar.

Mark: currently a one-track school- PD days on some non student days

Motion: Carolyn

Second: Gloria

Aye: 4

No: 0

10.4 English Learner Reclassification Policy- The Board will be asked to approve a revised English Learner Reclassification policy

Jade: revise English reclassification policy, small population but needs revision

Motion: Gloria

Second: Carolyn

Aye: 4

No: 0

10.5 Discipline of Students with Disabilities- The Board will be presented with a proposed policy for the discipline of students with disabilities.

New SPED Director; Sabrina is finishing her SPED credential in May

This outlines our policies, mostly to do with suspensions and expulsions- rare among our students, but this provides a process if needed

Steve- requesting first read, then approve at the next meeting- add to agenda as second read for next meeting

10.6 2019-20 Auditor Agreement The Board will be asked to approve Auditor Agreement for the 2019-20 year.

Cory: this will be our 4th year with this auditor- we can remain with the same auditing firm for up to 7 years, but they are changing the partner on the audit- covers compliance for CALPADS, attendance, minutes, calendars, etc. Not just financial audit but covers all operations of Method. The auditor completes our form 990 for us. Cost for audit services is \$14k, with additional fees, \$17.2k

Motion: Carolyn

Second: Tyler

Aye: 4

No: 0

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10.7 2019-20 2nd Interim Reports The Board will be asked to approve the 2019-20 2nd Interim Reports for Method Schools (#1617) and Method Schools, LA (#1697)

ADA increase from 1st interim to 2nd interim: 60 increase in SD, over 150 in LA

Underprojection(Mark): Big budget overhaul for first interim. Staffing changes to decrease student teacher ratio. Teacher salaries increased by 200k

Mark: no pension, saving several million on curriculum, leaving us with resources we can be flexible with. Rainy day fund likely to need over next few years.

Motion:Carolyn

Second: Tyler

Aye: 4

No: 0

11.0 DISCUSSION ITEMS

11.1 Founder Evaluations- In preparation for June meeting, determine the format. Digital evaluations and board discussion– will build on Qualtrics. Will be reviewed at 2nd June meeting

12.0 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 votes on them.

12.0.1 Approval of December 10, 2019 Meeting Minutes

12.0.2 Warrants for December 2019 – February 2020

Motion: Carolyn

Aye: 4

No: 0

13.0 UPCOMING AGENDA ITEMS

This is a list of known items that will appear on future agendas:

-Will add the second reading of SPED discipline policy

-Steve request of Jade: reach out to SD and LA County of Ed for PD opportunities

-General update of coronavirus, how it has affected Method

-Board Meeting onsite

June 17th for Graduation- board meeting

14.0 BOARD MEMBER REPORTS

Individual Board members will report on participation in school events and/or committees, District events, or attendance at special meetings or training/workshops.

15.0 ADJOURNMENT

7:20pm

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Board Meeting Recording Link: <https://www.methodschoools.org/hubfs/03102020%20board%20meeting.mp4>