

AGENDA

Method Schools Regular Meeting of the Board of Directors

Wednesday December 27 2017 3:00 PM

24620 Jefferson Ave, Murrieta, California

Call In Number: 712-432-1212 Meeting ID: 883-383-017 Host:3975

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

2.0 ROLL CALL at 3:02 pm

- A. Board Members present: Steve Dorsey, Shannon Clark, Carolyn Andrews, Gloria Vargas, Tyler Roberts
- B. Board Members absent: None
- C. Staff: Mark Holley, Jessica Spallino, Cory Cavanaugh

3.0 PUBLIC COMMUNICATION ON NON-AGENDA ITEMS

AGENDA

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4.0 ACTION ITEMS

- 4.1 Revised Method Schools Board By-Laws (A)** The Board will be asked to approved the revised Method Schools Board By- Laws

Modifications include Board member monthly stipend of \$250.00 per month.

Motion: Shannon

Second: Steve

Ayes: All

Nays: No

5.0 INFORMATION/DISCUSSION/ACTION

- 5.1 SmartFox Sales Plan** The Board will be presented with a sales plan for the Smart Fox SIS/LMS/Courseware Product

Co-founders are waiting to hear back from attorney on guidance of structural set-up but the Articles of Incorporation have been updated and will be submitted to the State for approval per the Board's consent.

6.0 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.

- 6.1** Approval of Regular Meeting Minutes

6.1.1 December 12, 2017

Motion: Steve

Second: Shannon

Ayes: All

Nays: No

7.0 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.

8.0 ADJOURNMENT 3:15 pm

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December 27, 2017

Page 2



Method Schools Board By-Laws and Articles of Incorporation Changes

By-Laws:

Section 20 of bylaws to be amended to say the following:

Effective January 2018, Trustees and members of committees shall receive compensation of \$250 per month for their services.

Articles of Incorporation:

Method's articles of incorporation currently state the purpose of the organization as:

"The specific purpose of this corporation is to form a network of free charter schools focused on blended learning and other emerging methods."

It's proposed that Method's purpose in the articles of incorporation be changed to:

"The purpose of this corporation is to advance public K-12 education through the development and operation of free public charter schools and the development and dissemination of innovative curriculum, educational tools, and best practices."

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Method Schools Regular Meeting of the Board of Directors

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1.0 CALL TO ORDER 5:10 pm

2.0 ROLL CALL

- A. Board Members present: All
- B. Board Members absent: None
- C. Staff: Mark Holley, Jessica Spallino

3.0 PUBLIC COMMUNICATION ON NON-AGENDA ITEMS

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4.0 REPORTS

- 4.1 Marketing Update: Mark Holley shared marketing plans, enrollment projections, and proposed modifications to Articles of Incorporation
- 4.2 Staffing Update: Jessica Spallino shared WASC Action Plan, Method Code of Culture, PD Plan and coaching, and staffing updates
- 4.3 Product Update: Jessica Spallino and Mark Holley discussed the LMS and SIS development along with attorney guidance on Articles of Incorporation and Bylaws updates to further develop best educational practices

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 **2017-18 1st Interim Reports (A)** The Board will be asked to approved the 2017-18 1st Interims Reports for Method School (#1617), Method Schools K-8 (#1697), Method Schools High School (#1698)

Cory Cavanaugh reported 2017-18 Interim Reports

Motion: Shannon

Second: Steve

Ayes: 5

Nays: 0

- 10.2 **2017-18 Mandate Block Grant Resolution (A)** The Board will be asked to approve Method Resolution 2017-18 -1 for the 2017-18 Mandate Block GrantFunding

Cory Cavanaugh reported the 2017-18 Mandate Block Grant Resolution

Motion: Steve

Second: Carolyn

Ayes: 5

Nays: 0

- 10.3 **2016-17 Audit Report (A)** The Board will be asked to approve the 2016-17 Annual Audit Report for Method Schools as Developed by Clifton Larson Allen, LLP.

Cory Cavanaugh reported the 2016-17 Audit Report

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Motion: Shannon

Second: Carolyn

Ayes: 5

Nays: 0

10.4 Method Complaint Policy (A) The Board will be asked to approve Method's Complaint Policy.

Steve Dorsey suggested the need for the title to be changed to Method's Uniform Complaint Policy

Motion: Steve

Second: Gloria

Ayes: 5

Nays: 0

10.5 Method Promotion & Retention Policy (A) The Board will be asked to approve Method's Promotion and Retention Policy.

Jessica Spallino discussed the Promotion & Retention Policy

Motion: Carolyn

Second: Shannon

Ayes: 5

Nays: 0

11.0 INFORMATION/DISCUSSION/ACTION

11.1 Board Member Stipend (A) The Board will be asked to approve a per-board meeting stipend for Board Members. Mark Holley and Jessica Spallino recommended Board members to receive a stipend monthly for their service to Method Schools.

The Board agreed a monthly stipend in the amount of \$250 per month per 1099 as an independent contractor. Method Schools will modify bylaws to reflect the approved stipend. The Board will approve the revised Bylaw language at the next Method Schools Board meeting. Effective December, 2017.

11.2 2017-18 P-1 Attendance Report (D) The Board will be presented with projections for the 2017- 18 P- 1 Attendance Report for Method School (#1617), Method Schools K-8 (#1697), Method Schools High School (#1698).

Cory Cavanaugh presented the P-1 Reports along with enrollment projections.

11.3 Method School Code (I) The Board will be shown a presentation on Method's School Code.

Jessica Spallino discussed the Method Schools Code of Culture.

11.4 Method Organization Progress & Bonuses (I) The Board will be provided an update on progress towards 2017-18 Organizational Goals and Employee bonuses.

Mark Holley reviewed awarded bonus this school year based on the Boards' approved bonus structure.

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11.5 Partnership: W Athlete Training Center (I) The Board will be provided information on Method's Partnership with W Athlete Training Center.

Mark Holley presented the partnership with the W fitness center that includes a Method teacher that works with students at the Fitness Center each day. Method will present a contract that provides a stipend to the W for students they send to Method Schools.

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

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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.

12.1 Approval of Regular Meeting Minutes

12.1.1 September 13 , 2017

12.2 Warrants for September 2017 – November 2017

Motion: Steve

Second: Shannon

Ayes: 5

Nays: 0

13.0 UPCOMING AGENDA ITEMS

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

- 2017-18 LCAP Discussion
- 2017-18 2nd Interim Reports

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

Meeting adjourned at 6:50 pm.

Next meeting set for 12/27 at 3:00 pm.

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Page 3