

# AGENDA

Method Schools Regular Meeting of the Board of Directors

**Tuesday, September 10th, 2019 6:00 PM**

24620 Jefferson Ave, Murrieta, California

<https://zoom.us/j/569230438> 1-408-638-0968 Meeting ID: 569230438

## 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](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.

### 1.0 CALL TO ORDER 6:04pm

### 2.0 ROLL CALL

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

### 3.0 PUBLIC COMMUNICATION ON NON-AGENDA ITEMS

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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: 1-Traffic to website 2- More relevant traffic, 3- implemented chats, added forms and services hub 4-retention of students; one goal is to increase web traffic with infographics, chat feature, 11 million page views. 1 million sessions; 8 million (75%) have come in the last year. Enrollment is up by 91% compared to last year at this point. Working on customer service, service hub through Smartfox with 2,166 tickets thus far. Tickets mostly resolved within a day, often within minutes.
- 4.2** Staffing Update- Jessica: Method now has more new teachers than veteran teachers, and accordingly we are putting a lot of time into training and building culture, Method standard, setting expectations, enhancing academic plan.
- OKRs: 1- academic growth: I-Ready in place of RENSTAR, intervention curriculum, enforcing (1-90% or higher students show a year or more in growth) (2-85% at the end of each quarter perform at grade level) (3: 40% meet or exceed CAASSP MATH, and 50% in ELA). Performance management based on OKR performance
- 2- student retention: continuing to assess and build programs (1-85% student retention rate at end of school year) surveys sent out per teacher caseload (2-100% of teachers make modifications to program based on survey results) (3-100% of teachers will conduct 1 on 1 meetings weekly with each student in their caseloads) progress monitor check, interventions, tutoring, etc.
- 3-improvement of practices: growth for every staff member, always looking for ways to refine and improve, (1-2 enhancement tools quarterly to help students) (complements: field trips, service learning, tiles, each teacher to bring 4 complements each quarter)
- Note- for the next meeting we will have comprehensive data on first I-Ready results
- 4.3** Product Update-
- 4.4** Financial Report-

## 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 6:22

## 8.0 OPEN SESSION

## 9.0 DISCLOSURE OF CLOSED SESSION ACTIONS

No actions take place

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## 10.0 ACTION ITEMS

**10.1 2018-19 Unaudited Actuals Reports** The Board will be asked to approve the 2018-19 unaudited actuals reports

Cory: Pg 18 summary; shows great growth. Several years of revenue, goal of setting aside 10% each year, responsible growth and no debt, Method saves money by not paying into pension and building own curriculum is a large cost savings.

Motion: Carolyn

Second: Steve

Aye: 4

Nay: 0

**10.2 2018-19 Education Protection Act Expenditure Plan** The Board will be asked to approve the 2018-19 Education Protection Act Expenditure Plan

Motion: Steve

Second: Gloria

Aye: 4

Nay:

**10.3 2018-19 Encumbered Expenditures** The Board will be asked to approve the 2018-19 Encumbered Expenditures

Allocate 19/20 back to 18/19- let auditors know that we have an ongoing project with the curriculum and SIS development, have spent almost all curriculum dollars for this year

Motion: Carolyn

Second: Gloria

Aye: 4

Nay: 0

## 11.0 INFORMATION/DISCUSSION/ACTION

**11.1 Board Policy Manual** The Board will be presented with a draft of the Board Policy Manual for review and discussion

Notes: Presented draft of board policy manual

## 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.

**12.1 Approval of Regular Meeting Minutes**

12.1.1 June 11<sup>th</sup>, 2019

12.1.2 August 20<sup>th</sup>, 2019

12.1.3 Warrants for June 2019-August 2019

12.1.4 Method Check Register for June 2019-August 2019

Motion: Steve

Second: Carolyn

Aye: 4

Nay:0

## 13.0 UPCOMING AGENDA ITEMS

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

Additional policies to be approved and added to Board Policy Manual

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## **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.

Steve suggestion- invite board or staff to (find out name and location of event)

## **16.0 ADJOURNMENT 6:47pm**