

SAN JOSE CONSERVATION CORPS + CHARTER SCHOOL
CHARTER SCHOOL - Board of Directors Meeting MINUTES
Thursday, December 2, 2021
Meeting held via ZOOM

CALL TO ORDER (Time: 7:33 AM)

ROLL CALL

Board Members A= Absent, P = Present

P	Liz Hunt (President)	P	Sandra Murillo (Past President)	P	Leslie Brown
P	Ramon Zaragoza (Vice President)	P	Jim Stoch	P	John Medina
P	Bedriye Usta (Treasurer)	A	Steve Lopes	P	Chris Cruz
P	Brenda Herrmann (Secretary)	P	Hamid Saadat	A	Alex Webb

Staff Present: Dorsey Moore, Jaime Croteau, Janeth Beltran, Kim Nguyen, Rahul Sharma, & Sheila Lau

Guest Present: Deryk Clark, Michelle Retana, & Sonia Avitia

I. APPROVAL OF AGENDA

On a motion made by Hamid and seconded by Brenda, the Board unanimously approved the meeting agenda with changes requested by Liz to correct the spelling of Sonia and Michelle's names, and also to remove the annual financial audit from the Board updates. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, & Sandra.

II. APPROVAL OF VIRTUAL MEETING

On a motion made by Hamid and seconded by Ramon, the Board reconsidered the circumstances of the emergency, and because the state of the emergency continues to directly impact the ability of Board members to meet safely in person, the Board unanimously approved to continue to meet virtually. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, & Sandra.

III. PUBLIC COMMENT

There were no public comments on items not on the agenda.

IV. CONSENT AGENDA

On a motion made by Hamid and seconded by Sandra, the board unanimously approved the November 4, 2021 Charter School Board Meeting Minutes and the Charter School October 2021 Financial Report. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, Ramon, & Sandra.

V. REVIEW & DISCUSSION

There were no public comments on agenda items.

A. Board Updates – Liz Hunt

1. *Recruitment of New Board Members* – Sonia Avitia, Michelle Retana & Deryk Clark attended today's meeting as prospective Board members. Sonia shared that she has known of SJCC+CS for a long time. She is very happy to be connected with the work of the tiny homes and the changes the organization is doing. Michelle shared that she works for Santa Clara County working with those who experience homelessness. She refers her clients to SJCC+CS. Deryk shared that he has seen the positive impact that the SJCC+CS has made on the community.
2. *Strategic planning* – Jaime provided an update on the strategic planning timeline. There are 4 topics: Program and Position Assessment, Logistics, Planning, and Approval and Implementation. The Strategic Planning Committee will organize exercises and retreats to help develop strategies and finalize missions and values.
3. *Brown Act (BA) Compliance* - Charter School Board meetings need to follow the BA unless they meet 4 criteria.
4. *Grievance Policy & Procedure* – The HR committee sent the policy to the lawyer for review.
5. *Diversity, equity, and inclusion work* – The HR Committee is currently on phase 2 with Trusaic, which is gathering data and looking at wage influencing factors.
6. **APPROVAL OF 403B Plan** - Sandra stated that the HR Committee and Kim have been working with a CPA consultant to develop the 403B plan. We chose Mutual of America because they are experienced in working with other Corps. There are 94 staff & 44 corps members who are eligible for 403B. Mutual of America will be educating all staff and corps members.
 - a) On a motion made by Hamid and seconded by Brenda, the Board unanimously approved the 403B Plan with Mutual of America. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, Ramon, & Sandra.

7. **APPROVAL OF First Interim Charter School Budget** – Kim provided a detailed explanation of the reduced revenue and expenses to show the profit and loss of budgeting for an ADA of 135.
 - a) On a motion made by Brenda and seconded by Hamid, the Board unanimously approved the First Interim Charter School Budget. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, Ramon, & Sandra.
8. **APPROVAL OF Educator Effectiveness Funds Plan** – Rahul reported that the school will be using the Educator Effectiveness Funds we received to partner with Be The Change Consulting to offer professional development, capacity building, and staff one-on-one coaching.
 - a) On a motion made by Sandra and seconded by Hamid, the Board unanimously approved the Educator Effectiveness Funds Plan. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, Ramon, & Sandra.

VI. Principal Report – Rahul Sharma, Principal

- A. Rahul reported that the ADA is currently at 100.5 with a 77.12% in attendance. The Charter School hosted its second Community Day Festival on November 10th. Compassion Bridges donated \$1,500 in Gift Cards to our students who made Honor Roll and perfect attendance.

VII. Head of School Report – Dorsey Moore, Head of School.

- A. Dorsey did not have anything to report.

VIII. APPROVAL OF NEW BOARD MEMBERS

- A. Liz asked the three prospective Board members to leave the meeting so that Board members could vote on their membership.
- B. On a motion made by Hamid and seconded by Sandra, the Board unanimously approved Sonia Avitia to join the Board. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, Ramon, & Sandra.
- C. On a motion made by Chris and seconded by Jim, the Board unanimously approved Michelle Retana to join the Board. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, Ramon, & Sandra.
- D. On a motion made by Jim and seconded by Chris, the Board unanimously approved Deryk Clark to join the Board. Vote: Aye from Bedriye, Brenda, Chris, Hamid, Jim, John, Leslie, Liz, Ramon, & Sandra.
- E. Sonia, Michelle and Deryk rejoined the Board meeting and were welcomed by the Board.

IX. Next Board Meeting - Thursday, February 3rd at 7:30 AM

On a motion made by Hamid and seconded by Jim, the Board unanimously approved to have a virtual Board meeting on February 3, 2022. Vote: Aye from Bedriye, Brenda, Chris, Deryk, Hamid, Jim, John, Leslie, Liz, Michelle, Ramon, Sandra, & Sonia.

ADJOURNMENT (Time: 8:42 AM)