

SAN JOSE CONSERVATION CORPS + CHARTER SCHOOL
Board of Directors - ANNUAL Meeting Minutes
Thursday, June 2, 2022
Meeting held via ZOOM

CALL TO ORDER (Time: 7:34 AM)

ROLL CALL

Board Members A= Absent, P=Present

| | | | | | |
|---|---------------------------------|---|--------------|---|-----------------|
| P | Liz Hunt (President) | A | John Medina | P | Alex Webb |
| P | Ramon Zaragoza (Vice President) | P | Steve Lopes | P | Deryk Clark |
| P | Bedriye Usta (Treasurer) | P | Hamid Saadat | A | Michelle Retana |
| P | Brenda Herrmann (Secretary) | P | Leslie Brown | | |
| P | Sandra Murillo (Past President) | A | Chris Cruz | | |

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

I. APPROVAL OF AGENDA

On a motion made by Alex and seconded by Hamid, the Board approved the meeting agenda with no changes. Vote: Aye by Alex, Bedriye, Brenda, Deryk, Hamid, Leslie, Liz, Sandra, and Steve.

II. APPROVAL OF VIRTUAL MEETING

On a motion made by Sandra 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 approved to continue to meet virtually. Vote: Aye by Alex, Bedriye, Brenda, Deryk, Hamid, Leslie, Liz, Sandra, and Steve.

III. PUBLIC COMMENT

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

IV. APPROVAL OF CONSENT AGENDA

On a motion made by Hamid and seconded by Alex, the Board approved the May 5, 2022 Board meeting minutes; the San Jose Conservation Corps April 2022 Financial report; the Charter School April 2022 Financial report; and the FY2022-23 Board Committee List. Vote: Aye by Alex, Bedriye, Brenda, Deryk, Hamid, Leslie, Liz, Sandra, and Steve.

V. BOARD COMMITTEE UPDATES

There were no public comments on agenda items.

A. Executive Committee

1. **Bylaws** - Liz reported that some changes have been provided by the pro bono lawyers but there is still more work to be done.
2. **Board members** - Sonia Avitia recently resigned from the Board. We currently have 13 members and need to look for additional members who have experience in education, legal, Human Resources, and real estate.

B. Governance Committee

1. **APPROVAL OF BOARD MEMBER TERM RENEWALS** - The Board recommended extending Board member terms for another 3 years for Bedriye Usta, Hamid Saadat, John Medina, Ramon Zaragoza, & Steve Lopes. On a motion made by Alex and seconded by Sandra, the Board approved the Board Member Term Renewals for all five members. Vote: Aye by Alex, Bedriye, Brenda, Deryk, Hamid, John, Leslie, Liz, Sandra, and Steve.

C. Charter School Committee

1. **Principal's Report** - Rahul reported that today is the last day of school. The Graduation will be on Fri 6/3 at Overfelt High School's football field, from 10:30 - 12:30. County Supervisor Cindy Chavez will be the commencement speaker. There are 113 graduates this year!
2. **Presentation: LCAP Overview** - Rahul presented information on the Local Control and Accountability Plan for the Charter School. It displays the three-year plan that began last summer. The goals have not changed. The Board will vote to approve at the next Board meeting.
3. **Presentation: LCFF Overview** - Kim presented information on the Local Control Funding Formula for the Charter School. The Board will vote to approve at the next Board meeting.
4. **Head of School Report** - Dorsey wanted to give a special acknowledgment to Rahul and the Charter School team for getting through the school year. We will have an Assistant Principal providing Rahul support starting next school year.

D. Human Resources Committee

1. **Diversity, Equity, and Inclusion Work** - Sandra reported that the DEI report is still in progress.
2. **Policies and Procedures** – Liz stated that a Whistleblower policy was created and will be implemented by staff. The Grievance policy and procedure is being finalized.

E. Finance Committee - Kim reported that there were no additional updates.

F. New Business Development Committee - Steve reported that the construction of Tiny Homes has slowed due to pending city permits.

VI. CEO Report - Dorsey Moore and others reported the following:

- A. **Strategic Planning Update** - Jaime reported that a group of corpsmembers met to work on the mission and vision.
- B. **Annual Luncheon – Friday, September 30th, 11:30 – 1:30 pm**, 1560 Berger Drive. This event will be a celebration, recognition of partners and youth advocates, and fundraiser for SJCC+CS. The event will be in-person.
- C. We have hired Sonia Avitia as the new VP of Administration and an HR Manager will be starting with us, both during the week of June 13th.
- D. County Parks and Rec highlighted working with the San Jose Conservation Corps. Alex Lopez was able to speak on our behalf.
- E. Dorsey thanked everyone who was able to attend the Spring Social.
- F. Stedman Graham was at the Berger Office last week, and Mark Lazzarini and Mauricio Mejia were able to come by to share about our program.
- G. Mary Bravo has resigned and transitioned out of the organization. She has had a major impact on our organization in many ways through the YouthBuild AmeriCorps Program, Corpsmember Development, and Staff Development.

VII. CLOSED SESSION

- A. **FOR APPROVAL: SALARY STUDY COMPENSATION PROJECT** - Liz presented information on the creation of new pay ranges for all staff positions that was based on market research. The Board requested more time to study the information and will vote to approve at the next meeting.
- B. *Report on CEO Performance Evaluation* - The Board President reported on the CEO's performance evaluation and compensation package.

VIII. OPEN SESSION at 9:11 am - The Board President reported that the Board will review the information about the new pay ranges and vote on them at the next meeting. The Board President reported that she presented information about the CEO's performance evaluation to the Board and that no vote was required.

IX. Next Board Meeting - Tuesday, June 28th at 7:30 am.

On a motion made by Hamid and seconded by Alex, the Board approved having a virtual Board meeting on June 28, 2022. Vote: Aye by Alex, Bedriye, Brenda, Deryk, Hamid, Leslie, Liz, Sandra, and Steve.

ADJOURNMENT: (Time: 9:12 am)