

SAN JOSE CONSERVATION CORPS + CHARTER SCHOOL

Board of Directors - Meeting Minutes

Thursday, September 1, 2022, 7:30 - 9:00 am

Meeting held via Zoom

CALL TO ORDER (Time: 7:33 AM)

ROLL CALL (as noted below)

Board Members

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

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

I. APPROVAL OF AGENDA

- A. Liz announced that an item needed to be added after the agenda had been posted: Approval of the SELPA Special Education Policy and moving Item D after G. On a motion made by Hamid and seconded by Alex, the Board approved adding the SELPA to the meeting's agenda. Vote: Aye from Alex, Brenda, Bedriye, Hamid, John, Leslie, Liz, & Sandra.
- B. On a motion made by Alex and seconded by Hamid, the Board approved the meeting agenda with the addition of the approval of the SELPA Policy. Vote: Aye from Alex, Brenda, Bedriye, Hamid, John, Leslie, Liz, & Sandra.

II. APPROVAL OF VIRTUAL MEETING

On a motion made by Alex and seconded by Sandra, 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 from Alex, Brenda, Bedriye, Hamid, John, Leslie, Liz, & Sandra.

III. PUBLIC COMMENT

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

IV. APPROVAL OF CONSENT AGENDA

On a motion made by Alex and seconded by Hamid, the Board approved the June 28, 2022 Board meeting minutes. Vote: Aye from Alex, Brenda, Bedriye, Hamid, John, Leslie, Liz, Ramon, Sandra & Steve.

V. BOARD COMMITTEE UPDATES

There were no public comments on agenda items.

A. Executive Committee - Liz Hunt

1. Three Year Strategic Plan-

- The organization's new mission is: SJCC+CS develops young adults to create transformational change for our community and our planet.
- The new vision is: A hopeful and sustainable community that nurtures the aspirations of all young people.
- The values are: Respect; Education and Development; Safety; Empathy; and Equity and Inclusion.
- The organization's motto is "Service to Self, Service to Community, Service to Environment."

B. Governance Committee

1. **Board Work Plan Accomplishments FY21-22** - Liz presented the Board's accomplishments and changes for FY 2021-22 and the draft Board Work Plan for FY 2022-23.
2. **Board Self-Assessment** - Survey was sent out on 8/22 and was to be completed *by Mon 8/29*. If you have not completed it yet, please complete it by tonight. Results will be presented at the 10/6 Board meeting & items will be added to the FY 2022-23 Board Work Plan.
3. **New Board Members** - All committees are now complete. A Board member with HR experience will be returning to the Board. Board members with real estate, charter schools, and legal expertise are needed.

C. Charter School Committee

1. **Principal's Report** - Rahul reported that the current ADA is at 124.9, and the enrollment is at 180 students. We are hovering over 80% attendance. We have five new staff members at the Charter School, and we have one open administrative assistant position open. Our first back-to-school night was a huge success! We have a partnership with a health van and a vision van to provide free services to all corpmembers.
2. **APPROVAL OF Board Policy: Independent Studies.** Language was added to comply with Assembly Bill 181. On a motion made by Brenda and seconded by Alex, Vote: Aye from Alex, Brenda, Bedriye,

Hamid, John, Leslie, Liz, Ramon, Sandra & Steve.

3. **APPROVAL OF SELPA: Special Education Policy** - This policy would allow us to use their special education policies and regulations. There was a revision back in October 2021 that needs approval. On a motion made by Hamid and seconded by Brenda, the Board approved the SELPA Policy. Vote: Aye from Alex, Brenda, Bedriye, Hamid, John, Leslie, Liz, Ramon, Sandra & Steve.
4. **Head of School Report** - Dorsey shared that there's a new energy at the Charter School. A great job to the team that Rahul set up! The Mayor visited the Senter campus last week, we are trying to initiate the lease extension this year.

D. Human Resources Committee

1. **Diversity, Equity, and Inclusion (DEI) Work Update** - Janeth reported that the DEI initial results from the July data were sent in yesterday. The next steps are to review the salary equity study and create any action items.

E. Finance Committee

1. **Presentation: FY 2021-22 Unaudited Financials for Corps and Charter School** - Kim presented the changes and the calculations for the Hold Harmless for FY 21-22.
2. **APPROVAL OF FY 2021-22 Unaudited Financial for Charter School** - On a motion made by Alex and seconded by Sandra, the Board approved the FY 2021-22 Unaudited Financials for Charter School. Vote: Aye from Alex, Brenda, Bedriye, Hamid, John, Leslie, Liz, Ramon, Sandra & Steve.

F. Fundraising Committee

1. **Annual Luncheon** – Friday, **September 30th, 11:30 – 1:30 pm**, 1560 Berger Drive. This will be an in-person celebration, recognition of partners and youth advocates, and a fundraiser for SJCC+CS. We would like 100% participation by Board members.
2. Leslie shared that this time is used to celebrate the accomplishments of the corpsmembers, the donators, and contributors. This is also time for fundraising! There are different levels of sponsorships. If some companies and organizations would like to support through sponsorship, please contact Jaime Croteau directly.

- G. New Business Development Committee** - Steve reported that the committee had been off, and the next meeting is on September 20th. Dorsey also took some time off and had no updates at this time.

VI. CEO Report - Dorsey shared the staff retreat highlight video. It was a great getaway and time to build relationships. Special shoutout to Sheila, Andrea, and Jaime for pulling this together. Acknowledgment to Rahul for flexing the schedule to allow the Charter School staff to attend. Thank you, Liz, for joining us as well. All the Comms Team received Oscar Awards for making such an improvement in our social media. Rahul shared that there's a volunteering opportunity to beautify the Senter Campus on Oct 8th and 9th. Resilience Corps 1 is getting extended, and Resilience 2.0 is in the beginning stages. Shelter operations ended back in June. Food Security is running until we run out of funding. There was an introductory meeting for a City Audit last week. Manny Cardenas started yesterday! Robert Walker was hired as the VP of Social Enterprise, he has worked for Goodwill. Sonia Avitia is no longer with us. Dorsey expressed gratitude as Sheila is moving on to be an Executive Assistant for Andrea Urton. Tremendous job and gratitude for her work and ability to jump into any given task.

VII. Next Board Meeting - Thursday, October 6th at 7:30 am.

On a motion made by Hamid and seconded by Brenda, the Board approved that the next Board meeting would be held virtually. Vote: Aye from Brenda, Bedriye, Hamid, John, Leslie, Liz, Ramon, Sandra & Steve.

Adjournment (Time: 8:46 AM)