



CABRILLO POINT ACADEMY

13915 Danielson St., #200, Poway, California 92064

Phone (619) 404-3190 * Fax (619) 749-1792

Regular Scheduled Board Meeting – Cabrillo Point Academy

October 29, 2020 – 1:00 pm

3152 Red Hill Ave., #150, Costa Mesa, CA 92626

Attendance: Caroline Moon, Sherri McFadden, Lisa Rumsey, Gloria Antonini, Natasha Brunstetter
Through Teleconference

Also Present: Jenna Lorge, Erika Vanderspek
Through Teleconference

Call to Order

Caroline Moon called the meeting to order at 1:01pm.

Approval of the Agenda

Natasha Brunstetter motioned to approve the agenda. Gloria Antonini seconded.

-Unanimous

Public Comments

Vanessa Brookman watched the Brown Act training at the last board meeting in which it was stated that employees should not be considered as board members because that would be a conflict of interest, but Vanessa would like the board to consider that board members who are parents using enrichment funds could be considered a conflict of interest and should recuse themselves from actions regarding funds.

Board Training – Legislative Updates

Greta Proctor, Partner from Procopio law firm, presented the board with a legislative update training session.

- a. AB 1505 - The board was encouraged to inquire as to whether the authorizing district has an AB 1505 policy.
- b. AB 1507 - It was encouraged that Cabrillo look into whether it is designated as a low, middle, or high track school.
- c. SB 98 – Full funding but deferrals. Schools that have more local funding from property taxes will feel it less than low-income areas. Should look 12 months out on cash flow. Application for exemptions to deferrals is due in December but may be hard to get. Freezes ADA at Feb 29, 2020 for 20-21. Harms schools that are growing.
- d. SB 820 – Did not provide any relief to growing non-classroom based schools.

Caroline asked if NCB schools who were under their enrollment of February 29 would still get funded at the February 29 amount. Greta said yes, they would be held harmless.

- e. SB 75 – Requires charters to post a complaint form on the website and provide it at 3 points in time (when a parent asks about enrolling in your school, when you conduct lottery, and if disenrolling them). Failure to serve all students is a basis for non-renewal. LCAP needs to be posted prominently on the website. If 10% or more of your students speak a language other than English, then school items should be translated.
- f. SB 126 – Compliance with Brown Act, PRA, Conflict of Interest Code
- g. AB 992 – Board members should not reply or “like” or interact with other board members’ on social media in school sponsored social media accounts or discuss with each other school-related issues on personal social media pages.
- h. SB 98 amendment to Ed Code 56345 – need to indicate the next annual/triennial evaluation, need to indicate emergency conditions on the IEP
- i. AB 1172 – Need to conduct an on-site visit and monitoring of Residential Treatment Centers and file report with CDE
- j. COVID 19 Challenges for SPED – schools are operating under mostly normal requirements but facing challenges for implementing; document anything you can’t offer under COVID restrictions and offer in a compensatory manner. Caroline asked how does a county moving into a more restrictive tier effect what services can be provided. Can they continue offering services? Greta responded that your high need students can be served regardless of tier. Schools can do some level of cohorting or one-on-one to serve the high-need students. SELPAs were notified by CDE that CDE will look at what is due to students in terms of compensatory education, how many IEP meetings are overdue, and need to see progress being made. Caroline asked about the added language regarding emergency condition if it gets added immediately or as their IEP gets renewed. Greta confirmed it needs to go into all new IEPs and when the IEP is due.
- k. Re-opening Guidance – Start with County Department of Health, consider staff
- l. SB 1383 – Significant extension of paid family leave, must provide protected leave, types and lengths are expanded in various ways
- m. AB 685 – If receive notice of COVID-19 exposure, must notify all employees on worksite of potential exposure within 1 business day.
- n. AB 1350 – Retroactively grant diploma with board resolution

- o. SB 276 and SB 714 – Tightens up the medical exemption form to be submitted in the state database
- p. AB 1384 – Didn't pass, no statutory protection for exposures at school, adhere to the state and county guidelines

Closed Session - Conference with Legal Counsel - Anticipated Litigation (One Case) § 54956.9

Caroline Moon motioned to enter closed session at 2:01pm. Lisa Rumsey seconded.

-Unanimous

Caroline Moon motioned to leave closed session at 2:29pm. Natasha Brunstetter seconded.

-Unanimous

Caroline Moon reported that an ad-hoc committee was created.

Senior Director's Report

- a. October Professional Development
- b. Testing Update – Physical Fitness Test canceled for the year; CAASPP updates to be determined
- c. ELAC – Committee created and meeting held
- d. Staffing – 3 new teachers, 1 vendor specialist, 1 accounting specialist
- e. COVID Update – In Person will continue in Orange and San Diego
- f. SPED – ERMHS check and balances

Discussion and Potential Action on the July Special Board Meeting and September Board

Meeting Minutes

Lisa Rumsey motioned to approve the minutes. Gloria Antonini seconded.

-Unanimous

Discussion and Potential Action on the September Financials

- a. In compliance with SB 740
- b. Increase in revenue due to Learning Loss Mitigation Funds
- c. Cash issues from deferrals anticipated to impact next fiscal year; will apply for the December exemption due December 15
- d. Due To/From has 3 entities (Inspire – LA, Provenance, and Granite Mountain)
- e. Other balances from related entities were paid and collected in October.
- f. Budget Forecast includes current year plus next 2 years. Sherri asked about if we can get a 12 month cash flow projection.

Caroline Moon motioned to approve the September Financials. Sherri McFadden seconded.

-Unanimous

Discussion on the Charter School Capital Presentation

Tricia Blum and Shausta Eckland presented to the board about solutions Charter School Capital can offer. 36% of FY21 LCFF will be deferred to FY22. Sherri asked with a higher rate how is it that CSC is cheaper. Tricia responded that it is the timing of the release of funds. A line of credit is for a set amount of time. With CSC, it is not a set amount of time. If CSC purchases a receivable 45 days out, you're paying 4.99% on that period of time, not the entire calendar year. When it gets paid, CSC redeems that LCFF. Newly released rate is 5.99%, which is down from 7.99% and a no cost February deferral financing.

Discussion and Potential Action on Invoices over \$100,000

Sherri McFadden motioned to approve. Natasha Brunstetter seconded.

-Unanimous

Discussion and Potential Action on the Landlord Consent to Sub Lease Agreement

The board was presented with the landlord consent to sublease the 3 suites in Poway that Cabrillo holds the lease to with Mission Vista Academy and Pacific Coast Academy for housing the shared staff and operations. Sherri asked how the fees would be split, which is explained in the next agenda item.

Sherri McFadden motioned to approve. Caroline Moon seconded.

-Unanimous

Discussion and Potential Action on the Sublease and Shared Use Agreement

The board was presented with the shared use agreement terms, how the rent and utilities would be split, and how fees would be collected from the subtenants, Mission Vista Academy and Pacific Coast Academy. Suites 200 and 101 will be split 33.33% by all 3 schools. PCA will pay 100% of suite 103. The payments for July through November will be invoiced in bulk, then remitted on a monthly basis.

Natasha Brunstetter motioned to approve. Lisa Rumsey seconded.

-Unanimous

Discussion and Potential Action on the Fiscal Policies and Procedures

Jenna presented updates to the Fiscal Policies and Procedures which were updated to reflect senior director expense process and align the expense reimbursement policy and sale/disposal of surplus property.

Lisa Rumsey motioned. Gloria Antonini seconded.

-Unanimous

Discussion and Potential Action on the Compensation Policy

The Compensation Policy was updated to include the Academic Decathlon/Pentathlon advisor stipend. The advisor supports students in the 3 schools and the stipend of \$2500 will be split by the 3 schools.

Sherry McFadden motioned to approve. Natasha Brunstetter seconded.

-Unanimous

Discussion and Potential Action on the Expense Reimbursement Policy

The expense reimbursement policy has been updated to include the amounts and processes for staff reimbursement. Sherry McFadden asked what an example would be when the school might establish a varying stipend amount. This may depend on employee position, work assignment, and job demands. Lisa Rumsey asked if this policy needs to include reimbursement for airfare in the event a special education administrator needs to travel to check on a residential placement. Jenna and Erika will look into seeing if that should be added.

Natasha Brunstetter motioned to approve. Lisa Rumsey seconded.

-Unanimous

Discussion and Potential Action on the SELPA Participation Agreement

Cabrillo Point Academy is a member of the El Dorado Charter SELPA. The SELPA made changes to the participation agreement that was already approved to align with the most recent legislative changes.

Lisa Rumsey motioned to approve. Gloria Antonini seconded.

-Unanimous

Discussion and Potential Action on the SELPA Local Plan Section B

The SELPA must create a local plan each year and disclose it publically. Each member school approves the local plan.

Caroline Moon motioned to approve. Natasha Brunstetter seconded.

-Unanimous

Discussion and Potential Action on the 2020-2021 Extended School Year Dates

Extended school year is to be 20 days. The proposed dates for extended school year for special education students who qualify will be June 8-July 5, 2021.

Sherry McFadden motioned to approve. Lisa Rumsey seconded.

-Unanimous

Discussion and Potential Action on CAC Representative

Dr. Ian Sayer explained the CAC is a group formed that advises the SELPA about the special education local plan and priorities to inform the SELPA of the parent point of view. Tara Long is both a parent of Cabrillo Point Academy students and a teacher with Cabrillo who will bring a great parent perspective.

Sherry McFadden motioned to approve. Natasha Brunstetter seconded.

-Unanimous

Discussion and Potential Action on Sale and Disposal of Surplus Property Policy

12. Discussion and Potential Action on the Residency Policy
13. Discussion and Potential Action on the Registration of Visitors/Guests Policy
14. Discussion and Potential Action on the Title IX Policy
15. Announcement of Next Regular Scheduled Board Meeting
16. Adjournment

Prepared by:
Erika Vanderspek

Noted by:


[Lisa Rumsey \(Nov 20, 2020 09:59 PST\)](#)

Board Secretary

Public comment rules: Members of the public may address the Board on agenda or non-agenda items either in person through the teleconference platform, zoom. Zoom does not require the members of the public to have an account or login. Any person on zoom wishing to speak please either utilize the chat option to communicate with the administrative team your desire to address the board or simply communicate orally your desire to address the board when the board asks for public comments. Speakers may be called in the order that requests are received. We ask that comments are limited to 2 minutes each, with no more than 15 minutes per single topic so that as many people as possible may be heard. If a member of the public utilizes a translator to address the board, those individuals are allotted 4 minutes each. If the board utilizes simultaneous translation equipment in a manner that allows the board to hear the translated public testimony simultaneously, those individuals are allotted 2 minutes each. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to school staff or calendar the issue for future discussion.

Note: Cabrillo Point Academy Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Governing Board Office at 951-290-3013 at least 48 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)).