



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

March 25, 2021 – 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 1:01 pm.

Approval of the Agenda

- Sherri McFadden motioned to approve the agenda.
- Lisa Rumsey seconded.
- Unanimous

Public Comments

No public comments.

Closed Session –

Caroline Moon motioned to enter closed session at 1:04 pm. Natasha Brunstetter seconded.

-Unanimous

a. Employee Performance Evaluation: Senior Director

b. Conference with Legal Counsel – Anticipated Litigation (One Case) § 54956.9

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

-Unanimous

No action taken: Employee Performance Evaluation: Senior Director

No action taken.

Discussion and Potential Action on the February Regular Board Meeting Minutes

Lisa Rumsey motioned to approve the February Regular Board Meeting Minutes. Gloria Antonini seconded.

-Unanimous

Discussion and Potential Action on the March Special Board Meeting Minutes

Lisa Rumsey motioned to approve the March Special Board Meeting Minutes. Natasha Brunstetter seconded.

-Unanimous

Discussion and Potential Action on the Renewal/Non-Renewal of the Educational and Support Services Agreement with Provenance

Caroline Moon motioned to not renew the Educational and Support Services Agreement with Provenance. Sherri McFadden seconded.

-Unanimous

Discussion and Potential Action on the February Financials

- a. Annual Projected Revenue – exceeds budget, \$805k
- b. Annual Projected Expenses – exceeds budget, \$260k. Salary forecast based on staffing as of 2/28.
- c. Annual Projected Surplus - \$545k, includes additional CAREs Act revenue
- d. SB740 Requirements – In compliance
- e. ADA forecast is 4506
- f. In compliance SB740
- g. Fund Balance – Ending fund balance exceeds State requirements. Year-end surplus forecasted at 4.31% of total expenses.
- h. Cash Balance – 2/28 cash balance: \$4.8M. Remains positive at year end and over budget. Next projected factoring \$4M (April). State payment and deferrals and ongoing economic uncertainty influence 2020/21 planning.
- i. Entity Balances – Still three entities listed under the due to/from section of the balance sheet and one entity in the receivables.
- j. 12 Month Cash – Cash projected as positive for next 12 months. Cash deferrals are reflected in the projections. PPP still added to the projections until official forgiveness received \$4.1M.

- Lisa Rumsey motioned to approve the February Financials. Gloria Antonini seconded.

-Unanimous

Discussion and Potential Action on the 2019-2020 Audit Report

Type of auditor's report issued is Unmodified.

Sherri McFadden motioned to approve the Audit Report. Caroline Moon seconded.

-Unanimous

Senior Director's Report

- a. Family Liaisons are handling social media monitoring. Have started Parent Support Pods. They are holding Coffee and Conversations monthly online.
- b. Curriculum Roadshow for High School – 45 families attended. Successful event.
- c. Virtual Field Trips: through the month of May. Something for all grade levels.
- d. 2021-2022 Enrollment: Intent to Re-enroll survey sent to current families. Preparing for lottery.
- e. State Testing: Window is open. Teachers working with their families. Almost 2800 students to test. Most tests will be conducted remotely. Plan in place for students who need technology to complete testing.
- f. Staffing Update – Hired Lauren Corson – Enrichment Specialist

g. Intervention and Student Support: Janet Ho presented. 74 students participated in Math Intervention through Department. 97 students participated in Reading Intervention. Reviewed growth in Star Math and Reading from Fall to Winter which showed some improvement and will address why some aren't growing and how Cabrillo can help them.

Discussion and Potential Action on the Comprehensive Safety Plan

Sherri McFadden questions:

- asked about the specific drug Soma and why not all drugs. Shouldn't this be more general? There is a suspension code for Soma which is why it is mentioned specifically.
 - asked for clarification on Ed Code 48915, page 102. The rules about this don't seem to be defined well. Should we define where the bullying takes place a little better?
 - same question about Ed Code 48900. We would refer back to Cabrillo's policy in regards to this.
 - there is some confusion about expulsion of firearms and imitation firearms.
 - page 97, #8 Purposefully limiting a student's access to educational tools. Why is this one listed under types of conduct which are prohibited. Item needs to be defined more clearly. Erika responded this is under Title IX.
 - Mental Health Guidelines pg. 106, 1st and 2nd paragraphs repeat themselves on page 107.
- Natasha Brunstetter motioned to approve the Comprehensive Safety Plan with review of possible changes mentioned above. Lisa Rumsey seconded.
- Unanimous

Discussion and Potential Action on the Vendor Agreement

Sherri McFadden questions:

- Asked for clarification on page 4, f. No Volunteering or Fees section. Cabrillo does not want the families to have to pay any additional fees out of pocket, like registration fees.
 - Why is the vendor website a requirement for vendors? Seems like a huge hurdle for small vendors. Is it possible current vendors could be grandfathered in? Erika responded this is a common practice for other charter schools. The services need to be made available to the public, not just Cabrillo students.
 - Exhibit B – regarding the checklist, will it affect their status if they don't check off all items? Erika: no, just for our records.
- Caroline Moon motioned to approve the Vendor Agreement. Lisa Rumsey seconded.
- Unanimous

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

- a. Provenance – April 2021 Services
 - b. School Pathways – 2021-2022 Services
- Sherri McFadden motioned to approve the Provenance April 2021 Services and School Pathways Invoices, with option to adjust based on enrollment. Gloria Antonini seconded.
- Unanimous

Discussion and Potential Action on the Public Random Drawing/Lottery Policy

Question: can we require 5 days deadline of signing the Master Agreement beginning in July?

Caroline Moon motioned to approve the Public Random Drawing/Lottery. Lisa Rumsey seconded.

-Unanimous

Discussion and Potential Action on the NON-ADA Summer School Resolution

Liz Palmitir presented Summer School options for students in 9th-12th grade who are credit deficient.

- Sherri McFadden motioned to approve the NON-ADA Summer School Resolution. Natasha Brunstetter seconded.

-Unanimous

Discussion and Potential Action on the Student Awards Resolution

Liz Palmitir presented Student Awards program. No award will be more than \$200. Awards are for National Honor Society and National Junior Honor Society, Salutatorian, Valedictorian.

Sherri McFadden asked about the \$200 amount being too large. The \$200 is Ed Code 44015.

- Caroline motioned to approve the Student Awards Resolution

- Natasha Brunstetter seconded.

-Unanimous

Discussion and Potential Action on the 2021-2022 Calendars

-Caroline Moon motioned to approve the 2021-2022 Calendars, with removal of the 10/6 Holiday on the first calendar.

-Sherri McFadden seconded.

-Unanimous

Discussion and Potential Action on Facilities Agreements

a. Records Storage

b. Additional Office Space

-Sherri McFadden motioned to approve the Facilities Agreements.

-Natasha Brunstetter seconded.

-Unanimous

Announcement of Next Regular Scheduled Board Meeting

April 29, 2021 @ 1:00 pm

Adjournment

Caroline Moon motioned to adjourn at 4:23 pm. Sherri McFadden seconded.

-Unanimous

Prepared by:

Lisa Rumsey

Noted by:

Lisa Rumsey

Lisa Rumsey (Apr 29, 2021 16:04 PDT)

Board Secretary


5a. Cabrillo March 25 2021 Regular Board Mtg.docx (1)


Final Audit Report


2021-04-29


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