



## **CABRILLO POINT ACADEMY**

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

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### **Regular Scheduled Board Meeting – Cabrillo Point Academy**

April 28, 2022 – 4:00pm

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

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

Also Present: Jenna Lorge, Erika Vanderspek  
Through Teleconference

### **Call to Order**

Caroline Moon called the meeting to order at 4:02 pm.

### **Approval of the Agenda**

- Sherri McFadden motioned to approve the agenda with changing the Item # 20 Closed session to one case instead of two
- Natasha Brunstetter seconded.
- Unanimous

### **Discussion and Potential Action on Resolution for Continuing School Board Authority to Hold Virtual Meetings Pursuant to AB 361**

- Natasha Brunstetter motioned to approve the Resolution for Continuing School Board Authority to Hold Virtual Meetings Pursuant to AB 361
- Sherri McFadden seconded.
- Unanimous

### **Public Comments**

No public comments.

### **Discussion of Charter School Oversight Process and Role of the Charter School Board**

Dr. Patterson presented to the Board. He indicated that the charter oversight process includes four key questions that guide the work:

- Is the school's educational program a success?
- Is the school financially viable?
- Is the school operating and governed effectively?
- Is the school serving public policy purposes?

### **Senior Director's Report**

- a. Graduation: cohort rate has increased significantly over last 3 years to 93%.
- b. Assessments: #'s are increasing, making progress. Improvement is still needed.
- c. 31% of English Language Learners scored Proficient on the ELPAC and 9% were reclassified in 2021.

- d. College & Career: 24 passed at least one semester of college credit course work; 18% passed at least 2 semesters of college credit course work.
- e. Promotion & Graduation May 24, 4pm Pearson Amphitheater Anaheim for high school
- f. Testing updates: ELPAC successfully tested 100% of our eligible students. CAASPP working towards 95% completion goal. Currently at 85.8%. STAR 360 Spring window launched this week.
- g. Enrollment update: currently 4222. Letter of Intent completed: 3193. Current interest list is open. Open Enrollment is from April 1 to April 30, 2022.
- h. Parent Engagement Opportunities presented
- i. New Hires – 4 new hires announced

**Discussion and Potential Action on the March Financials (Including the February Check Register)**

- a. P2 ADA is now known – 4,123
- b. Revenue increased \$400K from 2<sup>nd</sup> interim. State aid revenue increased by \$187K. \$25K additional State SPED due to increased ADA. \$118K for final 20% of Educator Effectiveness Block Grant. \$80K added for SPED Mental Health funding.
- c. Expenses decreased by \$1.5M from 2<sup>nd</sup> interim. Salaries and Benefits decreased by \$265K. \$1.3M removed from supplies and services for unspent student funds.
- d. YE Surplus is projected at \$4.9M (additional expenses are needed and will lower the actual YE surplus)
- e. Cash balance end of year: \$9.5M
- f. Compliance & Reporting
  - a. 25:1 PTR is within compliance
  - b. 40/80 in compliance (80% has fallen below the required spending threshold. Senior leadership is working to address this shortfall.

-Gloria Antonini motioned to approve the March Financials

-Natasha Brunstetter seconded.

-Unanimous

**Discussion and Potential Action on the Interfund Transfers or Loans Policy**

- Caroline Moon motioned to approve the Interfund Transfers or Loans Policy

- Sherri McFadden seconded.

-Unanimous

**Discussion and Potential Action on the Employee Benefits Insurance Renewal Proposal**

Sarah Galbraith presented the Employee Benefits Insurance Renewal to the Board.

-Lisa Rumsey motioned to approve the Employee Benefits Insurance Renewal.

-Gloria Antonini seconded.

-Unanimous

**Discussion and Potential Action on the Resolution Regarding Automatic Renewal for Liability Insurance**

- Sherri McFadden motioned to approve the Resolution Regarding Automatic Renewal for Liability Insurance.
- Natasha Brunstetter seconded.
- Unanimous

**Discussion and Potential Action on the Disposal of Unneeded Books Equipment and Supplies Policy**

- Sherri McFadden had a question regarding Items 1 & 2, do we define the nominal value? Who is defining nominal value? Do we need to state the value? The school leadership team will be deciding together whether an item is needed or not and evaluate each item. Families are still required to turn everything in at the end of the year.
- Sherri McFadden motioned to approve the Disposal of Unneeded Books Equipment and Supplies Policy.
  - Gloria Antonini seconded.
  - Unanimous

**Discussion and Potential Action on the Kindergarten and TK Policy**

- In 2022-23 school year, student must be 5 years by February 2.
- Natasha Brunstetter motioned to approve the agenda with updating the Kindergarten and TK Policy.
  - Caroline Moon seconded.
  - Unanimous

- Caroline Moon motioned to move Item 20 Closed Session to this time due to one of the Presenter's schedule conflict
- Sherri McFadden seconded.
- Unanimous

**Closed Session – Conference with Legal Counsel – Anticipated Litigation (Two Cases) § 54956.9**

- Caroline Moon motioned to enter closed session at 4:54 pm. Gloria Antonini seconded.
- Unanimous
- Caroline motioned to leave closed session at 5:02 pm

Action Taken: Approved Settlement Agreement Case #2216584

**Discussion and Potential Action on the 2021-22 Declaration of Need Form**

- Sherri McFadden motioned to approve the 2021-22 Declaration of Need Form.
- Natasha Brunstetter seconded.
- Unanimous

**Discussion and Potential Action on the 2022-23 Declaration of Need Form**

- Sherri McFadden motioned to approve the 2022-23 Declaration of Need Form.
- Gloria Antonini seconded.
- Unanimous

### **Discussion and Potential Action on the Resolution Regarding Employee Retention Stipends**

Sherri McFadden asked why we aren't asking them to commit to the whole school year next year.

Jenna Lorge replied that it isn't anticipated that teachers leave 2<sup>nd</sup> semester.

Natasha Brunstetter asked what is the drawback of requiring the whole year?

Caroline Moon talked about how the employee will have to pay back the stipend if they leave before set dates.

- Gloria Antonini motioned to approve the Resolution Regarding Employee Retention Stipends with changing the wording that the stipend is for the entire upcoming school year. If they leave any time during first semester, the full stipend needs to be paid back. If leave any time during the second semester, half the stipend will need to be paid back.

- Lisa Rumsey seconded.

-Unanimous

### **Discussion and Potential Action on the Resolution for Testing Engagement Stipends**

Spencer Styles and Erika Vanderspek presented that there is a need to spend \$2.6 million to meet the SB 740 requirements before 6/30/22. The leadership proposed a testing engagement stipend for staff, a digital library, and additional technology devices and hotspots. There would still be a surplus of \$5,865,850 and ending cash balance of \$12,605,780.

To address the testing engagement stipend proposal, Natasha Brunstetter asked if there's the option to offer an incentive to families, but Erika Vanderspek responded that it isn't allowed. Sherri McFadden asked if we can legally make mandatory testing required. It negatively impacts the school when families opt out of testing.

The penalty to CPA is quite harsh. It would be nice to have testing requirements added to the Master Agreement.

Jenna Lorge proposed a change to the resolution to remove the bulleted amounts and update the stipend to \$2,000 to each instructional staff member still employed by the school on June 6, 2022, if the school achieves an overall CAASPP testing participation rate of 95% or higher.

- Caroline Moon motioned to approve the Resolution for Testing Engagement Stipend where everyone receives the \$2000 if the testing goals are met.

- Sherri McFadden seconded.

-Unanimous

### **Discussion and Potential Action on Executive Director Title and Organizational Documents**

- Caroline Moon motioned to approve the Executive Director Title and Organizational Documents with the authority to update the policies from Senior Director to Executive Director.

- Sherri McFadden seconded.

-Unanimous

### **Discussion and Potential Action on Board Member Recruitment**

- Sherri McFadden motioned to approve the ad-hoc committee for Board Member Recruitment. Caroline Moon will be on the ad-hoc committee along with Erika Vanderspek, Jenna Lorge and a staff member. Current Board

members should write a resignation letter to Jenna Lorge asap if they are planning on not continuing when their term is up this June.

- Caroline Moon seconded.

-Unanimous

#### **Discussion and Potential Action on the Consent Agenda**

- Caroline Moon motioned to approve the Consent Agenda Items without the March Board Meeting Minutes.

- Natasha Brunstetter seconded.

-Unanimous

-Caroline Moon motioned to move the approval of the March Board Meeting Minutes to the May meeting.

-Sherri seconded

-Unanimous

Sherri McFadden left the meeting at 6:05 pm.

#### **Closed Session – Employee Performance Evaluation: Senior Director § 54956.9**

- Caroline Moon motioned to enter closed session at 6:05 pm. Natasha Brunstetter seconded.

-Unanimous

Gloria Antonini left the meeting at 6:11pm

- Caroline Moon motioned to leave closed session at 6:16 pm. Natasha Brunstetter seconded.

-Unanimous

No action taken.

#### **Announcement of Next Regular Scheduled Board Meeting**

May 12, 2022 @ 4:00pm

#### **Adjournment**

-Caroline Moon motioned to adjourn at 6:18 pm. Lisa Rumsey seconded.

-Unanimous

#### **Prepared by:**

Lisa Rumsey

#### **Noted by:**

Lisa Rumsey  
Lisa Rumsey (May 12, 2022 08:54 CDT)

Board Secretary