



CABRILLO POINT ACADEMY

13915 Danielson St., #200, Poway, California 92064
Phone (619) 782-6464 * Fax (619) 363-7051

Regularly Scheduled Board Meeting – Cabrillo Point Academy

January 24, 2023 – 1:00 pm

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

Attendance:

Caroline Moon, Devon Roseli, Jordan Terrones

Daniel Rooney (entered at 1:21 pm)

Joel Garcia (appointed at 1:49 pm)

Through Teleconference

Also Present: Jenna Lorge, Dr. Erika Vanderspek

Through Teleconference

Call to Order

Caroline Moon called the meeting to order at 1:02 pm.

Approval of the Agenda

- Devon Roseli made a motion to approve the agenda with the following edit: move item 10, lease agreement, to immediately after item 4, virtual meeting resolution.
- Caroline Moon seconded.
- Unanimous

Public Comments

No public comments.

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

- Devon Roseli made a motion to approve the Resolution for Continuing School Board Authority to Hold Virtual Meetings Pursuant to AB 361.
- Jordan Terrones seconded.
- Unanimous

Discussion and Potential Action on a Lease Agreement for Administrative Office

Allen Basso, broker with Lee and Associates, presented two proposals. Cabrillo Point Academy has signed two non-binding letter of intent for 1200 Main in Irvine and 1300 Quail in Newport Beach. 1200 Main is a 3081 square foot unit with a 38-month term commencing March 1, 2023 at \$1.95/square foot. 1300 Quail is a 3175 square foot unit with a 30-month term with 2 months free commencing March 1, 2023 at \$2.35/square foot. Leadership indicated that 1300 Quail would meet the school's needs better.

- Caroline Moon made a motion to approve leadership moving forward with pursuing the lease on 1300 Quail pending legal review of the lease.
- Devon Roseli seconded.
- Unanimous

Executive Director's Report

Daniel Rooney joined at 1:21 pm. Jenna Lorge shared new hire information and information about the reclassification ceremony held for the 19 students who reclassified as English proficient. In addition, Jenna shared a testing update and parent engagement opportunities.

Discussion and Potential Action on the 2021-2022 School Accountability Report Card

Dr. Rupi Boyd and Gillian Simcox presented the SARC. Schools receiving state funding are required to annually prepare and distribute a SARC, which is a report on the school's data and progress in achieving goals. Data is primarily populated by the state's CALPADS system.

- Devon Roseli made a motion to approve.
- Jordan Terrones seconded.
- Unanimous

Discussion and Potential Action on the December Financials with November Check Register

Jason Sitomer from Charter Impact presented. Enrollment increased so revenue increased by \$300,000. Expenses decreased, but the school will need to increase expenses to meet the 40/80 spending requirement. Cash is expected to be \$18.5 million at year-end. There is a 9% fund balance projected.

- Jordan Terrones made a motion to approve.
- Devon Roseli seconded.
- Unanimous

Discussion and Potential Action on the Resolution #2023-02 Regarding Employee Retention Stipends for 2023-2024

- Caroline Moon made a motion to approve.
- Daniel Rooney seconded.
- Unanimous

Discussion and Potential Action on the Resolution #2022-05 Regarding Employee Retention Stipends for 2022-2023

The 22-23 resolution said that employees who received the stipend must work for the entire 2022/23 school year. However, since the 2022 calendar year is closed out, we have to calculate and issue the W-2s. If a staff member resigns after January 1, requiring repayment of the stipend will upset the W-2.

- Caroline Moon made a motion to approve that the school no longer needs to seek repayment of the retention stipend from an employee that fails to remain employed by the charter school during the second semester of the 2022-2023 school year.
- Devon Roseli seconded.
- Unanimous

Consent Agenda

- a. Regular Board Meeting Minutes from December 6, 2022
 - b. Comprehensive School Safety Plan
 - c. 2022-2023 Compensation Policy: Salary Schedules and Stipend Chart
 - d. 2023-2024 School Calendar
 - e. Invoices over \$100,000
- Daniel Rooney made a motion to approve the consent agenda.
 - Devon Roseli seconded.
 - Unanimous

Discussion and Potential Action on Board Recruitment

The adhoc committee held interviews on January 12, 2023 and would like to recommend Joel Garcia be appointed to fill the board vacancy.

- Caroline Moon made a motion to appoint Joel Garcia to the board.
- Jordan Terrones seconded.
- Unanimous

Discussion and Potential Action on the 2022-2023 Board Meeting Calendar

Joel Garcia became a voting member. To accommodate the board members' schedules when resuming in-person board meetings, the board proposed to move the remaining meetings to Fridays at 10:00 am of the same week the meetings were previously scheduled.

- Caroline Moon made a motion to move board meetings to Fridays at 10:00 am.
- Devon Roseli seconded.
- Unanimous

Future Agenda Items

Caroline Moon proposed the next agenda include discussion and potential action on board member positions.

Announcement of Next Regularly Scheduled Board Meeting

The next regularly scheduled board meeting will be held March 10, 2023, at 10:00 am.

Adjournment

- Caroline Moon made a motion to adjourn at 2:00 pm.
- Jordan Terrones seconded.
- Unanimous

Prepared by:

Dr. Erika Vanderspek

Noted by:

Caroline Moon

Caroline Moon (Mar 16, 2023 20:38 PDT)

Board Secretary