

## **I. Opening Items**

### **A. Record Attendance**

Directors Present (In-Person): Dr. Sam Nofziger, Dr. Craig Wheaton, & Elizabeth Wagner

Director(s) Absent:

Dr. Monique Ouwinga-DeRuiter & Sarah Sanchez

Guests Present:

In Person - Steph Johnson, Jenny Plumb, and Dr. Damien Phillips

Remote - Anna Wilkinson, Denise Voth, Maria Thoeni, Dr. Yolanda Vazquez, Rhonda Deurksen, Christopher Williams, & Kimmi Buzzard

### **B. Call the Meeting to Order**

Dr. Sam Nofziger called the meeting of the Board of Directors of Monarch River Academy to order on Tuesday, September 26, 2023 at 6:00 PM.

### **C. Flag Salute**

Dr. Nofziger led the Flag Salute.

### **D. Discussion & Potential Action on the Approval of the Agenda**

Elizabeth Wagner made a motion to approve the agenda.

Dr. Craig Wheaton seconded the motion.

The Board VOTED unanimously to approve the motion.

### **E. Public Comment**

No public comments were made.

### **F. Discussion & Potential Action to Approve the September 15, 2023 and the June 20, 2023 Board Meeting Minutes**

Dr. Craig Wheaton made a motion to approve the September 15, 2023 and the June 20, 2023 Board Meeting Minutes.

Elizabeth Wagner seconded the motion.

The Board VOTED unanimously to approve the motion.

## **II. Finance**

### **A. Discussion & Potential Action on the Education Protection Account (EPA)**

Actuals

Christopher Williams from Absolute Charter Group presented the school's EPA actual report.

Dr. Craig Wheaton made a motion to approve the EPA Actuals.

Elizabeth Wagner seconded the motion.

The Board VOTED unanimously to approve the motion.

**B. Discussion & Potential Action on the Superintendent Divvy Expenses**

There were no Divvy transactions to report.

**C. Discussion & Potential Action on the Revised Nurse Salary Schedule**

Steph Johnson explained this is a need in order to ensure and retain the school can secure qualified nurses.

Dr. Craig Wheaton made a motion to approve the Revised Nurse Salary Schedule.

Elizabeth Wagner seconded the motion.

The Board VOTED unanimously to approve the motion.

**III. Academic Excellence**

**A. Discussion & Potential Action on the Absolute Charter Group (ACG)**

Scholarship

Christopher Williams presented the background and inspiration for this scholarship.

Elizabeth Wagner made a motion to approve the Absolute Charter Group (ACG) Scholarship.

Dr. Craig Wheaton seconded the motion.

The Board VOTED unanimously to approve the motion.

**B. Presentation & Potential Discussion of Fall School Report**

Steph Johnson provided a report that included enrollment, staffing, professional development including partnership with Fresno County Office of Education and the continued Personalized Professional Development Plan. New curriculum initiative was launched where every student had a curriculum plan for the first day of school. The Chromebook 1:1 Program continued this year. There are already ideas of how to make additional improvements for next year. There have also been field trips, Adventure Days led by a local Community Arts Educator, Virtual Academy, and High School specific events.

**IV. Operations**

**A. Discussion & Potential Action on the Employee Handbook**

Dr. Damien Phillips presented the revised Employee Handbook.

Dr. Craig Wheaton made a motion to approve the Employee Handbook.

Elizabeth Wagner seconded the motion.

The Board VOTED unanimously to approve the motion.

**B. Presentation & Potential Discussion on the 2021-22 Teaching Assignment Monitoring Outcomes (TAMO)**

Dr. Damien Phillips presented the school's TAMO for informational purposes.

**C. Discussion & Potential Action on the Shared Staff MOU**

Dr. Damien Phillips presented the Shared Staff MOU that now includes the current year's personnel.

Dr. Craig Wheaton made a motion to approve the Shared Staff MOU.

Elizabeth Wagner seconded the motion.

The Board VOTED unanimously to approve the motion.

**D. Discussion & Potential Action on Shared Office MOU - Ashlan Avenue**

Steph Johnson outlined the structure of the Shared Office MOU between Monarch River Academy and Yosemite Valley Charter School that will include increased office space to expand meeting and Library spaces.

Dr. Craig Wheaton made a motion to approve the Shared Office MOU - Ashlan Avenue.

Elizabeth Wagner seconded the motion.

The Board VOTED unanimously to approve the motion.

**E. Discussion & Potential Action on the Shared Office MOU - Fine Avenue**

Steph Johnson explained the need for this temporary space for Special Education services.

Dr. Craig Wheaton made a motion to approve the Shared Office MOU - Fine Avenue.

Elizabeth Wagner seconded the motion.

The Board VOTED unanimously to approve the motion.

**F. Discussion & Potential Action on the Records Retention Policy**

Board Policy No. 5380

Jenny Plumb outline the new Records Retention Policy that was developed with the support of the Charter School Development Center and legal counsel.

Elizabeth Wagner made a motion to approve Board Policy No. 5380.  
Dr. Craig Wheaton seconded the motion.  
The Board VOTED unanimously to approve the motion.

**G. Presentation & Potential Discussion on Charter Renewal Term**

Steph Johnson gave a historical review of the school's charter, terms, and extension. The school plans to start the renewal process early in 2025.

**V. Governance**

**A. Presentation & Discussion of the Board Metrics Report Schedule & Template**

Steph Johnson presented the outline and schedule of this year's proposed Board Metrics report.

Elizabeth Wagner made a motion to approve the Board Metrics Report Schedule & Template.

Dr. Craig Wheaton seconded the motion.

The Board VOTED unanimously to approve the motion.

**B. Brown Act & Conflict of Interest Training**

Kimmi Buzzard from the Axia Group conducted annual Brown Act and Conflict of Interest Training.

**C. Discussion & Potential Action on Board Meeting Days & Times**

Dr. Craig Wheaton made a motion to Schedule December 6, 2023 at 6:45 pm and to discuss the topic of meeting days and times again with the Board.

Elizabeth Wagner seconded the motion.

The Board VOTED unanimously to approve the motion.

**VI. Closing Items**

**A. Board of Director Comments & Request**

No Board comments or requests were made at this time.

**B. Announcement of the Next Scheduled Board Meeting**

**1. Regular:** December 6, 2023 at 6:45 PM

**C. Adjourn Meeting**

Elizabeth Wagner made a motion to adjourn the Board Meeting at 7:09 PM.

Dr. Craig Wheaton seconded the motion.  
The Board VOTED unanimously to approve the motion.

## **VII. Meeting Notes**

- A. Public Comment Rules:** Members of the public may address the Board on agenda or non-agenda items through the teleconference platform, Zoom. Zoom does not require the members of the public to have an account or login. Please either utilize the chat option to communicate to the administrative team of 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 requests are received. Comments are limited to 2 minutes each, with no more than 15 minutes per single topic. 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.
- B. Note:** The 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 (562) 758-0511 at least 48 hours before the scheduled board meeting so every reasonable effort can be made to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 1213))
- C. Note:** Times listed on the agenda are estimates only and do not represent the actual time each agenda item will take place during the Board meeting. Similarly, the length of time noted for each of the agenda items also represents estimated duration, and not the actual length of time allocated for each.

Approval

*Dr. Craig Wheaton*

12 / 22 / 2023