

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 1. OPEN GENERAL SESSION
 Access Public
 Type Procedural

Public Comment: Vibrant Minds Charter School welcomes your participation at Vibrant Minds Board Meetings. The purpose of the meeting of the Board of Directors (Board) is to conduct the affairs of Vibrant Minds Charter School in public. Your participation ensures continuing community interest in Vibrant Minds Charter School. If you wish to make a public comment, please complete the "Request to Speak before the Vibrant Minds Charter School Board" Form prior to the start of the meeting. The form may be accessed on the school's website. Hard copies will also be available in the School Office and at in-person meetings. You may also make a public comment during this section of the Board Meeting.

Comments are to address Open/Closed Session items found on the agenda. Each Comment will be limited to three (3) minutes. A total of twenty-one (21) minutes will be afforded for public comment. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. All Public Comment will be presented to the Board of Directors. The Board Members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

Personal attacks against Vibrant Minds Charter School employees and/or Vibrant Minds Board Members are inappropriate and not considered by the Board at a public Board Meeting. The Board has a complaint process which should be followed. The Board will not respond to personal attacks against employees or Board members in a public meeting, and cautions members of the public that they will be personally responsible for any remarks made.

2. PARENT REPORTS

Subject 2.1 School Site Council (SSC) Report by Parent Representative
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 2. PARENT REPORTS
 Access Public
 Type Information, Reports

Subject 2.2 English Learner Advisory Committee (ELAC) Report by Parent Representative
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 2. PARENT REPORTS
 Access Public
 Type Information, Reports

Subject 2.3 Family and Staff Team (F.A.S.T.) Report by Parent Representative
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 2. PARENT REPORTS
 Access Public
 Type Information, Reports

3. CONSENT (ONE VOTE)

Subject 3.1 February 22, 2023, Special Board Meeting Minutes
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 3. CONSENT (ONE VOTE)
 Access Public
 Type Action, Minutes

Recommended Action Consent section items are for routine matters that do not require discussion or deliberation by the Board. The consent calendar permits the Board to approve multiple items by one action. All Board members have the right to remove a consent item from the consent calendar so that normal discussion and deliberation may take place.

Motion:	Second:	
Roll Call	Aye	Nay
Anderson		
Bonenberger		
Farukhi		
Nelson		
Rhee		
Item Passes – Vote:		
Item Does Not Pass – Vote:		

File Attachments
[B_022223_Minutes.pdf \(167 KB\)](#)

4. EXECUTIVE DIRECTOR REPORT -- DEBRA J. SCHROEDER

Subject 4.1 Progress Report on New Site
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 4. EXECUTIVE DIRECTOR REPORT -- DEBRA J. SCHROEDER
 Access Public
 Type Information

Robert Nelson and Debra Schroeder will share any new information regarding the future site for Vibrant Minds Charter School, which continues to be in escrow as we await an approved CUP by the City of Anaheim. The property address is 330 W. Broadway, Anaheim, California 92805, and it is close to the intersection of W. Broadway and Harbor Blvd.

Subject **4.2 Second Signature for Investment Portfolio**

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.

Category 4. EXECUTIVE DIRECTOR REPORT -- DEBRA J. SCHROEDER

Access Public

Type Discussion

As Schroeder and Nelson met with Issa to set-up the investment portfolio with Merrill Lynch, the question arose as to whom should be the signatories. It seemed prudent to have one Staff Member and one Board Member as the signatories. Our legal counsel was asked their opinion about this question. Richard Hansberger confirmed that typically it would be a staff member (e.g., Executive Director) and the Board President or Board Treasurer. However, the chosen signatories are determined by the Board. This is to be discussed, with a decision made regarding the second signatory as part of the Action Items.

File Attachments
[C Investment Signatories.pdf \(411 KB\)](#)

Subject **4.3 Form 700 and Conflict of Interest Board Policy**

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.

Category 4. EXECUTIVE DIRECTOR REPORT -- DEBRA J. SCHROEDER

Access Public

Type Discussion, Information

Form 700 must be completed by April 3, 2023. Additionally, the form associated with our Conflict of Interest Board Policy must be completed and submitted to the Executive Director of the school. Both documents are provided, as well as examples of how they were completed by Schroeder.

File Attachments
[D Form 700 2022 copy.pdf \(1,281 KB\)](#)
[E BP Conflict of Interest.docx \(989 KB\)](#)

Subject **4.4 Property Insurance for 330 W. Broadway, Anaheim, CA 92805**

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.

Category 4. EXECUTIVE DIRECTOR REPORT -- DEBRA J. SCHROEDER

Access Public

Type Information

Now that we are leasing the building for the new location as we await the completion of the CUP approval, we are required to purchase property insurance. This has already been done since it was part of the Board-approved Lease Agreement. Therefore, a ratification for this expense will be sought.

File Attachments
[F Lease Insurance.PDF \(102 KB\)](#)

Subject **4.5 Board Input on LCAP Refinements**

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.

Category 4. EXECUTIVE DIRECTOR REPORT -- DEBRA J. SCHROEDER

Access Public

Type Discussion, Information

March is when we traditionally receive input from our community partners (previously called stakeholders) regarding areas of focus for the next school year. Scholars, staff, and parents are in the process of completing surveys. This is an opportunity for the VMCS Board to offer suggestions for inclusion in the LCAP. The draft will be brought to the Board in May, and then approval will be sought in June.

5. ASSISTANT DIRECTOR REPORT -- CHAMMARRA NGUYEN

Subject **5.1 Enrollment/Waiting List for 2022-2023**

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.

Category 5. ASSISTANT DIRECTOR REPORT -- CHAMMARRA NGUYEN

Access Public

Type Information

Subject **5.2 Numbers for Upcoming Draw on March 31, 5:00 p.m.**

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.

Category 5. ASSISTANT DIRECTOR REPORT -- CHAMMARRA NGUYEN

Access Public

Type Information

Subject **5.3 Salary Schedules for 2023-2024**

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.

Category 5. ASSISTANT DIRECTOR REPORT -- CHAMMARRA NGUYEN

Access Public
 Type Information

The salary schedules parallel what was offered for the 2022-2023 school year, but with the addition of the COLA amount of 5%.

File Attachments
[G Classified Pay Rates Updated for 2023-2024.pdf \(165 KB\)](#)
[H Certificated Salary Schedule Updated for 2023-2024.pdf \(231 KB\)](#)
[I Administrative Salary Schedule Updated for 2023-2024.pdf \(203 KB\)](#)

Subject 5.4 Proposed Staffing Plan for 2023-2024
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 5. ASSISTANT DIRECTOR REPORT -- CHAMMARRA NGUYEN
 Access Public
 Type Information

6. ICON SCHOOL MANAGEMENT REPORT -- ROY KIM

Subject 6.1 December Financials
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 6. ICON SCHOOL MANAGEMENT REPORT -- ROY KIM
 Access Public
 Type Information, Reports

The presentation provides budgetary information for December 2022 and will be presented by Roy Kim of Icon School Management. A PowerPoint Presentation will be attached when it is available.

Subject 6.2 January Financials
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 6. ICON SCHOOL MANAGEMENT REPORT -- ROY KIM
 Access Public
 Type Information, Reports

The presentation provides budgetary information for January 2023 and will be presented by Roy Kim of Icon School Management. A PowerPoint Presentation will be attached when it is available.

Subject 6.3 Interim Budget Report
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 6. ICON SCHOOL MANAGEMENT REPORT -- ROY KIM
 Access Public
 Type Information, Reports

The Interim Budget Report is due to the Anaheim Elementary School District on March 13 and to the Orange County Department of Education on March 15.

Subject 6.4 Fiscal Updates
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 6. ICON SCHOOL MANAGEMENT REPORT -- ROY KIM
 Access Public
 Type Information, Reports

Roy Kim will report on any budgetary patterns that may impact the future.

7. ACTION ITEMS

Subject 7.1 Approval of Signatories for Investment Portfolio
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 7. ACTION ITEMS
 Access Public
 Type Action

Recommended Action RECOMMENDATION: It is recommended that the VMCS Board of Directors establishes Debra J. Schroeder, Ed.D. and _____ as the two signatories for the investment portfolio with Merrill Lynch.
 RATIONALE: Our legal counsel indicated that this would be an appropriate approach rather than two staff members.

Motion:	Second:	
Roll Call	Aye	Nay
Anderson		
Bonenberger		
Farukhi		
Nelson		
Rhee		
Item Passes - Vote:		
Item Does Not Pass - Vote:		

Subject 7.2 Ratification of Lease Insurance

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 7. ACTION ITEMS
 Access Public
 Type Action
 Recommended Action RECOMMENDATION: It is recommended that the VMCS Board of Directors ratifies the purchase of insurance for the leased property, which is at a cost of \$449 pro-rated or \$1,282 annually.
 RATIONALE: This coverage is required as stipulated in the lease agreement.

Motion:	Second:	
Roll Call	Aye	Nay
Anderson		
Bonenberger		
Farukhi		
Nelson		
Rhee		
Item Passes – Vote:		
Item Does Not Pass – Vote:		

Subject 7.3 Approval of the 2023-2024 Salary Schedule

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 7. ACTION ITEMS
 Access Public
 Type Action
 Recommended Action RECOMMENDATION: With the projected Cost of Living Adjustment (COLA) increase, it was determined that a 5% increase in salary across the board would be fairly conservative adjustment.
 RATIONALE: The projected COLA could be as high as 8.7%, which means that the 5% increase in hourly and salary wages is sustainable.

Motion:	Second:	
Roll Call	Aye	Nay
Anderson		
Bonenberger		
Farukhi		
Nelson		
Rhee		
Item Passes – Vote:		
Item Does Not Pass – Vote:		

Subject 7.4 Approval of the Proposed Staffing Plan for 2023-2024

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 7. ACTION ITEMS
 Access Public
 Type Action
 Recommended Action RECOMMENDATION: It is recommended that the Proposed Staffing Plan be approved for the 2023-2024 school year.
 RATIONALE: With the approval of the Proposed Staffing Plan, contracts can be offered mid-March.

Motion:	Second:	
Roll Call	Aye	Nay
Anderson		
Bonenberger		
Farukhi		
Nelson		
Rhee		
Item Passes – Vote:		
Item Does Not Pass – Vote:		

8. BOARD COMMENTS

Subject 8.1 General Comments

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 8. BOARD COMMENTS
 Access Public
 Type Procedural

Subject 8.2 Next Board Meeting: Wednesday, April 12, 2023, at 5:30 p.m. This meeting will be in-person.

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 8. BOARD COMMENTS
 Access Public
 Type Information

9. BOARD ADJOURNMENT

Subject 9.1 Board Adjournment: _____ p.m.

Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 9. BOARD ADJOURNMENT
 Access Public
 Type Procedural

Motion:	Second:	
Roll Call	Aye	Nay
Anderson		
Bonenberger		
Farukhi		
Nelson		
Rhee		
Item Passes – Vote:		
Item Does Not Pass – Vote:		

10. GENERAL INFORMATION

Subject 10.1 Notifications
 Meeting Mar 8, 2023 - VMCS REGULAR BOARD MEETING AGENDA AT 5:30 P.M.
 Category 10. GENERAL INFORMATION
 Access Public
 Type Information

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE. Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY. The Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE. Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY. Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Board of Directors may request assistance by contacting (714) 563-2390

TRANSLATION/INTERPRETATION OF BOARD INFORMATION OR A BOARD MEETING WILL BE PROVIDED FOR LIMITED ENGLISH LANGUAGE PROFICIENT PARENTS/COMMUNITY MEMBERS IN A LANGUAGE THEY CAN UNDERSTAND.

FOR MORE INFORMATION. Concerning this agenda, please call (714) 563-2390