

VMCS REGULAR BOARD MEETING MINUTES
5:00 P.M., Wednesday, January 11, 2023

1. OPEN GENERAL SESSION

Procedural: 1.1 Call to Order: 5:09 p.m.

Procedural: 1.2 Establishment of Quorum

Roll Call	Present	Absent
Anderson	X	
Bonenberger	X	
Farukhi	X	
Nelson	X	
Rhee	Late	

Procedural: 1.3 Pledge of Allegiance

Action, Procedural: 1.4 Approval of the Agenda

Motion: Farukhi	Second: Nelson	
Roll Call	Aye	Nay
Anderson	X	
Bonenberger	X	
Farukhi	X	
Nelson	X	
Rhee	Late	
Item Passes – Vote: 4/4		
Item Does Not Pass – Vote:		

Action, Procedural: 1.5 Approval of Resolution 01/11/2023: Waived Teleconference Requirements Pursuant to Assembly Bill 361

RECOMMENDATION: It is recommended that the VMCS Board of Directors approves Resolution No. 011123 in order to continue with Board Meetings in the current format until the Board determines it is appropriate to meet in person.

RATIONALE: We have been advised that the resolution needs to be revisited and passed every 30 days until we return to in-person Board Me

Motion: Bonenberger	Second: Farukhi	
Roll Call	Aye	Nay
Anderson	X	
Bonenberger	X	
Farukhi	X	
Nelson	X	
Rhee	Late	
Item Passes – Vote: 4/4		
Item Does Not Pass – Vote:		

Procedural: 1.6 Public Comment

None

2. PARENT REPORTS

Information, Reports: 2.1 School Site Council (SSC) Report by Parent Representative

Cindy Fox, a TOSA, presented as a representative from the SSC. The last SSC Meeting was on January 5, 2023, at 5:30 p.m. Topics that were discussed included the proposed school calendar for 2023-2024, Normal Grade Placement Chart, recruitment plan, California Dashboard, surveys of all community partners in preparation for the LCAP revision (scholars, parents, classified staff, and certificated staff), update on the new facilities, upsurge in parent volunteerism and engagement, and the 6th grade backpacks.

Information, Reports: 2.2 English Learner Advisory Committee (ELAC) Report by Parent Representative

Chammarra Nguyen, the Assistant Director and coordinator of ELAC, presented. She shared that there has been no meeting. The next meeting is scheduled for the next week.

Information, Reports: 2.3 Family and Staff Team (F.A.S.T.) Report by Parent Representative

Yvette LaValle, one of our school's coordinator, presented on behalf of F.A.S.T. She shared that F.A.S.T. had a new President -- Itzel Vasquez. She will hold this position for a two-year term. She shared the success of Snow Day with eight tons of snow delivered to our school. Also Lunch with a Loved One is scheduled for Friday, January 13, and Kindness Week will occur toward the end of January.

3. CONSENT (ONE VOTE)

Action, Minutes: 3.1 December 14, 2022, Regular Board Meeting 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: Anderson	Second: Nelson	
Roll Call	Aye	Nay
Anderson	X	
Bonenberger	X	
Farukhi	X	
Nelson	X	
Rhee	X	
Item Passes – Vote: 5/5		
Item Does Not Pass – Vote:		

4. EXECUTIVE DIRECTOR REPORT -- DEBRA J. SCHROEDER

Information: 4.1 Progress Report by Nelson and Schroeder Regarding New Site

Nelson shared that we continue to await feedback on our Conditional Use Permit (CUP) application. It should take an estimated 30 days, which is hard to calculate with all of the holidays. But, we should hear back soon. It is hoped we will have more to share at the next Board Meeting.

Information: 4.2 Progress Report by Farukhi and Nelson Regarding Investment Options

Farukhi shared that we had a third investment meeting prior to the Board Meeting with Luis Nin from UBS Financial Services. Nin has a strong history in the area of investment counseling, and he has served at UBS for the past 14 years. He suggests that VMCS uses a laddered approach with Treasury Bills. This is a stable investment option, and it can be structured to not tie up funds in case they are needed. Nelson added that the Merrill Lynch representatives recommended a similar investment approach with Treasury Bills and Short-Term CDs. The interest rate would be approximately 4.1-4.7%. It is not necessary to have someone purchase Treasury Bills for us. However, Farukhi mentioned it would be beneficial to have future investment/financial counseling.

Discussion, Information: 4.3 Proposed 2023-2024 School Calendar

Schroeder shared that the main difference in next year's calendar was three-weeks off for Winter Break in case we made a mid-year move to the new school site. This would permit the staff to receive an extra week of pay and still have two weeks of vacation. The Board had no questions about the proposed calendar.

Discussion, Information: 4.4 Normal Grade Placement Chart and Recruitment Plan

Schroeder focused on the Transitional Kindergarten (TK) expansion in terms of age eligibility, as well as the further expansion in future years. Eventually, any scholar who turns five prior to the end of a school year will be able to enroll into TK.

Information: 4.5 California Dashboard

Information from the California Dashboard was shared with the Board. The challenges of inconsistent attendance were discussed. Although many absences can be attributed to illness, it appears as if more families are taking scholars out of school for other reasons. This pattern is pervasive in California, but we need to find a way to limit absences to our scholars being sick. Also SBAC assessment results from the last school year are not strong in English-Language Arts or Mathematics. Again, this is similar to what other schools and districts are experiencing. We are taking actions as a staff to implement stronger pedagogy to accelerate our scholars' academic growth, including professional development in the Science of Reading (SOR).

Information: 4.6 School Accountability Report Card (SARC)

While the SARC has many unfilled sections due to a delay in the provision of the information from the California Department of Education, we are mandated to seek the Board's approval and post it to our website by the beginning of February. Then, when the additional data is available, we will seek Board approval for a second time.

Information: 4.7 Surveys for LCAP Development

The Board had no questions regarding the surveys that will be administered to our scholars, parents, classified staff, and certificated staff. The results from these surveys will be used to refine the LCAP in preparation for the 2023-2024 school year.

Information: 4.8 Policy on Occasionally Working from Home

The rationale for occasionally having certain staff members work from home was discussed. Primarily, this will be approved when a staff member has major reports due and focus is needed. In our school's current location, there is no quiet space to get focused work done, which is why a solution was sought. Each year, the list of staff members who can be accommodated with this policy will be revisited. A Board member asked if a formal policy was needed. Schroeder responded that because the absence of any staff member impacts those who remain at the school, a formal approach seemed to be warranted.

Information: 4.9 Legal Advice on Remote/In-Person Board Meetings

Information was sought from our legal team about the continuation of Remote Board Meetings. Richard Hansberger confirmed that unless California extends the current State of Emergency that was declared because of COVID-19, in-person Board Meetings will need to resume beginning in March 2023.

5. ASSISTANT DIRECTOR REPORT -- CHAMMARRA NGUYEN

Information: 5.1 Enrollment/Waiting List for 2022-2023

Nguyen shared the following information related to enrolled scholars, as well as scholars on the waiting list. This does not include newly received Interest Forms for the drawings in March and June 2023. As of now, the total school's enrollment is 241. Enrollment per class is indicated below, as well as the number on the waiting list.

- TK -- 24 (4 are underaged, 2 on waiting list)
- K -- 32 (22)
- 1 -- 32 (19)
- 2 -- 31 (7)
- 3 -- 31 (65)
- 4 -- 32 (30)
- 5 -- 31 (59)
- 6 -- 32 (36)

Recruitment efforts include participation in the Black History Month Parade and Unity Festival in February and a Social Media campaign.

6. ICON SCHOOL MANAGEMENT REPORT -- ROY KIM

Information, Reports: 6.1 November Financials

Karen Kahler and Roy Kim provided the financial report. A PowerPoint was displayed that included all of the presented information. The Board had no questions regarding the November financials.

Information, Reports: 6.2 Fiscal Updates

No fiscal update was provided at this time.

7. ACTION ITEMS

Action: 7.1 Approval of the 2023-2024 School Calendar

RECOMMENDATION: It is recommended that the VMCS Board of Directors approves the 2023-2024 School Calendar, which has been vetted by the school staff and SSC.

RATIONALE: In order for parents and staff to make future scheduling plans, January is when we typically approve a school calendar for the next school year.

Motion: Bonenberger	Second: Rhee	
Roll Call	Aye	Nay
Anderson	X	
Bonenberger	X	
Farukhi	X	
Nelson	X	
Rhee	X	
Item Passes – Vote: 5/5		
Item Does Not Pass – Vote:		

Action: 7.2 Approval for the School Accountability Report Card (SARC)

RECOMMENDATION: It is recommended that the VMCS Board of Directors approves the School Accountability Report Card (SARC).

RATIONALE: The SARC is a document that must be developed and approved by the Board on a yearly basis. Once approved, it will also need to be translated into Spanish.

Motion: Farukhi	Second: Anderson	
Roll Call	Aye	Nay
Anderson	X	
Bonenberger	X	
Farukhi	X	
Nelson	X	
Rhee	X	
Item Passes – Vote: 5/5		
Item Does Not Pass – Vote:		

Action: 7.3 Approval of Board Policy on Working from Home

RECOMMENDATION: It is recommended that the VMCS Board of Directors approves the Board Policy on Working from Home.

RATIONALE: In special circumstances, occasionally working from home may improve a staff member's effectiveness and efficiency in completing certain reports and projects. However, the establishment of parameters is important for there to be clear procedures and expectations.

Motion: Bonenberger	Second: Farukhi	
Roll Call	Aye	Nay
Anderson	X	
Bonenberger	X	
Farukhi	X	
Nelson	X	
Rhee	X	
Item Passes – Vote: 5/5		
Item Does Not Pass – Vote:		

8. BOARD COMMENTS

Procedural: 8.1 General Comments

Farukhi shared the progress on the Employee Retention Tax Credit (ERTC) application. A contract from HRemedy has been provided. Farukhi is seeking a reduction in the percentage of 15% or a possible donation back to the school. This is a no risk option since HRemedy will not receive a payment unless VMCS is given a tax credit. However, Icon School Management will assess a \$500 fee for the additional work it entails to gather the information.

It was also determined that we need to schedule a Special Board Meeting to make an investment decision. Since this topic was not on the agenda as an Action Item, a decision could not be made at this Board Meeting. The selected date for the Special Board Meeting was January 18, 2023, at 5:00 p.m. via Zoom. While Bonenberger will not be able to be in attendance due to a conflict in his schedule, all other Board Members will be in attendance.

Information: 8.2 Next Board Meeting: Wednesday, February 8, 2023, at 5:00 p.m.

It is planned for this meeting to be remote since this is permissible through February 28, 2023. A Special Board Meeting is also scheduled for Wednesday, February 18, 2023, at 5:00 p.m., via Zoom. This will be to determine the investment option that will be pursued.

9. BOARD ADJOURNMENT

Procedural: 9.1 Board Adjournment: 6:18 p.m.

Motion: Nelson	Second: Farukhi	
Roll Call	Aye	Nay
Anderson	X	
Bonenberger	X	
Farukhi	X	
Nelson	X	
Rhee	X	
Item Passes – Vote: 5/5		
Item Does Not Pass – Vote:		