



SEQUOIA GROVE CHARTER ALLIANCE

Sequoia Grove Charter Alliance

Regular Board Meeting

Date and Time:

**August 5, 2021
6:00 pm**

Join Zoom Meeting:

<https://sequoiagrove-org.zoom.us/j/91815065303?pwd=VmRkOFdkVGRrODdZMFRUMFg4S0szUT09>

Meeting ID: 918 1506 5303

Passcode: 975742

Agenda:

I. Opening items

- A. Record Attendance
- B. Call the Meeting to Order
- C. Approval of the Agenda
- D. Public Comments
- E. Approval of Minutes

II. Action Items

- A. Update: Hiring - Royce
- B. Update: Enrollment
- C. Update: Ordering - Stephanie Terrell

- D. Update: Community Partners - Stephanie Terrell
- E. Update: Library Services - Stephanie Terrell
- F. Update: Board Stipend - Royce
- G. Discussion and Possible Action: SGCA logo Use

IV. Closing items

- A. Board of Director's Comments & Requests
- B. Announcement of Next Regular Scheduled Board Meeting

August 19, 2021
6:00 pm

- C. Adjourn Meeting

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 16 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.

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) 584-0427 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. § 12132)).



SEQUOIA GROVE CHARTER ALLIANCE

Sequoia Grove Charter Alliance

Regular Board Meeting MINUTES

Date and Time:

**July 15, 2021
6:00 pm**

Agenda:

I. Opening items

- A. Record Attendance:
Robert McGuire, Jason Baldwin
- B. Call the Meeting to Order
6:07: Jason Baldwin called the meeting to order
- C. Approval of the Agenda
6:08: Robert McGuire motioned, Jason Baldwin 2nd
Ayes 2 Nays 0
- D. Public Comments
6:09: Christi Thomson commented regarding orders not being processed
6:13: Isabella commented concern about the current number of vendors in the system
- E. Approval of the Minutes
6:19: Robert McGuire motioned, Jason Baldwin 2nd
Ayes 2 Nays 0

II. Action Items

- A. Update: Weeks 1 & 2 - Royce Gough

6:22: Royce reported that week 1 and 2 have been very smooth. He commented that the staff have been working hard completing their training and establishing work patterns. He indicated that the CSO staff is showing excellent team work.

B. Update: Facilities - Royce Gough

6:25: Royce reported that both facilities are ready to move furniture in, items have been ordered and are expected over the next two weeks. He also commented that the timeline to complete the library services extension buildout (fresh carpet/paint) was extended further by the contractor and he had to halt that project so library services could begin the library installation asap. Library set-up is underway.

C. Update: Technology - Royce Gough

6:33: Royce reported that the tech team has been busy receiving and prepping devices for staff and students. Still awaiting Apple products, but have seen improved timelines. Anticipating the tech department to begin their workspace move to the Sacramento building from their current work space at the Clarksville Library in El Dorado Hills.

D. Presentation: Library Services: Stephanie Terrell

6:35: Stephanie reported that the Library team has been working hard to begin moving into the new Library Services suite at the Sacramento building. Stephanie also gave a brief overview of the new Library system "Follet" which families will use to check out materials which will be delivered to regional park days. She pointed out that the system includes a catalogue of free digital resources available to families.

E. Presentation: OPS Ordering System - Stephanie Terrell

6:42: Stephanie gave a brief overview of the OPS ordering system, how it has been integrated, and showed some of the functionality of this system. Royce thanked her and commended her for all of her efforts in this implementation. The Board had several questions about the ordering process, pre orders and timing for families orders. Stephanie answered all of their concerns as well as those in the chat.

F. Presentation: Community Connections - Sara Greco

7:04: Sara presented the 3 part approach the Family Liaison team is taking to welcome new families and help them get started at the beginning of the year, including a new set of "how to" resources, outreach, and Park Days. Sara commented on Park Days as an important step to "come alongside" families that are coming out of the Pandemic, or just starting to Homeschool for the first time. She gave some examples of curriculum boxes and resources that will be available to families as they await curriculum delivery.

G. Update: Board Member Recruitment Process - Royce Gough

7:10: Royce reported back regarding our Board Member recruitment process he recently discussed with Kevin Davis, legal. The CSO Board seats are appointed by the schools, therefore not recruited directly by the CSO.

H. Discussion and Possible Action: Meeting Schedule 2021/22 School year

7:15: Royce presented the 2021/22 school year calendar with both bi-monthly and monthly meetings highlighted for Board discussion about how they would like to schedule their meeting for the upcoming school year. Jason Baldwin commented that he wants to be sensitive to parent concerns and giving them opportunities to be heard. Robert McGuire spoke in agreement and suggested the Board continue meeting bi-monthly until the "dust settles," reconsidering their schedule in Oct/Nov.

IV. Closing items

A. Board of Directors Comments and Requests

7:22 Jason Baldwin thanks Stephanie Terrell and Sara Greco for all of their work and answering all of their questions.

7:24 Jason requested an update on both orders and vendors at the August 5th Board meeting

B. Announcement of next Regularly Scheduled Meeting

August 5th
6:00 pm

C. Adjourn Meeting

Jason Baldwin adjourned the meeting at 7:25 p.m.



SEQUOIA GROVE CHARTER ALLIANCE

Sequoia Grove Charter Alliance

SPECIAL Board Meeting MINUTES

Date and Time:

**July 28, 2021
5:00 pm**

Agenda:

I. Opening items

- A. Record Attendance: Robert Mcguire, Jason Baldwin
- B. Call the Meeting to Order:
5:00 pm Jason Baldwin called the meeting to order
- C. Approval of the Agenda:
5:01 Robert McGuire motioned, Jason Baldwin 2nd
2 ayes 0 naves
- D. Public Comments:
none
- E. Approval of Minutes
5:02 Robert McGuire motioned to remove item E: Minutes from the adenda as these will be prepared for the next regular Board Meeting. Jason Bladwin 2nd
2 ayes 0 naves

II. Action Items

- A. Discussion and possible action: Addendum to CEO Contract
5:04 Jason Baldwin presented an addendum to the CEO contrat which was received from Kevin Davis of Procopio. The addendum did not change the compensation of the CEO, but adjusted how the compensation is to be paid, to align with the same offering to the CSO staff.
Jason motioned to approve the addendum to the CEO contract, Robert McGuire 2nd
2 ayes 0 naves
- B. Discussion and possible action: Contract: Senior Director of Human Resources
5:08 Royce presented an updated Job Description for Senior Director of Human Resources.
Robert McGuire motioned to approve, Jason Baldwin 2nd
2 ayes 0 naves

C. Closed Session: Personnel Actions—Appointment, Employment, Evaluation, Discipline/Dismissal/Release (§ 54957)

5:15: Jason Baldwin motioned to enter Closed Session, Robert Mcguire 2nd
2 ayes 0 naves

5:28: Robert motioned to leave closed session, Jason Baldwin 2nd
2 ayes 0 naves

5:28: Jason Baldwin reported no action taken during closed session

IV. Closing items

- A. Adjourn Meeting:
Jason Baldwin adjourned the meeting at 5:30

Prepared By: Royce Gough

Noted By: Board Secretary _____