



SEQUOIA GROVE CHARTER ALLIANCE

Sequoia Grove Charter Alliance

Regular Board Meeting

Date and Time:

**September 02, 2021
6:00 pm**

Join Zoom Meeting

<https://sequoiagrove-org.zoom.us/j/83467836195?pwd=ZIJ4cVN2TmJuTW9YQ1kwV3dVaWpHZz09>

Meeting ID: 834 6783 6195

Passcode: 39b13rgs

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: Staffing - Royce
- B. Update: Tech - Royce
- C. Update: Ordering - Stephanie Terrell
- D. Update: Library Services - Stephanie Terrell

- E. Update: Personnel and Handbook - Brian Spears
- F. Update: Facilities
- G. Update: Logo Use

IV. Closing items

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

September 16, 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 (530) 903-4893 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:

**August 19, 2021
6:00 pm**

Agenda:**I. Opening items****A. Record Attendance:**

Present: Jason Baldwin, Robert McGuire

B. Call the Meeting to Order:

6:04 - Jason Baldwin called the meeting to order

C. Approval of the Agenda:

6:06 Jason moved to approve the agenda with an updated order to allow presenters to go first, Robert 2nd - 2 ayes

D. Public Comments: none**E. Approval of Minutes:**

6:07 Approval of Regular Meeting - Jason Moved, Robert 2nd

II. Action Items**A. Update: Finance - Cory Cavanaugh**

6:08: Cory gave a quick overview of the P&L statement, and cash flow projections. He reported that we were operating within budget with a positive outlook. Cory did identify the Postage line-item as an item that is out of the expected Budget. Royce indicated that this was due to shipping postage that is yet to be billed back to the schools.

B. Update: Tech Andrew Lane

6:17 - Andrew reported that the Tech team has moved completely out of EDH and into the Sequoia South building. They have distributed over 200 computers since the last meeting, and have been busy prepping the 300 testing chromebooks. He reported that they have responded to slightly fewer tickets this week due to the moving day away from their dashboards, but still managed to work through their cue this week. He also mentioned that the tech store was heating up with orders. Finally, Andrew stated he has been part of the OPS/ Amazon integration talks and is hopeful that OPS will have this integration available soon.

C. Update: Enrollment - Royce

6:34 - Royce gave an update on the current enrollment numbers. Both of the school ED's were present and commended Cruz and Raisa for their good work with Enrollment

D. Update: Hiring - Royce

6:38 - Royce reported that there have been two departures and one new hire this past week. Royce expressed appreciation for the excellent support Brian Spears has been providing the CSO and Schools.

E. Update: Personnel and Handbook - Brian Spears

6:42 - Royce re-introduced Brian Spears and gave a quick overview of the Handbook project, and the personnel issues Brian has been working through. Brian shared that the school-based Handbook has some significant differences than what is expected for SGCA, the example he talked through was new regulations around home-based work. Brian thanked Ashley Anckick and Stephanie Terrell for their excellent supporting work this week. Robert McGuire thanked Brian for all of his work.

F. Update: Ordering - Stephanie Terrell

Update: Community Partners - Stephanie Terrell

Update: Library Services - Stephanie Terrell

6:53 - Stephanie presented a combined report on the Instructional Materials Department. There are currently ~ 4,000 orders in the system, and the ordering team is continuing to work through 300-400 orders per day. Vendor applications were approved on August 5 and the Community Partners team sent out 600 applications the next day to previous vendors. She also reported that the Library is on track to rollout Oct 1st.

G. Update: Facilities

7:00 - Royce reported that all facilities are currently being used, and are all available during business hours. He presented a slideshow with current furnishings and updates.

IV. Closing items

A. Board of Director's Comments & Requests:

7:13 - Jason asked for an update to our ongoing conversation about logo usage. Royce said he was awaiting further guidance from legal counsel.

B. Announcement of Next Regular Scheduled Board Meeting

September 2, 2021
6:00 pm

C. Adjourn Meeting

7:14: Jason Baldwin Adjourned the meeting

Prepared By: Royce Gough

Noted By: Board Secretary _____