



SEQUOIA GROVE CHARTER ALLIANCE

Sequoia Grove Charter Alliance

Regular Board Meeting

Date and Time:

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

Join Zoom Meeting

<https://sequoiagrove-org.zoom.us/j/81615328912?pwd=Nmt0bGJTdnptY2pYY01Ldlc3c3lzZz09>

Meeting ID: 816 1532 8912
Passcode: 7YVypPLb

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. Director's Report: Royce
- B. Update: Finance - Cory Cavanaugh
- C. Update: Tech
- D. Update: Ordering/ Library/ Community Partners - Stephanie Terrell
- E. Discussion and Possible action item: Meeting Calendar

IV. Closing items

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

December 6, 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:

October 7, 2021

6:00 pm

Agenda:

I. Opening items

- A. Record Attendance:
6:00 - Present: Jason Baldwin, Robert McGuire Abs: Sara Rose Bonetti
- B. Call the Meeting to Order
6:01 - Jason Baldwin called the meeting to order
- C. Approval of the Agenda
6:02 - Robert McGuire moved, Jason Baldwin seconded. 2 ayes, 0 nays
- D. Public Comments
No public comments
- E. Approval of Minutes
6:04 - Jason Baldwin motioned to approve, Robert McGuire seconded. 2 ayes, 0 nays

II. Action Items

- A. Director's Report: Royce
6:05 - Royce gave a brief summary of the major tasks completed by each department since the last Board meeting. Jason Baldwin expressed appreciation for the "excellent work" being done by each department. The Board also stated that they were amazed by the quick turn around and thoroughness of the Handbook project completed by Brian Spears. Bob McGuire asked about the possibility of growth for the schools given the current political climate. Royce responded that he had not heard of any growth plans, but that he would inquire about this.
- B. Update: Information request from schools: Royce
6:25 - Royce brought to the Board a request from the Schools to schedule their update presentations at their future Board meetings. Royce indicated that he is scheduled to present at the upcoming schools Board Meetings. Jason Baldwin requested that Royce schedules the presentations and send those to the Board.
- C. Update: Finance - Cory Cavanaugh
6:35 - Cory presented the current finances and reported that the CSO is operating within the current budget with no major impacts foreseen in the coming month. Jason Baldwin expressed interest in seeing SGCA begin having a reserve into future years.

- D. Update: Ordering/ Library/ Community Partners - Stephanie Terrell
6:50 - Stephanie reported that the ordering system currently has 1,566 orders being processed, and they are processing within 10 days. She also indicated that Amazon Punchout is being tested and will go live on October 14. Stephanie reported that Community Partner applications are being processed within 1-2 business days, and that team has begun deactivating vendors who have not responded or have told us they will not be continuing. Finally Stephanie stated that the Library system fully launched October 1.

Jason Baldwin congratulated Stephanie on the launch of the library system, saying "well done!"

With the Launch of the Library system Jason Baldwin reminded the Board of the challenge they had put forward, and discussed moving to monthly Board meetings.

Jason Baldwin made a motion to move to monthly Board meetings now that all systems were in place and functioning. Bob McGuire seconded: 2 ayes, 0 nays

Bob McGuire suggested that the meetings be moved as close as possible "prior to the School Board Meetings" so that the CSO Board members have fresh information to share at those meetings.

Royce indicated he would return with a calendar at the next CSO Board Meeting.

- Discussion/ Action item: Employee Handbook
7:08 - Royce presented the final Employee Handbook to the Board for final approval. Jason Baldwin asked the team to consider the addition of policy about political activities in the workplace, and suggested that it be looked at for the next revision. Bob McGuire thanked Brian for his work on this project.

Jason Baldwin motioned to approve, Bob McGuire seconded . 2 ayes, 0 nays

IV. Closing items

- A. Board of Director's Comments & Requests
7:13 - Jason Baldwin thanked Brian for the "great policy," Stephanie for getting the Library up and running so well, and Royce for "building a great team."
- B. Announcement of Next Regular Scheduled Board Meeting
7:14 - Jason Baldwin announced the next Board Meeting to be held on November 15, 2021 at 6:00 pm
- C. Adjourn Meeting
7:15 - Jason Baldwin adjourned the meeting

Prepared By: Royce Gough

Noted By: Board Secretary _____

2021-2022 Board Meeting Calendar



July 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
S	M	T	W	T	F	S
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29	30	31				22

September 2021						
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October 2021						
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31						21

November 2021						
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December 2021						
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School Year Dates	
Aug 2	Teachers Back to Work
Aug 16	First Day of School
Jan 7	End of Semester 1
Jan 14	Report Cards Due
May 25	Last Day of School
May 31	Report Cards Due
Jun 2	Last Teacher Day

Holidays	
Sep 6	Labor Day
Nov 11	Veteran's Day
Nov 19-26	Thanksgiving Break
Dec 20-Jan 3	Winter Break
Jan 17	Martin Luther King, Jr. Day
Feb 11	Lincoln Day
Feb 21	Washington Day
Apr 11-18	Spring Break
May 30	Memorial Day

Learning Period Dates	
LP1	8/16-9/17
LP2	9/20-10/15
LP3	10/18-11/12
LP4	11/15-1/7
LP5	1/10-2/10
LP6	2/14-3/11
LP7	3/14-4/8
LP8	4/19-5/25

Meeting Key	
	CSO Monday of Board meeting week
	Winship/ Feather River
	Lakeview / Clarksville

January 2022						
S	M	T	W	T	F	S
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30	31					19

February 2022						
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March 2022						
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April 2022						
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May 2022						
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June 2022						
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