



SEQUOIA GROVE CHARTER ALLIANCE

Sequoia Grove Charter Alliance

Regular Board Meeting

Date and Time:

**February 9, 2022
6:00 pm**

Location:

Join Zoom Meeting

<https://sequoiagrove-org.zoom.us/j/87145964726?pwd=amMzVnNyWENKMxluai9FMGFzZytGZz09>

Meeting ID: 871 4596 4726

Passcode: 620236

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. Finance Update - Cory Cavanaugh
- C. State of the Schools Report - Julie Haycock & Jenell Sherman

IV. Closing items

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

March 14, 2022
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 Sequoia Grove Office at (916) 526-3794 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:

January 12, 2022

6:00 pm

Agenda:

I. Opening items

- A. Record Attendance: Jason Baldwin, Robert McGuire
- B. Call the Meeting to Order: 6:00 Jason Baldwin called the meeting to order
- C. Approval of the Agenda: 6:01 Jason Baldwin motioned, Robert McGuire 2nd
Vote: 2 ayes / 0 nays
- D. Public Comments: 6:02 No public comments
- E. Approval of Minutes:
6:03 Jason Baldwin motioned to approve the Dec 6 Minutes, Bob McGuire 2nd:
Vote: 2 ayes / 0 nays
6:04 Jason Baldwin motioned to approved the January 12 Minutes, Bob McGuire 2nd:
Vote: 2 ayes / 0 nays

II. Action Items

- A. Director's Report: Royce
6:04 - Royce began the Directors Report with an update on the websites that had been taken offline by a Ransomware attack on FinalSite, the website provider. Royce reported that the sites had been taken down and rebuilt by Finalsite on a secure, clean platform. Although the sites were down for 8 days, they are now rebuilt and functional. Royce stated that he anticipated the schools being compensated by FinalSite for the Downtime.

Royce reported that most departments had been busy the past week working their way through email inboxes full from the holiday break. He stated he was pleased with the progress the staff was making.

The Compliance Team welcomed a new member this month, bringing in some additional support to a very busy department. Royce thanked the Board for their support of this new addition.

Royce reported that the Enrollment Team has been doing a great job working through the “semester swing” as we work to keep enrollment numbers up, while welcoming an influx of new families, and supporting the smooth transition of those outgoing families.

Finally Royce stated that the Records, Tech, and AP Teams have continued to move “steady as they go” moving forward with excellent turn-around times.

Jason Baldwin thanked Royce for an excellent report.

B. Discussion and Possible Action: Fleet Fuel Card

6:23 - Royce returned with the requested presentation on Fuel Cards. After a presentation on the two major cards available, Royce recommended the FuelMan card as the best choice to help protect and track our fleet fuel and maintenance scheduling.

Jason Baldwin stated that if this would be a helpful addition he supports the idea.

Robert McGuire stated he was familiar with this type of card, and is in support.

Jason Baldwin moved / Robert McGuire 2nd

Vote: 2 ayes / 0 nays

C. Update: Employee Engagement Survey Results

6:35 - Brian Spears presented the results of the Employee Engagement Survey which was an anonymous survey given to SGCA staff, 30 respondents. Overall the results were very positive. Brian reported that the next project is to review all employee job descriptions, asking for input by all current employees.

Jason Baldwin commented that he was very pleased with the results, and asked for a report back on the Job Description efforts.

Robert McGuire noted that the survey was very well done, and stated it was very encouraging.

IV. Closing items

A. Board of Director’s Comments & Requests - 6:51: No Comments

B. Announcement of Next Regular Scheduled Board Meeting

6:52: Jason Baldwin announced the net Board meeting to be held on February 9, 2022 at 6:00 pm

C. Adjourn Meeting

6:53 Jason Baldwin adjourned the meeting.

Prepared By: Royce Gough

Noted By: Board Secretary _____