



# SEQUOIA GROVE CHARTER ALLIANCE

## Sequoia Grove Charter Alliance Regular Board Meeting

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**Date and Time:**

**July 19, 2023  
6:00 pm**

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**Location:**

**Join Zoom Meeting**

<https://sequoiagrove-org.zoom.us/j/87372996096?pwd=OEtdaWx6M043Qkw3SDIDYm5BQ1dMdz09>

**Meeting ID: 873 7299 6096 Passcode: 514470**

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**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
  - a. June 15, 2023

**II. Action Items**

- A. Discussion: Welcome to New Members & Introductions - Royce
- B. Presentation: SCGA History & Organization - Royce/ Kevin Davis
- C. Presentation: The Brown Act & SGCA - Kevin Davis, Procopio
- D. Director's Report - Royce
- E. Discussion and Possible Action: Board Calendar 2023-2024 - Royce

**IV. Closing items**

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

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### Date and Time:

June 15, 2023  
6:00 pm

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### Agenda:

#### I. Opening items

- A. Record Attendance: 6:05  
Present: Robert McGuire, Sara Rose Bonetti
- B. Call the Meeting to Order: 6:06  
Robert McGuire called the meeting to order
- C. Approval of the Agenda: 6:07  
Sara Rose Bonetti motioned Robert McGuire 2nd: 2 ayes 0 nays
- D. Public Comments: 6:07 - 6:10 – No comments
- E. Approval of Minutes: 6:10
  - a. April 27, 2023 Minutes  
Sarah Rose Bonetti motioned, Robert McGuire 2nd: 2 ayes 0 nays

#### II. Action Items

- A. Director's Report - Royce 6:11  

Royce presented an overview of the progress the Departments have made this year. Ordering has finished the year with 80,551 orders processed. Accounts Payable team has completed most all invoices to date, and is preparing for ordering to reopen this summer. The Compliance team has finished the year with just over 250,000 documents processed. The Records team is now working on requesting records for 1134 new students. Royce also noted that the Library team has finished up Park Days for the year, and has peaked over 34,000 items in the Library system. Reconfiguration of space at the Sacramento office is underway to accommodate the increase in Library inventory.

Sara Rose Bonetti asked if the Library was available in July. Royce replied that the Clarksville Library is available for families this summer.
- B. Presentation: Current Year 2022-2023 Budget Update - Cory 6:21  

Cory presented the current Financials through May 31. He noted the Actuals show spending to be extremely close to budget anticipating the year end to be on target.

Robert McGuire stated, "This looks good, I have no questions."  
Sara Rose Bonetti, "No questions from me."

C. Discussion and Possible Action: PTO Transition - Royce 6:30

Royce presented a PTO Transition plan to payout the remaining PTO.

Receiving no motion, the proposal was declined.

D. Discussion and Possible Action: Shared Services Agreement 2023-2024 - Royce 6:46

Royce presented the Shared Service Agreement for the 2023/24 school year.

Sara Rose Bonetti motioned, Robert McGuire 2nd: 2 ayes, 0 nays

E. Discussion and Possible Action: Draft Budget Presentation 2023-24 Becky / Cory 6:51

Cory presented the proposed 2023/24 budget. Becky noted that the focus of this budget was to be as lean as possible.

Robert McGuire stated, "I have no questions. The layout is very cut and dry, and easy to understand."

Sara Rose Bonetti motioned, Robert McGuire 2nd: 2 ayes, 0 nays

F. Discussion and Possible Action: Charter Tech Services Contract Renewal 7:02

Royce presented a 1 year renewal of the Charter Tech Services Contract

Robert McGuire noted that he has heard, "nothing but good comments, I'm very happy with their service."

Sara Rose Bonetti motioned, Robert McGuire 2nd: 2 ayes, 0 nays

G. Discussion and Possible Action: Creative Back Office Contract Renewal 7:04

Royce presented a 1 year renewal of the Creative Back Office contract

Sara Rose Bonetti motioned, Robert McGuire 2nd: 2 ayes, 0 nays

H. Discussion and Possible Action: Job Description - Becky 7:05

a. Director of Accountability and Compliance

Becky presented the job description for the new position with a change to the title "Manager of Accountability and Compliance"

Sara Rose Bonetti motioned, Robert McGuire 2nd: 2 ayes, 0 nays

I. Discussion and Possible Action: 2023-2024 Organization Chart - Royce/ Becky 7:09

Royce presented the updated organizational chart with one new position listed

Sara Rose Bonetti motioned, Robert McGuire 2nd: 2 ayes, 0 nays

J. Closed Session: Public Employee Performance Evaluation  
(Gov. Code section 54957(b)(1).)  
Title: CEO

7:12 Bob McGuire motioned to enter closed sessions  
Sara Rose Bonetti 2nd: 2 ayes, 0 nays

Present: Robert McGuire, Sara Rose Bonetti, Wendy Tucker (Legal counsel, Procopio).

7:25 Bob McGuire motioned to return to open session  
Sara Rose 2nd: 2 ayes, 0 nays

Bob McGuire stated that the Board had nothing to report from closed session.”

K. Discussion and Possible Action: Chief Executive Officer Contract - 7:32

Robert McGuire stated “I move to approve a one year extension to Mr. Gough’s employment agreement on the same terms and conditions of employment, with his salary to be increased in an amount equal to the step increase on the salary schedule for an annual compensation of \$192,728.88.

L. Discussion and Possible Action: Board Calendar 2023-2024 - Royce - 7:35

Royce requested that the Board set only the first meeting date in July, with the understanding that the new Board Members would then be present at that, their first Board meeting, to make a decision about the annual calendar

Bob McGuire agreed and requested Royce place the annual calendar on the Board Agenda for July 20, 2023

M. Recognition of Departing Board Member: Sara Rose Bonetti - Royce

Royce presented his comments of appreciation for the excellent service to the Board provided by Sara Rose Bonetti. Robert McGuire expressed his gratitude to Sara for always bringing her unique perspective, stating the Board will “not be the same without you.” Sara Rose Bonetti thanked the Board “for the opportunity” and expressed her willingness to “help with whatever you might need.”

**IV. Closing items**

A. Board of Director’s Comments & Requests 7:40

Robert McGuire welcomed the new Board Members that were in the audience and expressed his gratitude for their willingness to join us. Robert McGuire also asked if there was anything the new Member might want addressed at the next Board meeting.

B. Announcement of Next Regular Scheduled Board Meeting 7:42

Robert McGuire announced the next Board Meeting to be July 20, 2023

C. Adjourn Meeting

Robert McGuire adjourned the meeting at 7:43

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Prepared By: Royce Gough

Noted By: Board Secretary \_\_\_\_\_

# 2023-2024 CSO Board Calendar



SEQUOIA  
GROVE  
CHARTER  
ALLIANCE

July 2023						
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August 2023						
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April 2024						
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June 2024						
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29	30					

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**Holiday Breaks**

- July 3 SGCA Birthday Celebration
- July 4 Independence Day
- Sep 4 Labor Day
- Nov 10 Veteran's Day
- Nov 20-24 Thanksgiving Break
- Dec 25-Jan 4 Winter Break
- Jan 15 Martin Luther King, Jr. Day
- Feb 16 Lincoln Day
- Feb 19 Washington Day
- Mar 25-29 Spring Break
- May 27 Memorial Day
- June 19 Juneteenth

Jan 5 office closed unpaid day

SGCA Board Meeting  
 School Board Meetings

Office Closed Unpaid Day Off  
 Office Closed/ Paid Holiday