



**Board Members**  
Dr. Charles Friedrichs, President  
Taryn Burgess, Board Secretary  
John Ing, Board Treasurer  
Crystal Madaule, Board Member  
Carrie Birchler, Board Member  
Dr. Bianca Guzmán, Board Member

## SCHOLARSHIP PREP REGULAR BOARD MINUTES

August 11, 2020 at 3:00pm

Dial In Number: 669-900-6833

Meeting ID: 859 9087 6988

Password: 253244

Due to the ongoing COVID-19 pandemic, this meeting will be held via teleconference only. Members of the public may observe the meeting and offer public comment using the dial-in information above.

### Agenda

**1.0 ROLL CALL - TIME: 3:01 pm**

Roll Call	Present	Absent
Dr. Charles Friedrichs, President	X	
Taryn Burgess, Board Secretary	X	
John Ing, Board Treasurer	X	
Crystal Madaule, Board Member	X	
Carrie Birchler, Board Member		X
Dr. Bianca Guzmán, Board Member	X	

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 READING OF THE SCHOLARSHIP PREP MISSION STATEMENT**

*“We are committed to provide a university-inspired pathway of success while closing the achievement gap for all students, including foster youth and those underserved.”*

**4.0 APPROVAL OF THE AGENDA**

*The Closed Session was removed from the meeting agenda. The Board unanimously approved the Agenda.*

**Motion :** TB      **Second:** CM      **Vote:** 5-0

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Taryn Burgess, Board Secretary	X		
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member			
Dr. Bianca Guzmán, Board Member	X		

**5.0 INVITATION TO ADDRESS THE BOARD ON ITEMS ON THE AGENDA**

Members of the public are invited to address the Board regarding items listed on the agenda. Comments should be limited to 3 minutes.

*The Board members may:*

- (1) Acknowledge receipt of information/report;*
- (2) Refer to staff with no direction as to action or priority; or*
- (3) Refer the matter to the next agenda.*

*There were no public comments.*

## **6.0 INVITATION TO ADDRESS THE BOARD ON ITEMS NOT ON THE AGENDA**

Members of the public are invited to address the Board regarding items not listed on the agenda but within the Board's jurisdiction. Comments should be limited to 3 minute. There shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda.

*The Board members may:*

- (1) Acknowledge receipt of information/report;*
- (2) Refer to staff with no direction as to action or priority; or*
- (3) Refer the matter to the next agenda.*

*There were no public comments.*

## **7.0 INFORMATION SESSION**

### **7.1. Organization Update by Jason Watts, Chief Operating Officer.**

*Jason Watts updated the Board on the growth of the Scholarship Prep including plans for an addition to the South Bay campus and a search for a Santa Ana high school site. Letters of intent were submitted to 4 districts in the Inland Empire regarding plans to petition the Counties of San Bernardino and Riverside to bring Scholarship Prep's program to their areas. Andrew Crowe and Taylor Ellis updated the board on the school reopening efforts with Distance Learning. Sarah Nakamoto- Schoenfeld introduced Allie Masse as the new Compliance Coordinator and commented that all 3 campuses are eligible to serve free lunches to the entire student body, and over 43,000 free meals were distributed to children since March 16th. Guadalupe Santos was introduced and thanked for her herculean efforts to recruit 500 families for the Palmdale petition, which has since been dropped.*

### **7.2. Budget Update by Larry Tamayo, ExEd.**

*Larry Tamayo of ExEd discussed the budget for the 2020-21 school year including the funds Scholarship Prep qualifies to receive: Learning Loss Mitigation Funds and GEER (Governor's Emergency Education Relief) funds. He also discussed the deferral of funds and the TRANS (Tax & Revenue Anticipation Notes) program being formed to assist schools through the deferral period.*

**7.3. Oceanside Campus Update by Valerie Douglass, Principal.**

*Principal Valerie Douglass updated the Board on the Oceanside campus improvements including new classrooms and the upcoming renovation to St. Francis Hall this fall. She discussed the school's growth of 100 new students and a strong waitlist.*

**7.4. Santa Ana Campus Update by Dennise Allotey, Principal.**

*Principal Dennise Allotey presented a short video on the happenings at the Santa Ana campus. She talked about the students' enthusiasm to begin school and that they were excited to receive their "swag bags" with school supplies.*

**7.5. South Bay Campus Update by Harris Luu, Principal.**

*Principal Harris Luu discussed the growth at the South Bay campus. A new Kinder wing has been created and enrollment has increased resulting in 3 new teachers being hired.*

**8.0 CONSENT CALENDAR**

**8.1. Approval of the Minutes of the Regular Board Meeting of July 21, 2020.**

**8.2. Approval of the Minutes of the Regular Board Meeting of August 4, 2020.**

**8.3. Approval of July 2020 Check Register - Oceanside.**

**8.4. Approval of July 2020 Check Register - Santa Ana.**

**8.5. Approval of July 2020 Check Register - South Bay.**

**8.6. Approval of Safe Reopening and Operation of Schools - Policy No. 20-0811-1.**

**8.7. Approval of 2020-2021 Parent/Student Handbook - Oceanside.**

**8.8. Approval of 2020-2021 Parent/Student Handbook - Santa Ana.**

**8.9. Approval of 2020-2021 Parent/Student Handbook - South Bay.**

**8.10. Approval of 202-2021 Parent/Student Handbook - Spanish Version.**

**8.11. Approval of ELD Teacher Job Description.**

**8.12. Approval of ELD Instructional Aide Job Description.**

**8.13. Approval of Coordinator Evaluation Form and Rubric.**

**8.13.1. Coordinator Evaluation Form**

**8.13.2. Coordinator Evaluation Rubric**

**8.14. Approval of Director Evaluation Form and Rubric.**

- 8.14.1. Director Evaluation Form
- 8.14.2. Director Evaluation Rubric
- 8.15. Approval of Classified Employee Evaluation Form and Rubric.
  - 8.15.1. Classified Employee Evaluation Form
  - 8.15.2. Classified Employee Evaluation Rubric
- 8.16. Approval of Special Education Teacher Evaluation Form and Rubric.
  - 8.16.1. Special Education Teacher Evaluation Form
  - 8.16.2. Special Education Teacher Evaluation Rubric
- 8.17. Approval of Revised 2020-2021 Board Meeting Calendar.
- 8.18. Approval of Oceanside - 2020-2021 Consolidated Application (CONAPP) Application for Funding.
- 8.19. Approval of Santa Ana - 2020-2021 Consolidated Application (CONAPP) Application for Funding.
- 8.20. Approval of South Bay - 2020-2021 Consolidated Application (CONAPP) Application for Funding.
- 8.21. Approval of Revised Fiscal Policies Manual.

*The Board unanimously approved the Consent Calendar.*

**Motion :** JI                      **Second:** TB                      **Vote:** 5-0

<b>Roll Call (8.1 - 8.21. Items )</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Taryn Burgess, Board Secretary	X		
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member			
Dr. Bianca Guzmán, Board Member	X		

**9.0 ACTION ITEM**

- 9.1. **Approval of Scholarship Prep Nomination and Election of Board President.**  
Recommend the Board to approve the Scholarship Prep Nomination and Election of Board President.

*Secretary Taryn Burgess nominated Charles Friedrichs to serve as President of the Board for the new year. Mr. Friedrichs accepted the nomination. The Board unanimously approved Charles Friedrichs to serve as president for the 2020-21 school year.*

**Motion :** TB                      **Second:** CM                      **Vote:** 4-0

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President			X
Taryn Burgess, Board Secretary	X		
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member			
Dr. Bianca Guzmán, Board Member	X		

**9.2. Approval of Scholarship Prep Nomination and Election of Board Secretary.**

Recommend the Board to approve the Scholarship Prep Nomination and Election of Board Secretary.

*President Charles Friedrichs nominated Taryn Burgess to serve as Secretary of the Board. Ms. Burgess accepted the nomination. The Board voted unanimously to approve Taryn Burgess to serve as secretary for the 2020-21 school year.*

**Motion :** CM                      **Second:** JI                      **Vote:** 4-0

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Taryn Burgess, Board Secretary			X
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member			
Dr. Bianca Guzmán, Board Member	X		

**9.3. Approval of Scholarship Prep Nomination and Election of Board Treasurer.**  
 Recommend the Board to approve the Scholarship Prep Nomination and Election of Board Treasurer.

*President Charles Friedrichs nominated John Ing to serve as Treasurer. Mr. Ing accepted the nomination. The Board voted unanimously to approve Mr. Ing as treasurer for the 2020-21 school year.*

**Motion :** TB                      **Second:** CM                      **Vote:** 4-0

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Taryn Burgess, Board Secretary	X		
John Ing, Board Treasurer			X
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member			
Dr. Bianca Guzmán, Board Member	X		

~~10.0~~ ~~CLOSED SESSION~~      *Removed from the Agenda*

~~10.1. Conference with Legal Counsel - Anticipated Litigation~~  
~~(Gov. Code section 54956.9(d)(2)-: {[one matter]}).~~

~~RECONVENE OPEN GENERAL SESSION~~

~~Reconvene Open General Session At: \_\_\_\_\_~~

~~Report out of closed session (if applicable):~~

**11.0 BOARD COMMENTS**

The Governing Board will take comments/updates from fellow board members, and staff for future agenda issues.

*The Board expressed their appreciation for all that the Exec Team and Staff have been doing to prepare for the new school year under the stressful conditions that the Coronavirus has presented. Board members noted the excitement shown by the students and families as they come back to school in a week.*

**12.0 UPCOMING BOARD MEETING/ISSUES**

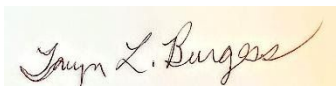
The next regularly scheduled Board Meeting is set for September 15, 2020 and will be held in Santa Ana or virtually if still under statewide Coronavirus emergency mandates.

**13.0 ADJOURNMENT:**

**Motion :** TB                      **Second:** CM                      **Vote:** 5-0

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Taryn Burgess, Board Secretary	X		
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member			
Dr. Bianca Guzmán, Board Member	X		

**MEETING ADJOURNED AT: 3:58 pm**

Approved by: 

Taryn Burgess, Board Secretary

Date: September 15, 2020



**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATION MAY BE MADE**

Notice is hereby given that, consistent with the requirements of the The Brown Act, special presentations not mentioned in the agenda may be made at this meeting.

However, any such presentation will be for information only.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of any individual with a disability who requires reasonable accommodation to attend or participate

in this meeting of the Governing Board may request assistance by contacting Michelle Anderson email: [manderson@scholarshipschools.org](mailto:manderson@scholarshipschools.org)

**BOARD DOCUMENTS**

Agenda documents that have been distributed to members of the Board and are available for inspection online by requesting from Michelle Anderson at [manderson@scholarshipschools.org](mailto:manderson@scholarshipschools.org) "during normal school business hours Mon- Friday" or at any of the Scholarship Prep School Offices during regular business hours.

Scholarship Prep Santa Ana - 1010 West 17th Street, Santa Ana, CA 92706  
7:30 a.m. to 4:00 p.m. Monday through Friday

Scholarship Prep Oceanside - 4070 Mission Avenue, Oceanside, CA 92057  
7:30 a.m. to 4:30 p.m. Monday through Friday

Scholarship Prep South Bay- 24910 S. Avalon Blvd., Wilmington, CA 90744  
7:30 a.m. to 4:00 p.m. Monday through Friday

**FOR MORE INFORMATION**

For more information concerning this agenda, please contact Michelle Anderson at: [manderson@scholarshipschools.org](mailto:manderson@scholarshipschools.org)