

**Revised**

**Community Collaborative Virtual School  
Regular Meeting of the Board of Directors  
Agenda – Phone-In Board Meeting**

100 East San Marcos Blvd., Suite 350, San Marcos, CA 92069  
1185 Calle Dulce, Chula Vista, CA 91910 619-417-7730  
39251 Camino Las Hoyas, Indio, CA 92203 619-733-8615  
16222 Quail Rock Road, Ramona, CA 92065 760-300-5966  
1160 Cuyamaca Avenue, Chula Vista, CA 91911 619-933-6176  
277 Boyd Road, Pleasant Hill, CA 94523 619-871-1771

Call In Number: 712-775-7031 Access Code: 870836  
Thursday, February 7, 2019 at 9:30 a.m.

**MISSION STATEMENT**

Our mission is to honor students and stakeholders by providing ongoing support and servant leadership in a professional, cohesive, and collaborative manner. We will strengthen programs through collaboration, innovation, communication, and the sharing of resources.

**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.

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

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, 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 Community Collaborative Virtual School at 760-494-9646.

**1. CALL TO ORDER AND ROLL CALL**

Time \_\_\_\_\_ a.m.

1.1. Roll Call

William Hall	President
Michael Humphrey	Vice President
Susan Houle	Clerk
Steve Fraire	Member
David Franklin	Member

**2. APPROVE/ADOPT AGENDA**

It is recommended the Board of Directors adopt as presented, the agenda for the Special Board Meeting of February 7, 2019.

Action

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**3. PUBLIC COMMENT – CLOSED SESSION**

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under section 8.0 Public Comments at Board Meetings.

**4. ADJOURN TO CLOSED SESSION**

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

**5. CLOSED SESSION**

**5.1 Conference with Legal Counsel-Anticipated Litigation**

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2):

a. Name of Case: A04O-2018

Legal Counsel: Rex Randall Erickson

**6. RECONVENE REGULAR MEETING**

**7. PLEDGE OF ALLEGIANCE**

Led by \_\_\_\_\_

**8. PUBLIC COMMENTS/RECOGNITION/REPORTS**

Please submit a Request to Speak to the Board of Directors card located on the exhibit table for any agenda item or non-agenda item to the Executive Director, prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written copy and an administrator will provide answers at a later date.

**9. CORRESPONDENCE/PROPOSALS/REPORTS**

**9.1. Program Update**

Discussion

**10. CONSENT AGENDA**

**10.1. Minutes of the Regular Board Meeting that was held on January 17, 2019**

**10.2. Check Register: January 1 - 31, 2019 - CPCS**

**10.3. Check Register: January 1 - 31, 2019 - CCV-Sage Oak Charter**

**10.4. Check Register: January 1 - 31, 2019 - CCV-Keppel Partnership**

Roll Call Vote:

William Hall

Michael Humphrey

Susan Houle

Steve Fraire

David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**11. PERSONNEL SERVICES**

**11.1. Approval of the Certificated Personnel Report**

It is recommended the Board approve the following certificated items.

EMPLOYMENT

<b>Program</b>	<b>Employee Number</b>	<b>Position</b>	<b>Action</b>	<b>Fiscal</b>	<b>Effective Date</b>
Sage Oak	AOLY	Teacher Facilitator	New Hire	\$19,685	2/11/19
Sage Oak	TBD	Teacher Facilitator	New Hire	\$19,685	2/18/19

CHANGE IN RELATIONSHIP

Program	Employee Number	From	To	Fiscal	Effective Date
Excel	A0BA	Teacher of Record	Teacher of Record/Community Liaison	\$200/mo. for 5 months TOTAL: \$1,000	2/1/19
Excel	A03M	Regional Leader	Regional Leader (Reduced)	\$75/mo. per teacher (max of 12) TOTAL: \$4,500	2/1/19

POSITIONS

Program	Position	Fiscal	Effective Date
Sage Oak	Teacher Facilitator Trainee (14)	\$300 for training and \$20/hour to sign K-8 student MAs (one hour per student max) TOTAL: \$11,200	2/8/19
Sage Oak	Education Advisor Trainee (7)	\$400 for training and \$20/hour to sign high school student MAs (two hours per student max) TOTAL: \$8,960	2/8/19

Roll Call Vote:

William Hall  
 Michael Humphrey  
 Susan Houle  
 Steve Fraire  
 David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

Action  
Enclosure

### 11.2. Approval of the Classified Personnel Report

It is recommended the Board approve the following classified items.

#### EMPLOYMENT

Program	Employee Number	Position	Action	Fiscal	Effective Date
Sage Oak	A0M0	Lead Coordinator, Business Services	New Hire	\$85,000	2/1/19
Sage Oak	A0KY	Office Coordinator	New Position/New Hire	\$50,000	2/8/19

#### CHANGE IN RELATIONSHIP

Program	Employee Number	From	To	Fiscal	Effective Date
Sage Oak	A0LB	Human Resources Clerk Part-Time	Human Resources Clerk Full-time	\$7,750	2/8/19

#### POSITIONS

Program	Position	Fiscal	Effective Date
Sage Oak	Human Resources Clerk	\$40,000	2/8/19
Sage Oak	Office Coordinator	\$50,000	2/8/19
Sage Oak	Accounts Payables and Vendor Services Clerk	\$37,440	2/25/19

#### Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**12. BUSINESS/FINANCIAL SERVICES**

Action  
Enclosure

**12.1. Approval of Increase to Per Diem Rates for Travel Reimbursement**

It is recommended the Board approve the increase to the per diem meal reimbursement rates while staff is attending school business, such as conferences, trainings, and off site meetings. The fiscal impact of this proposal would be, at most, \$15 per day per person.

Per Diem Proposed Changes*	Breakfast	Lunch	Dinner	Total Meal Per Diem
Original Rate	\$10	\$15	\$25	\$50
Proposed Rate	\$15	\$20	\$30	\$65
Difference	+\$5	+\$5	+\$5	+\$15

*All proposed increases include gratuity.*

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**12.2. Sage Oak Charter School Lottery Policy**

It is recommended the Board approve the school’s lottery process to ensure Sage Oak is following the law, and that their practice aligns with the law.

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**12.3. Ryan Sheehey - Key Note Speaker**

It is recommended the Board approve Ryan Sheehey, Keynote Speaker to speak at Sage Oak’s professional development on August 5, 2019, which includes breakout sessions for teachers. The theme for 2019-20 is “Be the One.”

Roll Call Vote:

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**13. CALENDAR**

The next scheduled meeting will be on March 7, 2019.

**14. BOARD COMMENTS**

**15. CEO COMMENTS**

**16. ADJOURNMENT**

Action

The Regular meeting of the Board of Directors adjourned at \_\_\_\_\_ a.m.

William Hall  
Michael Humphrey  
Susan Houle  
Steve Fraire  
David Franklin

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

FOR MORE INFORMATION

For more information concerning this agenda, please contact Community Collaborative Virtual School  
Telephone, 760-494-9646