



CSMH Board of Directors Meeting June 20, 2023 - Minutes

5:30 PM
@ 9530 Monterey Road Morgan Hill, CA 95037

Attendance

Present:

Members: Mary Borello, Garth Gilmour, Shelly Guerrero, Richard Marsh, Michelle Millard, Corina Sapien

Guests: Vivianne Brager, Paige Cisewski, Susan Pfefferlen

Absent:

Members: Pete Settelmayer, Heather Poore

I. Call to Order (Presenters: Richard Marsh)

The meeting was called to order at 5:34 p.m.

- A. Roll Call of Members
- B. Pledge of Allegiance
- C. Acknowledge the Mission and Vision Statement

Charter School of Morgan Hill uses project-based learning, strong family involvement, and community interaction to develop lifelong learners prepared to be successful and innovative participants in the global community.

- D. Adoption of Agenda)
- E. Approval of Minutes

- 1. Approval of Minutes from April 25, 2023

Motion:

A motion to approve the Minutes from April 25, 2023, was made by Richard Marsh and seconded by Michelle Millard.

Approved 6-0.

Garth Gilmore abstained

- 2. Approval of Minutes from June 6, 2023

Motion:

A motion to approve the Minutes from June 6, 2023, was made by Richard Marsh and seconded by Garth Gilmour.

Approved 6-0.

Mary Borello abstained

II. Public Comment - members of the public may speak on any topic not on the agenda

Please submit a "Speaker's Request" to Vivianne Brager prior to the meeting being called to order. Upon recognition by the Chair of the Board, please identify yourself before speaking. The CSMH Board of Directors reserves the right to limit speaking time to three (3) minutes or less per individual, and to limit the total time for public communication to no more than 20 minutes.

There was no public comment.

III. Action Items

A. Approve Local Control Accountability Plan (LCAP) for 2023-2024

The LCAP is intended as a comprehensive planning tool to support student outcomes and is an important component of the Local Control Funding Formula (LCFF). Under the LCFF, all local educational agencies (LEAs) and charter schools are required to prepare an LCAP, which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities identified pursuant to California Education Code (EC) sections 52060(d), 52066(d), and 47605 In adopting the LCAP the governing board shall:

- Hold at least one public hearing to solicit recommendations and comments from the public regarding the specific actions and expenditures in the LCAP. Notice posted at least 72 hrs. before the hearing must provide location for public inspection of LCAP. This public hearing occurred during the CSMH Board meeting on June 6, 2023.
- Hold the public hearing at the same meeting as the public hearing required on the LEA budget. The public hearing on the budget also occurred during the CSMH Board meeting on June 6, 2023.
- At a subsequent meeting, the governing board adopts the LCAP and the LEA budget.

It is recommended that the Charter School of Morgan Hill Board of Directors approve the 2023-2024 Local Control and Accountability Plan.

Motion:

A motion to approve the 2023-2024 Local Control Accountability Plan (LCAP) was made by Mary Borello and motion seconded by Michelle Millard.

Approved 7-0.

B. Approve Budget for 2023-2024

At the June 6, 2023, CSMH Board meeting, the public was presented with the opportunity to comment on a proposed 2023-2024 budget for CSMH.

It is recommended that the Charter School of Morgan Hill Board of Directors approve the 2023-2024 budget.

Motion:

A motion to approve the 2023-2024 budget was made by Garth Gilmour and seconded by Mary Borello.

Approved 7-0.

C. Approve Fiscal Year 2023-24 Expenditure Plan for Education Protection Account (Proposition 55 Funds)

California voters approved Proposition 30 on November 6, 2012 and therefore Proposition 30 was added to Article XIII, Section 36 to the California Constitution effective November 7, 2012. The monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost. The governing board of a district or charter school shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board. Staff recommends that monies from this account be spent on certificated staff salaries and associated benefits.

Motion:

A motion to approve the Fiscal Year 2023-24 Expenditure Plan for Education Protection Account (Proposition 55 Funds) was made by Richard Marsh and seconded by Garth Gilmour.

Approved 7-0.

D. Approve Personnel Report

It is recommended that the Charter School of Morgan Hill Board of Directors approve the Personnel Report for the upcoming school year.

Motion:

A motion to approve the Personnel Report was made by Richard Marsh and seconded by Michelle Millard.

Approved 7-0.

E. Declaration of Need for Fully Qualified Educators

Occasionally, despite a diligent search, the Charter School of Morgan Hill is unable to find fully credentialed teachers to place in vacancies. In such cases, it may be necessary to assign teachers to instruct in subjects that are not authorized by their current credentials. The California Commission on Teacher Credentialing understands these needs and provides alternatives that allow these assignments.

The California Code of Regulations, Title 5, requires that the Board of Education annually adopt a Declaration of Need for Fully Qualified Educators prior to the issuance of limited assignment permits and/or emergency permits for the upcoming school year. The Declaration must include the recruitment efforts the School has made to employ fully credentialed teachers and an estimate of the number of teachers that may need to be employed under the authorization of an emergency or limited assignment permit. This Declaration of Need is submitted to the Board for action in order to meet these legal requirements and is valid for no more than twelve months and will expire on June 30, 2024.

CSMH places a strong emphasis on recruiting fully credentialed teachers. However, finding fully qualified teachers can be challenging since the current demand generally exceeds the supply of these credentials. The Commission on Teacher Credentialing requires the Board to take action to approve the Declaration of Need in an open session of a regularly scheduled board meeting. Upon approval, the necessary documents will then be timely filed with the appropriate agencies.

It is recommended that the CSMH Board of Directors approve the Declaration of Need for Fully Qualified Educators for the Charter School of Morgan Hill.

Motion:

A motion to approve the Declaration of Need for Fully Qualified Educators was made by Michelle Millard and motion seconded by Mary Borello.

Approved 7-0.

F. Request Grants from the CSMH Foundation for a total of \$63,810.73

We are proposing that the CSMH Board of Directors make a request for the following grants from the CSMH Foundation:

\$30,555.23 - The CSMH Foundation supports the costs of field trips. The total amount spent on field trips during the 2022-2023 school year was \$80,555.23. The CSMH Foundation had already provided a \$50,000 grant. This grant request would be for the remaining balance of \$30,555.23.

\$27,592 - This grant request is to offset the cost of the concrete pad and assembly of the new greenhouse.

\$5,663.50 - This is the remaining amount due from the Foundation for school supplies.

Motion:

A motion to approve a Request for Grants from the CSMH Foundation for a total of \$63,810.73 was made by Richard Marsh and seconded by Mary Borello.

Approved 7-0.

G. Accept Grant from the CSMH Foundation for \$7,450

Diana Gill, CSMH Family Engagement Coordinator, is an indispensable resource for the Foundation and CSMH. Since 2018, Diana has been a driving force in fundraising efforts with the Class Supply campaign, the Gala Event, and the Family Fun Fest which have generated increasingly greater amounts over the past few years. The November 2022 Gala was the most successful ever with net proceeds of over \$227,000. This June, with the transition of the leadership of Liz Bolton, Diana took on the full coordination of the Family Fun Fest.

In recognition of the significance of Diana's contributions over the past five years, the Foundation has requested that CSMH give her an after-tax bonus of \$5,000. It is proposed that this bonus be funded with a grant to CSMH of \$7,450 which, after payroll and withholding taxes, would be calculated to a net bonus of \$5,000.

Motion:

A motion to accept a Grant from the Foundation for \$7,450 was made by Richard Marsh and seconded by Mary Borello.

Approved 7-0.

IV. Discussion Items

A. Report on CSMH's progress on meeting local performance indicators

The State Board of Education (SBE) approved standards for the local indicators that support a local educational agency (LEA) in measuring and reporting progress within the appropriate priority area. The approved performance standards require an LEA to:

- Annually measure its progress in meeting the requirements of the specific LCFF priority.

- Report the results as part of a non-consent item at a regularly scheduled public meeting of the local governing board/body in conjunction with the adoption of the LCAP.
- Report results to the public through the Dashboard utilizing the SBE-adopted self-reflection tools for each local indicator.

B. Employee Retention Credit

Executive Director, Paige Cisewski, will discuss this program with the Board of Directors.

V. Reports

A. Executive Director report

Paige Cisewski thanked Susan Pfefferlen for her wonderful job of heading the 8th grade graduation, end-of-year assembly, and reading all of the report cards.

B. Principal report (Presenters: Susan Pfefferlen)

Susan Pfefferlen informed the Board that 72 students graduated. It was a great ceremony despite some technical difficulties. PBL World Staff Development is upcoming and seven staff members are attending.

C. Board Members reports

VI. Upcoming Events

VII. Adjournment

The meeting adjourned at 6:54 p.m.