



REGULAR MEETING OF THE BOARD OF DIRECTORS

August 28, 2023, 6:00 pm Open Session

At 1111 Gravenstein Hwy N, Sebastopol, CA 95472

(Assembly Building)

Sebastopol Charter welcomes your participation at the School's Board of Director meetings. The purpose of a public meeting is to conduct the affairs of the school in public. We are pleased that you are in attendance and hope that you will attend these meetings often.

- This meeting will be conducted in accordance with the Brown Act, Government Code Section 54950 et seq.
 - This meeting is being held in a wheelchair accessible location. To request a disability related accommodation(s) to participate in the meeting, please contact Lori Grey, the School's Office Manager, at 707-824-9700 ext. 301 at least three business days before the meeting date.
 - Agendas and informational packets are available to members of the public. These are also posted online at: www.sebastopolcharter.org/forms-and-publications/
 - **PUBLIC COMMENT INSTRUCTIONS:** The public may comment at board meetings. If you wish to speak, please fill out a "Request to Speak" form and hand it to the Board President. Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record.
1. Items not on the agenda: Each speaker may speak for up to three minutes, with fifteen minutes total allotted for public comment on non-agenda items. Note that the Board cannot discuss items that are not on the agenda and will therefore not respond substantively to comments addressing such items.
 2. Items on the agenda: Before the Board begins its consideration of an agenda item, interested public will have the opportunity to comment on that particular item. Each speaker may speak for up to three minutes with thirty minutes total allotted for public comment on each agenda item. Note that once the Board begins its discussion the item is closed for public comment unless the Board re-opens public comment.

BOARD MEETING CODE OF CONDUCT

- Express gratitude and appreciation. ● Maintain open, respectful body language.
 - Give your full listening attention ● Stand in the other's shoes.
- Use a normal tone of voice. ● Don't interrupt. ● Use respectful language.
- Own your mistakes ● Be brief and respect others. ● Take the high road.
- Monitor your inner thoughts. ● Give each other the benefit of the doubt.
 - Don't talk behind others' backs.

SCHOOL VERSE

This is our school

Let peace dwell here

Let warmth flood our hearts

Light fill our heads

And good flow from our hands

Let us remember

That many hands built this place

So that many hearts could make a school



REGULAR MEETING OF THE BOARD OF DIRECTORS

August 28, 2023, 6:00 pm Open Session
 To Be Held at Sebastopol Charter School – Assembly Room

AGENDA

OPEN SESSION

Procedural

A. CALL TO ORDER

Meeting called to order by Matt Langley at:

B. ROLL CALL

Matt Langley, Chair

Chaz Mathais, Vice Chair

Jennifer Klein, Director

Linda Switzer Clopton, Director

Sara Margulis, Director

Present	Absent	Late	Arrival Time

Others attending: Chris Topham (CT), John Azzizi, Lori Grey - taking minutes

Communications

- A. PUBLIC COMMENT (ON ITEMS NOT ON THE AGENDA)
- B. OFFICIAL CORRESPONDENCE: None
- C. NEXT MEETING: REGULAR MEETING – Monday, October 2, 6:00 pm

Procedural

- A. ADJUSTMENT OF AGENDA

CONSENT AGENDA ITEMS

- A. MINUTES FROM JUNE 19
- B. JUNE & JULY 2023 REGULAR WARRANTS
- C. LOCAL PMT REG MAY & JUNE 2023

Staff Recommendation: Approve all consent agenda items

Motion:

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

Information (Reports and other items scheduled for information):

- EXECUTIVE DIRECTOR’S REPORT
- FACULTY REPORT
- CHARTER FOUNDATION REPORT
- BOARD OF DIRECTORS’ REPORTS OTHER REPORTS (Committees, Task Forces, CF Liaison etc.)

Items Scheduled For Consideration (Action may be taken on items discussed):

PUBLIC COMMENT ON ITEMS THAT ARE ON THE AGENDA: If you wish to speak on an item that is on the agenda (including closed session agenda items), please fill out a “Request to Speak” form and hand it to the Board President. Your name will be called when it is your turn to speak. Bear in mind that your comments become part of the public record. Before the Board begins its consideration of an agenda item, interested public will have the opportunity to comment. Each speaker may speak for up to three minutes with thirty minutes total allotted for public comment on each agenda item. Note that once the board begins its discussion, the item is closed for public comment.

- A. (ACTION) REVIEW AND APPROVE BOARD POLICY: BP 3430 INVESTMENT POLICY
Establish an Investment Policy for the School.

Staff Recommendation: Approve establishment of an Investment Policy for the School

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

B. (ACTION) ESTABLISH INVESTMENT ACCOUNT

Authorize the Executive Director to establish an institutional investment account for the School with The Vanguard Group.

Staff Recommendation: Approve authorization for ED to establish an institutional account for the School

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

C. (ACTION) INVESTMENT POLICY - DELEGATION OF AUTHORITY

Authorize the Executive Director to delegate day-to-day operations of the School's investment activity to the CFO/Finance Manager. It is understood that the Executive Director is still responsible for the overall investment program.

Staff Recommendation: Approve authorization for ED to delegate day-to-day operations of the School's investment activity to the CFO/Finance Manager.

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

D. UNAUDITED ACTUALS 2022-2023

Review and consider approval of 2022-23 Unaudited Actuals financial report.

Staff Recommendation: Approve 2022-23 Unaudited Actuals financial report

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

E. 2023-24 APPLICATION FOR FUNDING (TITLE I PROGRAM)

Approve the 23-24 Consolidated Application [CONAPPS] for Title I Part A Funding

Staff Recommendation: Approve the 23-24 CONAPPS for Title 1 Part A Funding

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

F. (ACTION) MEMORANDUM OF UNDERSTANDING BETWEEN CHARTER FOUNDATION AND SEBASTOPOL CHARTER SCHOOL

Staff Recommendation: Approve MOU between Charter Foundation and Sebastopol Charter School

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

G. (ACTION) COVID SAFETY PLAN

Staff Recommendation: Approve Covid Safety Plan

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

H. (ACTION) INJURY AND ILLNESS PREVENTION PROGRAM

Staff Recommendation: Approve Injury and Illness Prevention Program

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

I. (ACTION) BP6158 INDEPENDENT STUDY POLICY

Staff Recommendation: Approve Independent Study Policy

Moved by:		(ML)		(CM)	
Seconded by:		(JK)		(LC)	
Action:		(SM)			

J. (DISCUSSION) BOARD RETREAT PLANNING AND SCHEDULING

Identify Items for Future Agenda

ADJOURNMENT - The meeting was adjourned at: _____pm