

Virtual Preparatory Academy at Lucerne

BOARD OF GOVERNORS MINUTES OF THE REGULAR BOARD MEETING AGENDA Wednesday, May 25, 2022 2:00 PM

Meeting Location: Conference Call +1 888-585-9008 Conference Room ID#: 404245753

NOTICE: Individuals wishing to speak at the Board Meeting are encouraged to sign up 24 hours in advance of the meeting. Individuals wishing to speak may call (888) 628-2542 and list their names for public input during the meeting.

Meeting Called to Order at: 1:59 PM

Welcome and Roll Call

Board Member	Present	Absent
Delores Collins, President	x	
Jack Pierce, Member	x	

Adoption of Agenda

Adopted

Board Member	Moved	Second	Aye	No	Abstain
Delores Collins	x		x		
Jack Pierce		x	x		

Seating of New Board Member

The Board will consider Rina Fernandez as a board member.

Adopted

Board Member	Moved	Second	Aye	No	Abstain
Delores Collins	x		x		
Jack Pierce		x	x		

Approval of Minutes

4/29/22 Special Meeting

Adopted

Board Member	Moved	Second	Aye	No	Abstain
Delores Collins	x		x		
Jack Pierce		x	x		
Rina Fernandez			x		

Public Comment

Members of the public may address the Board at regular meetings on agenda or non-agenda items that are within the subject matter jurisdiction of the Board, and at special meetings on agenda items only. Speakers should plan to call the indicated conference call number on the agenda and join by conference call at the beginning of the meeting at the time indicated. Speakers to items not on the agenda for action will be heard at the conclusion of the public input period. Each speaker is allowed a maximum of three minutes for his or her comments. Accommodations are made for translation and for those needing assistance. Each speaker may only make a single appearance at each Board Meeting. Exceptions are made for items labeled "Public Hearing".

Administrative Reports:

Michelle Romaine, Head of School

Kristen Mandell, Assistant Head of School & Operations Manager

Information Items

25.05.01 Accel School April Services vendor Invoice

Accel School Services is a vendor for services to Virtual Preparatory Academy at Lucerne. They provide the Learning Management System, IT support, Financial statements, Accounts payable and receivable, payroll processing and reporting, HR information and benefits.

25.05.02 Accel School Services vendor ~~invoice~~

For accrued expenditures for school operations from Dec 2020 - Mar 2022

Discussion ensued: Correction to the language of the keyed item: This is not an invoice. This is a payment request from the Accel School Services vendor for permission to transfer funds from the school account to pay for the invoices already approved.

New Business for Action

25.05.03 Employee Non-Exempt Contract Template **Adopted**

This contract will be used for the hiring of Non-Exempt Virtual Preparatory Academy at Lucerne employees.

Board Member	Moved	Second	Aye	No	Abstain
Delores Collins			x		
Jack Pierce		x	x		
Rina Fernandez	x		x		

25.05.04 Certificated Employee Contracts **Adopted**

It is recommended that the Board ratify the following employee contracts.

22230001, 22230002, 22230003, 22230004, 22230005, 22230006

Board Member	Moved	Second	Aye	No	Abstain
Delores Collins			x		
Jack Pierce		x	x		
Rina Fernandez	x		x		

Discussion ensued: description of contract information to include: four elementary teachers, one special education teacher, and one high school teacher.

Motion for Adjournment

Board Member	Moved	Second	Aye	No	Abstain
Delores Collins		x	x		
Jack Pierce	x		x		
Rina Fernandez			x		

Meeting adjourned at: 2:19 P.M.