

Virtual Preparatory Academy at Lucerne

BOARD MEETING MINUTES

Wednesday, November 16, 2022 2:00 PM

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

Individuals wishing to speak at the board meeting during the public comment period may call (888) 628-2542. Individuals may also direct written comments to the Head of School, Michelle Romaine, at mromaine@vpreplucerne.org.

MEETING AGENDA & RELATED MATERIALS

For more information concerning this agenda or for materials relating to this meeting, please contact the Head of School, Michelle Romaine, at mromaine@vpreplucerne.org. Any public records relating to an agenda item for an open session of the Board shall be available for inspection at 2335 W. Foothill Blvd., Upland, CA 91786.

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 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 may request assistance by contacting the Head of School, Michelle Romaine, at mromaine@vpreplucerne.org.

I. Opening Items

- A. Meeting Called to Order 2:02 PM
- B. Welcome and Roll Call
- C. Board findings pursuant to Government Code Section 54953(e)

The Board shall consider adopting the following findings:

The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020 and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

D. Adoption of Agenda

E. Election of Board Member Adopted: 2 yay (Pierce and Van Epps) ; 0 nays; 0 abstentions
The Board will consider electing Rina Fernandez as a director of the Board.

F. Approval of Minutes Adopted: 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
10/14/22 Regular Board Meeting

G. 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 on 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".

II. Information Items

Independent Audit Report

The state of California requires a financial and programmatic audit for all charter schools after the close of the school year to certify financial solvency and programmatic compliance with all independent study laws and regulations. The audits test, among other things, student attendance reporting, Independent Study Master Agreements, student work samples, and state compliance requirements.

A. Administrative Reports:

Michelle Romaine, Head of School
Kristen Mandell, Principal

III. Action Items

A. Certificated Employee Contracts Adopted: 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
The Board will consider ratifying the following new employee contract: 22230042 (one Special Education Teacher).

B. First Interim Adopted: 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
Local educational agencies (LEA's) are required to file a First Interim report on the status of the LEA's financial health. The Board will consider the approval of the First Interim report.

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C. Conflict of Interest Code Adopted: 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
The Board will consider approval of a Conflict of Interest Code.

D. Accel School Services Vendor Invoice Adopted: 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
The Board will consider approval for the payment of invoice for September services.

E. Accel School Services Expense Invoice Adopted: 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
The Board will consider approval for the payment of expenses for May-August.

F. Key Charter Advisors Contract Adopted: 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
The Board will consider approving a contract with Key Charter Advisors, LLC.

G. Staff Fundraising Policy Adopted: 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
The Board will consider approval of a Staff Fundraising Policy related to non-official fundraising through crowdfunding platforms like DonorsChoose.

IV. Closing Items

A. Board Member Comments

B. Motion for Adjournment 3 yay (Pierce, Van Epps and Hernandez) ; 0 nays; 0 abstentions
The meeting adjourned at 2:35 PM