

Virtual Preparatory Academy at Lucerne

MINUTES of the REGULAR BOARD MEETING AGENDA

Wednesday, April 20, 2023 2:30 PM

Meeting Location: 2335 W Foothill Blvd. #11 Upland, Ca. 91786

Members of the public may also observe and participate in the meeting via Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/85160196493?pwd=a1h3RjNtTWYvTmdlNy83TElpU2lrUT09>

Phone Access: 669-900-6833 or 213-338-8477

Meeting ID: 851 6019 6493 Passcode: 697055

Individuals wishing to speak at the board meeting during the public comment period may do so at the designated time, in-person at the location(s) above, via Zoom or through the telephone numbers above, or by directing advance 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 2:35 PM

Governing Board Meeting
VPA Lucerne

Date: April 20, 2023

B. Welcome and Roll Call

C. Adoption of Agenda **Adopted:** 4 yays (Pierce, Fernandez, Van Epps, Wirt) ; 0 nays; 0 abstentions

D. Approval of Minutes **Adopted:** 4 yays (Pierce, Fernandez, Van Epps, Wirt) ; 0 nays; 0 abstentions
3/15/23 Regular Board Meeting

E. 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. At the designated time for public comment, speakers line up at the designated podium at the meeting locations(s), use the “raise hand” function on Zoom, or calling the indicated phone number on the agenda pressing *9 to “raise your hand.” 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”.

F. Closed Session

Conference with Legal Counsel - Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 1 case.

G. Administrative Reports:

Michelle Romaine, Head of School
Kristen Mandell, Principal
Sandra Ramirez, ELD Administrator

II. Action Items

A. Appointment of President and Chief Executive Officer **Adopted:** 4 yays (Pierce, Fernandez, Van Epps, Wirt) ; 0 nays; 0 abstentions
The Board will consider and approve the appointment of an employee to the Chief Executive Officer role.

B. Appointment of Board Chair **Adopted:** 3 yays (Pierce, Van Epps, Wirt) ; 0 nays; 1 abstention
The Board will consider and approve the appointment of a member of the board to the Board Chair role.

C. Appointment of Board Secretary **Adopted:** 3 yays (Pierce, Fernandez, Wirt) ; 0 nays; 1 abstention
The Board will consider and approve the appointment of a member of the board to the Secretary Chair role.

D. Appointment of Chief Financial Officer/Treasurer Role **Adopted:** 3 yays (Pierce, Fernandez, Van Epps) ; 0 nays; 1 abstention
The Board will consider and approve the appointment of a member of the board to the Chief Financial Officer/Treasurer role.

E. Employee Contract Templates **Adopted:** 3 yays (Pierce, Fernandez, Wirt) ; 0 nays; 1 abstention
The Board will consider approval of the employee contract templates.

Governing Board Meeting
VPA Lucerne

Date: April 20, 2023

These contracts will be used for the hiring of Virtual Preparatory Academy at Lucerne employees.

F. Teacher Salary Schedule **Adopted:** 3 yays (Pierce, Fernandez, Wirt) ; 0 nays; 1 abstention

The Board will consider approval of the Teacher Salary Schedule for 23-24

G. School Calendar SY23-24 **Adopted:** 3 yays (Pierce, Fernandez, Wirt) ; 0 nays; 1 abstention

The Board will consider approval of the SY23-24 school calendar.

H. Accel School Services Expense Invoice **Adopted:** 4 yays (Pierce, Fernandez, Van Epps, Wirt) ; 0 nays; 0 abstentions

The Board will consider approval for the payment of expenses for February.

I. Whistleblower and Anti-Fraud Policy **Adopted:** 4 yays (Pierce, Fernandez, Van Epps, Wirt) ; 0 nays; 0 abstentions

The Board will consider and approve a Whistleblower and Anti-fraud policy.

III. Closing Items

A. Board Member Comments

B. Motion for Adjournment **Adopted:** 4 yays (Pierce, Fernandez, Van Epps, Wirt) ; 0 nays; 0 abstentions

The meeting adjourned at 3:44 PM