

BOARD OF GOVERNORS
VIRTUAL PREPARATORY ACADEMY at LUCERNE

REGULAR BOARD MEETING AGENDA

Location:
 Conference Call
 +1 888-585-9008
 Conference Room ID#: 404245753
 5:00 p.m. Wednesday, November 18, 2020

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: 5:00 PM

Voice Roll Call

Board Member	Present	Absent	Position
Julie Walsh	X		Chair
Jack Pierce	X		Member

Adoption of Agenda ADOPTED

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

Approval of Minutes – Regular Board Meeting - Wednesday, September 16, 2020 5:00 p.m. PST ADOPTED

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

Public Speakers

Speakers to items for action on this agenda 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”.

Information Item

18.11.1 Quarterly financial update on the Virtual Preparatory Academy at Lucerne's finances as of the first quarter (July - September).

Information Item: These updates will include a look at the income statement vs. preliminary budget, balance sheet, cash flow statement, and vendor payment summary. It will also provide a narrative to explain actual vs. budgeted variances. These items are being presented to keep the board informed on the school's up to date financial picture.

New Business for Action

18.11.2 2020-2021 Consolidated Application for Funding **ADOPTED**

To receive federal categorical funds for a school year, Virtual Preparatory Academy at Lucerne must apply for the funds. The school is required to review and receive approval of their Application for Funding with their governing board. This ratification is required to meet the timeline.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

18.11.3 Independent Auditor's Report **ADOPTED**

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, student county residency, financial status, internal controls, and compliance with Pupil Teacher Ratio regulations and 80/40 expenditure requirements. The draft audit report has been completed for Virtual Preparatory Academy at Lucerne and is being submitted at this meeting for Board receipt and approval prior to the audit submission to the CDE by no later than date of December 15, 2020.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

18.11.4 Desert Mountain Charter Special Education Local Plan Area (SELPA) Local Plan Revised 2020-2021. **ADOPTED**

On September 18, 2020, the California Association of Health and Education Linked Professionals (CAHELP) JPA Governance Council took action to approve the 2020-21 revised Desert/Mountain Charter Special Education Local Plan Area (SELPA) Local Plan.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

18.11.5 Special Education Local Plan (SELPA) Statement of Assurances **ADOPTED**

In accordance with the federal and state laws and regulations, the Virtual Preparatory Academy at Lucerne certifies they will administer the Special Education Local Plan Area. This plan has been adopted by the appropriate local board(s) (district/county) and is the basis for the operation and administration of special education programs.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

Head of School Michelle Romaine

Instruction Report John Russell

Operations Report Chad Predix

Human Resources Emily Schmidt

Marketing Report Brandon Krueger or Susie Siever

Finance Report Thorne Perun

Motion for Adjournment

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

Meeting adjourned at: 5:23 PM

**BOARD OF GOVERNORS
VIRTUAL PREPARATORY ACADEMY at LUCERNE**

MINUTES OF THE REGULAR BOARD MEETING AGENDA

Location: Conference Call +1-888-585-9008

Conference Room ID#: 404-245-753

5:00 p.m., Wednesday, September 16, 2020

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Meeting Called to Order at: 5:00 PM

Voice Roll Call

Board Member	Present	Absent	Position
Julie Walsh	X		Chair
Jack Pierce	X		Member

Adoption of Agenda **ADOPTED**

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

Approval of Minutes – Special Board Meeting – Wednesday, July 29, 2020 5:00 p.m. PST **ADOPTED**

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

Public Speakers

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New Business for Action

16.09.1

Virtual Preparatory Academy at Lucerne Assessment Plan Revision

Information Item:

The Initial assessment plan presented noted NWEA/MAP as the local assessment tool. The ACCEL Schools is now recommending a move to iReady for all schools. Like NWEA/MAP, iReady can be used for diagnostic and benchmark assessments. Additionally, this diagnostic assessment identifies which students are experiencing difficulties with specific skills and provides actionable data and reports to guide teachers in adjusting and aligning instruction and supports. i-Ready automatically updates data reports every time a student completes a diagnostic assessment in the system so teachers can keep track of each student's skills progression, adjust instruction if needed, and gauge each student's growth towards their target and projected estimates for the year.

16.09.2 **ADOPTED**

Learning Continuity and Attendance Plan Template 2 (LCAP 2) 2020-2021

The LCAP is a tool for schools to set goals and utilize resources to improve student outcomes. The Learning Continuity Plan 2 replaces the LCAP for the 2020-2021 school year and supersedes the requirements in Executive Order N-56-20 established in April 2020. This plan is intended to memorialize the planning process that is already underway for the 2020-2021 school year.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

16.09.3 **ADOPTED**

2020-2021 Application for Funding

The 2020-2021 application for funding needs a ratification due to California Department of Education required filing date. Virtual Preparatory Academy at Lucerne is required to review and receive approval of their Application for Funding selections with their local governing board.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

16.09.4 **ADOPTED**

Unaudited Actuals for Approval

Unaudited actuals are the first two months of expenditures against the approved preliminary budget. Unaudited actuals are required by the state of CA and to meet the requirements of the state the ~~Monterey~~ Lucerne board must receive and approve the unaudited actuals report.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

16.09.5 ADOPTED

2020-2021 School Calendar

Additional instructional days were added to the original school calendar previously approved by the board to include a total of 180 days.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

16.09.6 Parent/Guardian and Student Handbook ADOPTED

The Handbook was designed to provide an understanding of the general rules and guidelines for attending and receiving instruction at Virtual Preparatory Academy at Lucerne.

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		

Head of School Michelle Romaine

Instruction Report Shannon McElwain

Operations Report Chad Predix

Marketing Report Brandon Krueger

Finance Report Michael Smith and Thorne Perun

Motion for Adjournment

Meeting adjourned at: 5:15 PM

Board Member	Moved	Second	Aye	No	Abstain
Julie Walsh	X		X		
Jack Pierce		X	X		