

## ROADS EDUCATION ORGANIZATION

### Regularly Scheduled Meeting of the Governing Board

**Saturday, June 9, 2018 – 9:00 AM**

*This meeting will be held at the following location:  
Pivot Charter School North Valley, 1350 E 9<sup>th</sup> St Suite 150  
Chico, CA 95928*

*Members of the Governing Board:*

*Jim Lewis, Kevin Harrigan, Tom Halvorsen, Ralph Holmes, Patricia Martel, OJ Sutherland, Steve Siegel*

### AGENDA & MINUTES

The Roads Education Organization complies with ADA requirements and, upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting materials available in appropriate alternative formats (pursuant to Government Code Section 54953.2).

Anyone requiring reasonable accommodation to participate in the meeting should contact the Executive Director at (530) 906-0658, 48 hours prior to the meeting.

**ANYONE WHO IS UNABLE TO ATTEND THIS MEETING IN PERSON MAY ARRANGE TO ATTEND VIA VIDEO CONFERENCE AT THEIR SCHOOL LOCATION. CONTACT THE SITE ADMINISTRATOR TO ARRANGE ACCESS**

#### **1. OPENING SESSION**

1.1. Call to Order & Roll Call.

The meeting was called to order by Chairman Lewis at 9:00am.

Governing Board Member Roll Call:

Halvorsen	Present
Harrigan	Present
Holmes	Present
Lewis	Present
Martel	Present
Siegel	Present
Sutherland	Present

Also present: Pivot Executive Director Jayna Gaskell, EdTec representatives Bryce Fleming and Eric Noll, Pivot administrators, staff members, and students

1.2. Flag Salute

1.3. Agenda Modifications & Approval of Agenda

No modifications to the agenda were made.

Motion to approve agenda: Martel

Second: Holmes

Vote: Unanimously approved

#### **2. PUBLIC COMMENT**

This time is reserved for citizens, employees, and representatives of school groups to address the Board on items that are not on the agenda. By law the Board cannot take action upon or discuss items that are not on the approved agenda, but welcomes your comments. Persons addressing the Board are asked to state their names

and whether or not they are a resident of the district. The Board President reserves the right to limit comments from the public as well as the amount of time spent on any one topic.

No comments from the public were made.

### 3. REPORTS AND PRESENTATIONS TO THE BOARD/DISCUSSION ITEMS

#### 3.1. Pivot Charter School North Valley Presentation – Pivot North Valley Staff and Students

Students and staff presented on field trips, photography club, and a proposal for a new Life Skills course for Pivot Charter School.

#### 3.2. Executive Director Report – Executive Director

Discussion included enrollment lotteries, enrollment and curriculum plans for 2018-19, educational partnerships with various organizations, and updates on closing charters and startup process for new charters with new authorizers. The Executive Director also proposed facilities updates which will be reviewed by the Ad-hoc Facilities Subcommittee of the Board.

#### 3.3. Financial Update – EdTec

2017-18 year end forecast was presented. Updates to the 2018-19 budget were discussed, detailing how the current proposal differs from the original preliminary proposal presented at the March Board meeting.

#### 3.4. Update on Pivot Program Changes and Student Data – Systems and Accountability Coordinator and Executive Director

Analysis of data included topics such as demographic comparisons with local districts, credit completion, student benchmark assessment results, and withdrawal rates broken out by various subgroups of students. New plans and policies for the 2018-19 school year were discussed, as well as outcome of the preliminary implementation of some of these in 2<sup>nd</sup> semester of 2017-18.

#### 3.5. LCAP Presentation – Systems and Accountability Coordinator and Chief Business Officer

Student and parent survey results were discussed, as well as key points in the 2018-19 LCAPs for each school.

### 4. ACTION ITEMS

#### 4.1. Election of Board Member Officers: Chairman, Vice Chairman, Secretary, Treasurer - Chairman of the Board

Discussion occurred at the March Board meeting regarding board member terms and election of officers. Officers elected at this time will serve two year terms. These terms will be retroactive, effective January 2018. There will be no Treasurer elected at this time.

Motion to elect Jim Lewis as Chairman: Holmes

Second: Martel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye

Siegel	Aye
Sutherland	Aye

Motion to elect Kevin Harrigan as Vice Chairman: Lewis

Second: Holmes

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

Motion to elect Tom Halvorsen as Secretary: Lewis

Second: Martel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.2. Approval of Education Protection Account (EPA) resolution and spending plans for; Pivot San Diego, Pivot North Valley and Pivot Online Charter School -North Bay – EdTec

Motion to approve and adopt: Martel

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.3. Approve Board Meeting Calendar 2018-2019:

August 31, 2018	10:30 AM	Pivot Charter School North Bay
November 10, 2018	8:30 AM	Pivot Charter School Riverside

January 26, 2019	8:30 AM	Pivot Charter School North Bay
January 27, 2019	8:30 AM	Pivot Charter School North Bay
March 23, 2019	8:30 AM	Pivot Charter School North Valley
June 8 <sup>th</sup> , 2019	8:30 AM	Pivot Charter School San Diego (following Pivot Charter School San Diego graduation June, 7 <sup>th</sup> )

Modifications to the Board meeting calendar:

The November meeting in Riverside will be moved to November 3, 2018

The January meetings in North Bay will be moved to January 25-26, 2018

Motion to approve the calendar as modified: Martel

Second: Harrigan

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.4. Amend board meeting minutes from November 2016 regarding board member terms and to confirm the current board member terms – Chief Business Officer

Motion to approve November 2016 Board meeting minutes as amended: Siegel

Second: Martel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.5. Charter Safe Insurance Renewal – Chief Business Officer

A motion was made to approve and accept Charter Safe Insurance Renewal Proposal, and authorize Chief Business Officer to sign.

Motion: Harrigan

Second: Halvorsen

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

#### 4.6. Curriculum Contracts Approval – Chief Business Officer

At future June Board meetings, the curriculum contracts will all appear on the consent agenda, regardless of whether Roads Education Organization financial policies require approval by the Board.

Motion to approve curriculum contracts as presented and authorize the Chief Business Officer to sign any associated agreements: Martel

Second: Holmes

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

#### 4.7. EdTec Contract Renewal – Chief Business Officer and Executive Director

A motion was made to approve the full service EdTec contract, and authorize the Executive Director (ED) and/or Chief Business Officer (CBO) to sign it. Direction was given to the ED and CBO to discuss and decide whether to utilize the proposed contract reduction for miscellaneous client services, based on whether Pivot staff can complete all of these tasks without EdTec support. The Board does not mandate this reduction in services, but will support the decision to utilize it if the ED and CBO desire to do so.

Motion: Martel

Second: Halvorsen

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye

Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.8. Graduation Requirements Change from 210 Credits to 225 Credits – Executive Director

Motion to approve new graduation requirements as presented: Martel

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.9. Consolidated Application Certification of Assurances including Protected Prayer Pivot Online Charter School North Bay – Ed Tec

Motion to approve: Halvorsen

Second: Harrigan

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.10. Consolidated Application Certification of Assurances including Protected Prayer Pivot San Diego – EdTec

Motion to approve: Halvorsen

Second: Harrigan

Vote:

Halvorsen	Aye
Harrigan	Aye

Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.11. Consolidated Application Certification of Assurances including Protected Prayer Pivot Charter School San North Valley – EdTec

Motion to approve: Halvorsen

Second: Harrigan

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.12. Resolution regarding the transfer of assets/liabilities from Pivot Charter School San Diego – Chief Business Officer

The Board discussed the closure of Pivot Charter School San Diego. Board members reiterated the decision to close the school due to the need to reopen under new authorization because of the Anderson vs. Stasta court decision, and to assign Executive Director Jayna Gaskell as the individual responsible for directing closure activities.

Motion to approve and adopt: Halvorsen

Second: Sutherland

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.13. Resolution regarding the transfer of assets/liabilities from prior school Pivot Charter School North Valley to new school Pivot North Valley II- Chief Business Officer

The Board discussed the closure of Pivot Charter School North Valley. Board members reiterated the decision to close the school due to the need to reopen under new authorization because of the Anderson vs. Shasta court decision, and to assign Executive Director Jayna Gaskell as the individual responsible for directing closure activities.

Motion to approve and adopt: Halvorsen

Second: Sutherland

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.14. Resolution regarding the transfer of assets/liabilities from prior schools to new school Pivot Online Charter School – North Bay to Pivot Charter School North Bay – Chief Business Officer

The Board reiterated that this transfer is only related to the resource center in Santa Rosa, CA. The prior/existing school Pivot Online Charter – North Bay will continue to operate under its existing charter, but will no longer operate its resource center facility. The resource center will be operated by the new school Pivot Charter School North Bay, which is why assets/liabilities related to the resource center must be transferred from one school to the other.

Motion to approve and adopt: Halvorsen

Second: Sutherland

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.15. Resolution regarding Education Protection Account and associated spending plans – EdTec  
This item is the same as item 4.2. Item 4.15 is hereby struck from the agenda.

4.16. Memorandum of Understanding with San Marcos Unified School District – Executive Director

Board members discussed the section regarding the San Marcos area representative for the Roads Education Organization/Pivot Charter School San Diego II Board, and provided direction to the Executive Director to work with legal counsel to establish wording to insert into the MOU regarding this section. Should SMUSD choose to exercise the right to appoint a Board Member to the Roads Education Organization Governing Board, that person will count as the San Marcos area representative. If the Roads Education Organization begins the process of selecting a San Marcos area representative, formal written notice will be provided to SMUSD to ascertain whether they intended to appoint a Board Member who would instead serve in that seat.

A motion was made to grant authority to the Executive Director to sign the MOU with changes noted above. If there are additional significant changes, they must first be reviewed by a subcommittee of the board consisting of the Chair and Vice Chair.

Motion: Halvorsen

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.17. Memorandum of Understanding with Oak Grove Union School District – Executive Director

It was noted that this MOU covers both schools authorized by Oak Grove, and this new MOU supersedes the MOU that was previously in place for Pivot Online Charter – North Bay. The Board discussed a change regarding the insurance section, where a potential typo was discovered. The amount listed in Section 7A regarding property insurance should be changed to \$30 million.

A motion was made to grant authority to the Executive Director to sign the MOU with changes noted above. If there are additional significant changes, they must first be reviewed by a subcommittee of the board consisting of the Chair and Vice Chair.

Motion: Halvorsen

Second: Martel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.18. Memorandum of Understanding with Riverside County Office of Education – Executive Director

A motion was made to grant authority to the Executive Director to continue negotiating with RCOE regarding the MOU concerns and to sign the MOU once ready. If there are significant changes from the current draft, they must first be reviewed by a subcommittee of the board consisting of the Chair and Vice Chair.

Motion: Siegel

Second: Martel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

4.19. Resolution to Establish a Riverside County Treasury Account in accordance with Education Code Section 47651(a)(1).

Motion to approve and adopt: Halvorsen

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

**5. CONSENT AGENDA**

- 5.1. Approval of Minutes – March 24, 2017
- 5.2. Approval of Check Registers – March, April, May 2017
- 5.3. School Immigration Policy
- 5.4. Independent Study Policies
- 5.5. Instructional Minute Calculations
- 5.6. School Calendars for 2017-2018
- 5.7. Local Dash Board Indicator Report
- 5.8. Homeless Education Policy Pivot North Valley
- 5.9. Homeless Education Policy Pivot Online Charter School - North Bay
- 5.10. Homeless Education Policy Pivot San Diego

Modification proposed for title of item 5.1 – change “2017” to “2018”

Modification proposed for title of item 5.2 – change “2017” to “2018”

Modification proposed for title of item 5.6 – change “2017-2018” to “2018-2019”

Motion to approve consent agenda as modified: Lewis

Second: Halvorsen

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

**6. PUBLIC HEARINGS**

6.1. PUBLIC HEARING TO SOLICIT INPUT ON THE SPECIFIC ACTIONS AND EXPENDITURES PROPOSED TO BE INCLUDED IN THE 2017-18 LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR PIVOT ONLINE CHARTER SCHOOL - NORTH BAY PRIOR TO THE ADOPTION OF THE LCAP ON JUNE 12TH 2018.

Opened at: 12:50pm  
Closed at: 12:50pm  
No comments from the public were made.

6.2. PUBLIC HEARING TO SOLICIT INPUT ON THE SPECIFIC ACTIONS AND EXPENDITURES PROPOSED TO BE INCLUDED IN THE 2017-18 LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR PIVOT CHARTER SCHOOL NORTH BAY PRIOR TO THE ADOPTION OF THE LCAP ON JUNE 12TH 2018.

Opened at: 12:50pm  
Closed at: 12:51pm  
No comments from the public were made.

6.3. PUBLIC HEARING TO SOLICIT INPUT ON THE SPECIFIC ACTIONS AND EXPENDITURES PROPOSED TO BE INCLUDED IN THE 2017-18 LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR PIVOT CHARTER SCHOOL RIVERSIDE PRIOR TO THE ADOPTION OF THE LCAP ON JUNE 12TH 2018.

Opened at: 12:51pm  
Closed at: 12:51pm  
No comments from the public were made.

6.4. PUBLIC HEARING TO SOLICIT INPUT ON THE SPECIFIC ACTIONS AND EXPENDITURES PROPOSED TO BE INCLUDED IN THE 2017-18 LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR PIVOT CHARTER SCHOOL NORTH VALLEY II PRIOR TO THE ADOPTION OF THE LCAP ON JUNE 12TH 2018.

Opened at: 12:52pm  
Closed at: 12:52pm  
No comments from the public were made.

6.5. PUBLIC HEARING TO SOLICIT INPUT ON THE SPECIFIC ACTIONS AND EXPENDITURES PROPOSED TO BE INCLUDED IN THE 2017-2018 LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR PIVOT CHARTER SCHOOL SAN DIEGO II PRIOR TO THE ADOPTION OF THE LCAP ON JUNE 12TH 2018.

Opened at: 12:52pm  
Closed at: 12:53pm  
No comments from the public were made.

**7. NEXT REGULARLY SCHEDULED BOARD MEETINGS**

Day	Date	Time	Location
Friday	September , 2018	10:30 am	Santa Rosa

It was noted that the next regularly scheduled Board Meeting date is August 31, 2018 (not September as listed in the table above).

**8. CLOSED SESSION:**

The board adjourned into closed session at 12:55pm

8.1. Public Employee Performance Evaluation (Government Code Section 54957)  
Title: Executive Director

8.2. Conference with Labor Negotiators (§government code 54957.6), agency designated represented,  
Jayna Gaskell: all unrepresented employees

**9. REPORT OUT OF CLOSED SESSION**

The board reconvened into open session at 2:21pm  
No action was taken in closed session.

**10. ACTION ITEMS CONTINUED:**

10.1. Approval of Compensation Plan for Roads Education non-represented employees- Board  
Chairman

A motion was made to approve the compensation plan as presented, including a 3% COLA for 2018-19, a temporary regional livability allowance for staff based in Santa Rosa for 2018-19, a non-elective contribution to the Pivot Charter Schools 403(b) Plan for employees actively employed at the end of the 2017-18 fiscal year, and updated entry salaries for certain positions.

Motion: Halvorsen

Second: Holmes

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Aye
Siegel	Aye
Sutherland	Aye

10.2. Review of Executive Director Compensation Comparable Salaries – Board Chairman

10.3. Resolution to Approve Executive Director Compensation – Board Chairman

The resolution to approve Executive Director Compensation will be numbered 2018-5, not the originally posted 2018-4, which was a typo. However, the vote regarding this resolution will be postponed to the next Roads Education Organization Board meeting.

**11. ADJOURNMENT**

The meeting was adjourned by Chairman Lewis at 2:25pm.