

**Cottonwood Creek Charter School
Board of Directors' Meeting Minutes**

For

Monday, August 10, 2020

3:30 p.m. Cottonwood Creek Charter School Library
3425 Brush Street, Cottonwood, California 96022

- 1. CALL TO ORDER** – Lynn Peebles, President, called the meeting to order at 3:30 p.m.

Board members present: Lynn Peebles, President; Christopher Lynn, Treasurer; Jeff Larceval, Parent Representative

Board members absent: Toni McNulty, Parent Representative

Others Present: Mark Boyle, Charter School Director; Judy Vazquez, Administrative Assistant; Laura Merrick, Chief Business Officer

- 2. PLEDGE OF ALLEGIANCE** – Mark Boyle led the flag salute.

- 3. PUBLIC COMMENT** - None

- 4. ACTION ITEMS/DISCUSSION ITEMS**

A. Approval of Agenda

Action: Motion was made by Jeff Larceval to approve the agenda. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

B. Approval of Minutes from the July 29, 2020 Board Meeting

Action: Motion was made by Christopher Lynn to approve the minutes from the July 29, 2020 board meeting. The motion was seconded by Jeff Larceval.

Vote: Unanimous in favor.

C. Approval of Warrants

Action: Motion was made by Jeff Larceval to approve the warrants as presented. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

D. Approve 45-Day Budget Revision for 2020/2021 School Year Budget

Laura Merrick, Chief Business Officer, presented the 45-day budget revision.

Action: Motion was made by Jeff Larceval to approve the 45-Day Budget Revision for the 2020/2021 school year budget. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

E. Approve Health and Safety Policy for COVID-19 (Board Policy 2020-01).

The Health and Safety Policy for COVID-19 was discussed and reviewed.

Action: Motion was made by Christopher Lynn to approve the Health and Safety Policy for COVID-19 (Board Policy 2020-01). The motion was seconded by Jeff Larceval.

Vote: Unanimous in favor.

F. Approve Injury and Illness Prevention Plan COVID-10 Addendum

Action: Motion was made by Christopher Lynn to approve the Injury and Illness Prevention Plan COVID-10 Addendum. The motion was seconded by Jeff Larceval.

Vote: Unanimous in favor.

G. Accept Letter of Resignation

Natalie Roeschlaub – Instructional Aide

Action: Motion was made by Jeff Larceval to accept the letter of resignation from Natalie Roeschlaub. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

H. Approve Hiring of Classified Staff

Kaitlyn McGowan – Instructional Aide

Action: Motion was made by Jeff Larceval to approve the hiring of Kaitlyn McGowan as an instructional aide. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

I. Approve Certificated Extra-Duty Stipends for 2020/2021 School Year (1st Semester)

Sarah Fitch – Library (\$4,000)

Patrick Bloom – Yearbook (\$2,500); 8th Grade Advisor (\$2,500)

Kayla Ritcheson – Dance (\$500/quarter)

Marie Thompson – Mystery Science (\$500/quarter)

Scott Clare – Sportsmania (\$500/quarter) and School Yard Games (\$500/quarter)

Elayne Brindley – Volleyball (\$500/quarter)

Patrick Bloom - Study Hall (\$500/quarter) Two days a week

Greg McKinley – Study Hall (\$500/quarter) Two days a week

Jennifer Barker – Study Hall (\$500/quarter) Two days a week

Elayne Brindley – Homeschool Facilitator Stipend (\$500 per student/quarter)

Marie Thompson – Homeschool Facilitator Stipend (\$500 per student/quarter)

Elizabeth Boyle – Homeschool Facilitator Stipend (\$500 per student/quarter)

Sarah Fitch – Homeschool Facilitator Stipend (\$500 per student/quarter)

Scott Clare – Homeschool Facilitator Stipend (\$500 per student/quarter)

Greg McKinley – Homeschool Facilitator Stipend (\$500 per student/quarter)

Alyssa Clare – Homeschool Facilitator Stipend (\$500 per student/quarter)

Patrick Bloom – Homeschool Facilitator Stipend (\$500 per student/quarter)

Action: Motion was made by Jeff Larceval to approve the Certificated Extra-Duty Stipends for the 2020/2021 school year with the stipulations that the first quarter elective pay be prorated since electives are not starting immediately and all teachers serving as a homeschool facilitator have a maximum of three students. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor

J. Approve Yearly Nursing MOU with Shasta County Office of Education

Nursing MOU for 1 Year (July 1, 2020 to June 30, 2021)

Action: Motion was made by Christopher Lynn to approve the Yearly Nursing MOU with Shasta County Office of Education. The motion was seconded by Jeff Larceval.

Vote: Unanimous in favor.

5. INFORMATIONAL ITEMS

A. COVID-19 Updates/Start of School

B. 2020/21 Budget Forecast

C. Facilities Report

1) Water Damage Insurance Claim

2) Multipurpose Room Financing

3) Security Cameras

4) COVID-19 Facility Needs

D. Board Vacancy

E. Enrollment and Class Size Projections for 2020/21

7. FUTURE ITEMS/NEXT MEETING DATE: MONDAY, SEPTEMBER 14, 2020, AT 3:30 PM (REGULAR BOARD MEETING)

8. ADJOURN

Motion was made by Christopher Lynn to adjourn the meeting. Motion was seconded by Jeff Larceval.
The meeting was adjourned by Lynn Peebles at 5:23 p.m.

MINUTES APPROVED

Lynn Peebles

Christopher Lynn

Jeff Larceval

Toni McNulty

