Oasis Charter Public School

1135 Westridge Parkway, Salinas, CA 93907

T: (831) 424-9003 F: (831) 424-9005

Agenda for Under Construction Education Network

(*includes materials furnished to Board Members)

UCEN Board Meeting of Directors

Tuesday February 28, 2023

Time: 5:15pm
Place:
Oasis Charter School
1135 Westridge Parkway
Salinas, CA 93907
Office Board Table
Or
via Zoom/hybrid Teleconference

Join Zoom Meeting

https://zoom.us/j/95951088531?pwd=YitJbHdiVW9Tskd3ZDNCTINzTnJJZz09

Meeting ID: 959 5108 8531

Passcode: AVXZ71

+16699009128,,95951088531#,,,,*440320# US (San Jose)

***PERSONS WISHING TO ADDRESS THE BOARD OF DIRECTORS***

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member of the public for oral comment, such comment will be limited to (3) minutes in accordance with law. Your comments will be heard (with no action taken) under the designated section of this agenda. For the record: state your name, title, whom you represent, and the agenda item you are addressing. The Board will not respond to your comments at this time. Your questions, concerns and/or input will be referred to the appropriate person.

Note: The Oasis Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact Dr. Natalie Zayas at (831) 424-9003 at least 72 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132))

*PARA TODAS AQUELLAS PERSONAS QUE DESEAN HABLAR O DIRIGIRSE A LOS MIEMBROS DE LA MESA DIRECTIVA *

INFORMACIÓN PARA EL PÚBLICO: El público está invitado a asistir y participar en las juntas (donde se indica en la agenda) de la Mesa Directiva de Oasis. Rellene el formulario disponible en la puerta y entrégue lo al Secretario de la Mesa Directiva antes de que comience la reunión y lo llamarán durante el período de comentarios. Sus comentarios serán escuchados (sin tomar acción) durante la sección correspondiente de esta agenda. Cuando el Presidente de la Mesa Directiva reconoce a un miembro del público para comentarios orales, dicho comentario se limitará a (2) minutos de acuerdo con la ley. Para el archivo, diga su nombre, título, a quien representa y el artículo de la agenda a que se quiere referir. Los miembros de la Mesa Directiva no responderán a sus comentarios en ese momento. Sus preguntas, preocupaciones y comentarios serán referidas al departamento correspondiente.

Nota: La Mesa Directiva de Oasis anima a las personas con discapacidades a participar plenamente en el proceso de reuniones públicas. Toda persona con necesidades especiales que requiera alguna modificación o arreglo especial puede llamar a la Dr Natalia Zayas al (831) 424-9003 dentro de 72 horas de una junta regular, o dentro de 24 horas de una junta especial para hacer todo nuestro mejor esfuerzo razonable para satisfacer sus necesidades. (Código Governmental § 54954.2; Americanos con Discapacidades de 1990, § 202 (42 U.S.C. § 12132))

1.0 REGULAR AGENDA

1.1 Call Meeting to Order: President

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President: Yes ___Absent____

Margie Wiebusch-Vice President: Yes ___Absent____
3.0 PLEDGE OF ALLEGIANCE:

4.0 DISCUSSION/ACTION/RESOLUTION

1.2 Board findings pursuant to Government Code Section 54953(e)

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.

RECOMMENDATION/ACTION: UCEN President

“That the Board of Directors adopts the finding as written and approves to continue to have virtual meetings via Zoom.”

5.0 ADOPTION AGENDA

That the Governing Board approve the agenda as presented.

6.0 APPROVAL OF THE MINUTES

That the Governing Board approve the minutes of the Regular Meeting of January 24, 2022.

That the Governing Board approve the minutes of the Special Meeting of February 11, 2023

7.0 BOARD OF TRUSTEE COMMENTS

Board Members wishing to address agenda items and/or other items may do so at this time.

8.0 PUBLIC COMMENT

Individuals wishing to address agenda items and/or other items, may do so at this time or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).
9.0 Closed Session

9.1 Executive Director Evaluation Tool

10.0 Reconvene to Open Public Session

11.0 Acknowledgements

11.1 Teacher Presentation: Teacher Andy Franco, Literacy Intervention Teacher

12.0 CONSENT CALENDAR

Board members may withdraw an item(s) for further discussion from the consent calendar after a motion and second has been made.

12.1 ACTION ITEM: Executive Director Dr. Natalie Zayas

That the Governing Board approve the board policy for the use of smartphones and other such devices at school.

13.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

13.1 DISCUSSION: Projected 2023-2024 School Year Staffing Needs. Executive Director, Dr. Natalie Zayas

That the Governing Board receives the 23-23 School year staffing needs.

13.2 DISCUSSION: Enrollment Update. Office Manager, Grisela Macias

That the Governing Board receive an enrollment update report.

13.3 RECOMMENDATION/ACTION: 2021-2022 Fiscal Audit

That the Governing Board receive the 2021-2022 Fiscal Audit

13.4 ACTION: 2022-2023 Second Interim Budget

That the Board receive and approve the 2022-2023 Interim Budget 2

13.5: ACTION: Comprehensive Safety Plan 2023-2024: Executive Director, Dr. Natalie Zayas

That the Governing Board receive and approve the Oasis Charter Public School Comprehensive Safety Plan
13.6: ACTION: Replace flooring

That the Governing Board approve the replacement of flooring in three more classrooms due to flooring being put over carpet in the past.

13.7: DISCUSSION: Board Recruitment

That the Governing Board discuss methods of Board recruitment.

13.8 ACTION: Heating Units

That the Governing Board approve, with stipulations, the approval of 2 heating units.

14.0 STAFF REPORTS


14.2 Receive Oral Report from Oasis Charter School Executive Director Dr. Natalie Zayas

An update on school-wide activities undertaken by the Executive Director.

15.0 FUTURE AGENDA ITEMS

16.0 NEXT MEETING DATE

16.1 Next Board Meeting on Tuesday, March 28, 2023

17.0 ADJOURNMENT
Minutes for Under Construction Education Network
(*includes materials furnished to Board Members)

UCEN Board Meeting of Directors

Tuesday January 24, 2023

Time: 5:15pm
Place:
Oasis Charter School
1135 Westridge Parkway
Salinas, CA 93907
Office Board Table
Or
via Zoom/hybrid Teleconference

Join Zoom Meeting

https://zoom.us/j/95951088531?pwd=YitJbHdiVW9TSkd3ZDNCTINzTnJJZz09

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member of the public for oral comment, such comment will be limited to (3) minutes in accordance with law. Your comments will be heard (with no action taken) under the designated section of this agenda. For the record: state your name, title, whom you represent, and the agenda item you are addressing. The Board will not respond to your comments at this time. Your questions, concerns and/or input will be referred to the appropriate person.

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1.0 REGULAR AGENDA

1.1 Call Meeting to Order: President Vasquez

Meeting was called to order at 5:15 however there was no quorum. Board President, Jackie Vasquez announced they would wait 15 minutes and if still no quorum, the meeting would be rescheduled. At 5:25 p.m. the meeting was reconvened with a full quorum.

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President: Yes x Absent___
Margie Wiebusch-Vice President: Yes _x__Absent_x__

Maria Alvarez - Member: Yes _x__Absent___

Steve Duran - Treasurer: Yes _x__Absent___

Jamie Stracuzzi- Member: Yes _x__Absent___

3.0 PLEDGE OF ALLEGIANCE:

Pledge was led by Jackie Vasquez, Board President

4.0 DISCUSSION/ACTION/RESOLUTION

1.2 Board findings pursuant to Government Code Section 54953(e)

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.

RECOMMENDATION/ACTION: UCEN President

“That the Board of Directors adopts the finding as written and approves to continue to have virtual meetings via Zoom.”

Motioned to approve by President Jackie Vasquez, Seconded by Board Member Steve Duran.

Vote on Motion: 3-0 Motion: PASSED

5.0 ADOPTION AGENDA

That the Governing Board approve the agenda as presented.

Motioned to approve by Board Member Steve Duran, Seconded by President Jackie Vasquez

Vote on Motion: 4-0 Motion: PASSED

6.0 APPROVAL OF THE MINUTES

That the Governing Board approve the minutes of the Regular Meeting of December 13, 2022.
Motioned to approve by Member Duran; seconded by President Vasquez.

Vote on Motion: 4-0  Motion: Passed

7.0 BOARD OF TRUSTEE COMMENTS

Board Members wishing to address agenda items and/or other items may do so at this time.

Members Duran and Vasquez thanked Dr. Zayas and her team for getting the gates fixed and stressed their appreciation for everything she has been doing to help move the school forward as well as all the support she gives this Board.

8.0 PUBLIC COMMENT

Individuals wishing to address agenda items and/or other items, may do so at this time or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

No public comments

9.0 Closed Session

10.0 Reconvene to Open Public Session

President Vasquez reconvened the meeting and had nothing to report from the Closed Session.

11.0 Acknowledgements

11.1 Teacher Presentation: Jordan Hamilton, Kindergarten Teacher

Miss Hamilton gave an overview of the Kinder curriculum, teaching methods used and updates on field trips and school wide programs.

The Board members were appreciative, thankful and praised Miss Hamilton for her excellent practices.

12.0 CONSENT CALENDAR

Board members may withdraw an item(s) for further discussion from the consent calendar after a motion and second has been made.

12.1 ACTION ITEM: Executive Director, Dr. Natalie Zayas

That the Governing Board approve the board policy, Section V, Article XXI: 504 Plan. This policy has been reviewed by Sonoma SELPA and legal.
12.2 ACTION ITEM: Executive Director, Dr. Natalie Zayas

That the Governing Board approve the board policy, Section V, Article XIX: Special Education. This policy has been reviewed by Sonoma SELPA and legal.

12.3 ACTION ITEM: Quarterly Williams Act Report; Executive Director, Dr. Natalie Zayas

That the Governing Board receive and approve the quarterly Williams Act Report.

President Vasquez motioned to approve the Consent Calendar; Member Duran seconded the motion.

Vote on Motion: 4-0 Motion: Approved

13.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

13.1 RECOMMENDATION AND ACTION: Oasis Community Council (OCC) Budget Request; Council Treasurer, Erica Santos.

That the Governing Board review and approve the OCC budget request of $2,000 for February through April, 2023.

Ms. Santos corrected the requested amount to $2900.

Member Duran made a motion to approve the budget with the corrected requested amount of $2900; President Vasquez seconded the motion.

Vote on Motion: 4-0 Motion: Approved

13.2 DISCUSSION/RECOMMENDATION/ACTION: Summer School 2023 Schedule and Budget: Executive Director, Dr. Natalie Zayas

That the Governing Board review and approve the summer school 2023 plans presented by the Summer School Committee, comprised of Mariana Amador, Marissa Bartelt, Nicole Borba, Andy Franco, Sal Guerra, Juan Lopez, Mari Meza, Rosanna Munoz, Katie Oviedo, Cori Puente, Maria Tavares, Zyla Torres, Theresa Valente, Yessica Xirum, and Executive Director, Natalie Zayas.

Executive Director Zayas updated the Board on the Summer School Program: School Counselor Maria Tavares has volunteered to be the director. Family Liaison Mariana Amador has volunteered to run the office. The Learning Recovery Grant ($233,000) will be used for funding. Team agreed on a four week session. Team to provide core and enrichment programs but there will be no special education per the State of California. Group had discussion on schedule and Ms. Zayas informed the group that the schedule is
dictated by the State. In conclusion, Ms. Zayas notified the Board that she has set aside $120,000 of the grant for the 2023-24 Life After School Program.

**President Vasquez motioned to approve; Member Duran seconded the motion.**

**Vote on Motion: 4-0 Motion: Approved**

13.3: **DISCUSSION: SPECIAL REPORT: Executive Director, Dr. Natalie Zayas, Mid-Year Report**

That the Governing Board review the Executive Director’s Mid-Year Report

Dr. Zayas gave a brief overview of changes that have been made since the school year began:

- Replaced and increased office staff giving us 40+ years of administrative experience;
- Restructured leadership and staff meetings to strengthen the teams and foster better communication, autonomy and improve moral;
- Increased enrollment through advertising programs;
- Addressed many of the multiple compliance and incident reporting issues; continues to improve daily.

President Vasquez noted the level of professionalism on presentations to the MCOE have improved dramatically.

**NO ACTION: Informational only**

13.4 **DISCUSSION: Update on Building and Safety; Executive Director, Dr. Natalie Zayas**

That the Governing Board receive an oral update on building and safety updates.

Dr. Zayas updated the group on the progress of certain project:

- Phase one of the flooring project has been completed. Due to funding we will wait to finish the remaining areas;
- Perimeter security gates have been fixed and are now secure, still working on interior gates;
- Conducting survey on playground improvements.

Member Duran requested looking into completing the flooring project rather than waiting. Dr. Zayas will contact the accounting team to research available grants. Additionally, President Vasquez asked that the older students be considered when making determinations and/or changes to the playground.
NO ACTION: Informational only

13.5 RECOMMENDATION/ACTION: Interim Budget 2022-23; Executive Director, Dr. Natalie Zayas

That the Governing Board review and approve the interim budget for FY2022-23.

Dr. Zayas reviewed the First Interim Budget for 2022-23:

- Enrollment is increasing, we are currently at 166 enrolled students.
- Waiting for Governor’s budget to pass;
- President Vasquez spoke to the funding of Science Camp. She wants to make sure all students get the opportunity to go regardless of funding. Dr. Zayas agreed and will keep the Board informed if she runs into any obstacles.
- Dr. Zayas informed the group the Office Manager, Grisela Macias has updated and corrected our enrollment numbers with the State, thereby saving us thousands of dollars.

Member Duran motioned to approve, President Vasquez seconded the motion.

Vote on Motion: 4-0 Motion: Approved

13.6 ACTION: Special Meeting, Brown Act Training

That the Governing Board approve a date, time and modality for the special meeting for Brown Act training.

Dr. Zayas advised the group that the attorney feels an in-person training would be beneficial. After discussing, the group decided on Saturday, February 11th at 9:00 a.m. It was also agreed that the OCC would be invited and the session would be put in webinar format for those unable to attend.

President Vasquez motioned to approve, seconded by Member Duran.

Vote on Motion: 4-0 Motion: Approved

14.0 STAFF REPORTS

14.1 Receive Focus on Learning report from Oasis Charter School Curriculum Coordinator Katelyn Gaines.

Ms. Gaines gave a demonstration on the process of how a typical “Focus on Learning” lesson is worked and used.

President Vasquesz thanked and praised Ms. Gaines for not only this interactive demonstration but for the overall curriculum used at Oasis.
No Action: Informational only

14.2 Receive Oral Report from Oasis Charter School Executive Director, Dr. Natalie Zayas

Dr. Zayas’ update included the following:

- Attending recruitment fair in Salinas on February 25th
- Employment survey underway to determine staffing next school year;
- Attended safety training with Office Manager, Grisela Macias;
- Will be attending a Chief Business Officer (CBO) training in Sacramento;
- Website found to have malware in it and a service call has been placed;
- ADA incredibly low at 79.34%, working to educate parents on protocol;
- Notified group Ms. Gaines will be going on maternity leave and Scott Laxier has agreed to substitute until her return.
- An update on school-wide activities undertaken by the Executive Director.

No Action: Informational only

15.0 FUTURE AGENDA ITEMS

Group discussed the lunch program and researching alternatives, perhaps even cooking meals here at school. Dr. Zayas reminded the group that we are under contract with the current provider but that staff are already working to improve meals while adhering to the rules and regulations put forth by the State. And finally, Dr. Zayas wanted the Board to know that Yessica Xirum had been doing a wonderful job managing the Nutrition Program.

16.0 NEXT MEETING DATE

16.1 Next Board Meeting on Tuesday, February 28, 2023

17.0 ADJOURNMENT

Meeting adjourned at 7:18 p.m.
Oasis Charter Public School
1135 Westridge Parkway, Salinas, CA 93907
T: (831) 424-9003 F: (831) 424-9005

Special Meeting
UCEN Board Brown Act Training Minutes

Agenda for Under Construction Education Network
(*includes materials furnished to Board Members)
UCEN Board Meeting of Directors

Saturday, February 11, 2023
Time: 9:00 am
Place:
Oasis Charter School
1135 Westridge Parkway
Salinas, CA 93907
Or
via Zoom/hybrid Teleconference

Join Zoom Meeting
https://zoom.us/j/95951088531?pwd=YtJbHdiVW9TSkd3ZDNCTINzTnJJZ09
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1.0 REGULAR AGENDA

1.1 Call Meeting to Order: President

Meeting was called to order by Board President Jacqueline Vasquez at 9:12 a.m.

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President: Yes ___ Absent ___
Margie Wiebusch-Vice President: Yes ___ Absent ___
Maria Alvarez - Member: Yes ___ Absent ___ x ___
Steve Duran - Treasurer: Yes ___ Absent ___
Jamie Stracuzzi- Member : Yes ___ Absent ___ x ___

3.0 DISCUSSION/ACTION/RESOLUTION

1.2 Board findings pursuant to Government Code Section 54953(e)

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.

RECOMMENDATION/ACTION: UCEN President

"That the Board of Directors adopts the finding as written and approves to continue to have virtual meetings via Zoom."

Motioned to approve by President Jacqueline Vasquez, Seconded by Board Member Steve Duran.

Vote on Motion: 3-0 Motion: PASSED

4.0 ADOPTION AGENDA

That the Governing Board approve the agenda as presented.
Motioned to approve by Board President Jacqueline Vasquez, seconded by Board Member Steve Duran.

Vote on Motion: 3-0  Motion: PASSED

6.0 BOARD OF TRUSTEE COMMENTS

Board Members wishing to address agenda items and/or other items may do so at this time.

No Comments were made.

7.0 PUBLIC COMMENT

Individuals wishing to address agenda items and/or other items, may do so at this time or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

No Comments were made.

8.0 CLOSED SESSION

None

9.0 NON-ACTION ITEM:

9.1: Brown Act Board Training

Presenter: Attorney Jason Rudolph, Young Minney and Corp. Brown Act Training

See attached presentation.

10.0 NEXT MEETING DATE

10.1  Next Regular  Board Meeting on Tuesday, February 28, 2023

11.0 ADJOURNMENT

Meeting adjourned by Board President Jacqueline Vasquez at 11:13 a.m.
1. What is the purpose of the Brown Act?
2. What is a meeting?
3. What are the notice and agenda requirements?
4. What are the public’s rights?
5. What are the permissible closed session topics?
6. What are the penalties and remedies for violating the Act?
2. What is a Meeting? COVID Times: AB 361

- Legal threshold:
  - A reasonable state of emergency
- State or local officials may impose or recommend measures to prevent public gatherings.
- All meetings that meeting is present virtual to prevent
  - Start on
  - To ensure

F. Basic Requirements if Any Board Member Participates by Telephone

1. All voices taken shall be by roll call.
2. Agenda must be posted at all teleconference locations.
3. Each teleconference location shall be identified in the notice and agenda of the meeting.
4. Each teleconference location shall be accessible to the public.

2. What is a Meeting? COVID Times: AB 361

Pursuant to AB 361 (October 1, 2021), a charter school board may continue to hold teleconference meetings without adhering to some of the traditional requirements of the Brown Act. If certain conditions are met, a charter school board may continue to meet virtually with the following requirements:

- The agenda does not need to be posted at each location;
- A quorum of board members do not need to be located within the Charter School’s jurisdiction;
- Governing board members may participate in a teleconference meeting from places that are not publicly accessible.

2. What is a Meeting? COVID Times: AB 361

- New Law! AB 2449 (effective 1/1/23)
  - Amends the Brown Act teleconferencing rules to allow
  - Allows teleconferencing without any obligation to
  - Identify the teleconferencing location on the agenda
  - Allow public access to the teleconferencing location
  - Members must participate through both audio and visual technology.

6. Members of the public shall have the right to address the board directly at each teleconference location.

6. A Quorum of the Board must participate from within the School’s Jurisdiction.
A. General Rule:
The agenda shall be posted properly in advance of a meeting and must include a brief description of items to be transacted or discussed. With a few exceptions, if an item is not on the agenda, the Board cannot discuss it.

B. Exceptions to the Rule:
1. Upon a determination by a majority of the Board that an item of urgency or emergency exists (§4905.0) — EXTREMELY RARE.
2. Upon a determination by 2/3 vote of the members of the Board or a supermajority vote of those present if less than 2/3 of the members are present, that:
   a) There is a need to take immediate action; and
   b) The need for action came to the attention of the "agency" after the agenda was posted.

C. Types of Meetings:
1. Regular meetings — Agenda posted 72 hours in advance
2. Special meetings — Agenda posted 24 hours in advance
3. Emergency Meetings — Agenda posted at least 1 hour in advance

D. Location of Posting:
1. Posted in a publicly accessible location for entire posting period within jurisdiction.
2. If Charter School maintains a website, agendas must be posted on that website.
3. On notice through "prominent, direct link" on front page, current agenda appears as text; agendas must be downloadable and searchable for access.

E. Content of Agendas — Brief description of 20 words or less and public testimony time.

F. Closed Session Agendas
1. Use only for closed sessions
2. Provide verbal notice in advance of closed session
3. Make a public report of action taken in closed session and roll call vote of abstention of every member, if any

G. Executive Compensation: the Charter School cannot approve educational executive contract of special meeting and must only report salary, salary schedule, and benefits in open session.

H. Votes are Public: the votes of individual Board members must be publicly reported, during meeting and at a minutes.

I. Board Minutes: include all material motions and votes.
A. Public testimony
   - Addressing disruptive speakers?
B. Telephonic or broadcasting
C. No conditions of attendance
D. Non-discriminatory facilities
E. Copies of agendas and other public writings
F. Must provide double the time for public testimony to persons utilizing an interpreter to ensure equal opportunity.

A. Confidentiality requirement
   No Board member, staff member or invitee may disclose information from closed session without the authorization of the Board.

Complaints and Challenges
   - Notice and Demand for Cure or Cease and Desist
     a. Can be brought by District Attorney or member of the public
     b. Board must cure/respond within 30 days
   - Seek advice from legal counsel on response

Understanding Conflict of Interest Laws

B. Authorized Closed Sessions
   1. Personnel
      - Caveat - 24 hour written notice to employees if complaints and/or charges will be heard.
   2. Real estate negotiations
   3. Labor negotiations
   4. Public security exception
   5. Conference with legal counsel
   6. Pupil discipline

Conflicts of Interest

Bread Definition
   - A conflict of interest arises when an individual who has a private financial interest in the outcome of a corporate contract or a public division, participates in the decision-making process or influence attempts, or attempts to influence others making the contract or decision.
   - In short, a conflict of interest is a clash between an individual's duty to his or her office and his or her personal interests.

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Financial Interests

Common Types of Financial Interests Regulated by Conflict Laws
- *Ownership or investment in business entity
- *Investment in real property
- *Source of income
- *Source of gifts
- *Effect on personal finances
- Financial interests of immediate family members of Board Members and employees typically are covered.

Political Reform Act

Form 700
- Statement of Economic Interests
- When it must be filed
- Assuming or relinquishment of office or position (within 30 days)
- Due annually (by April 1)
- Leaving office or position (within 30 days)
- Penalty for failure to file
- Criminal charges by Att'y General or Dist'ly Att'y for deliberate failure to file
- Civil or administrative action by FPPC or private citizen

Government Code Section 1090

Elements
1. Public official (officer, board member, or employee)
2. Making a public contract (for sale or purchase)
3. Public official has a financial interest in the contract

Political Reform Act

Big Picture
1. Public official
2. Participating in or attempting to influence a governmental decision
3. Public official has a qualifying financial interest (includes spouse and children)
4. Financial interest is material

The Official Must Recuse Himself from All Parts of the Decision-Making Process
- Lots of very detailed regulations have also been adopted by FPPC.

Government Code Section 1090

What you need to know about Section 1090
- If board member has financial interest, the entire board is prohibited from entering into the contract, even if it is with the best vendor at the best price and the interested board member abstains. (Unless an exception applies.)
- Making a public contract is defined very broadly! Applies to earlier discussions, planning, solicitation for bids, etc., not just vote.
- Thus, this statute is, in most respects, the toughest standard to meet.
- Violation of GC 1090 is a felony and the contract void.

COI Code

Conflict of Interest Code
- States who must file the Form 700
- Assigns disclosure categories
- Typically, All Financial Interests
  - Not Your Residence
  - Not Income from a Public Agency
  - Half of Your Spouse's Income
  - Financial Interest within Your Jurisdiction
  - Property - within 2 miles of jurisdiction
  - Investment/business in jurisdiction
  - Gifts - all gifts inside or outside of jurisdiction

Form 700

Cherk the Conflict-of-Interest Code to Determine What You Must Report (Board members: brief disclosure).
- Property
- Investment/business in jurisdiction
- Gifts - all gifts inside or outside of jurisdiction

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5
Form 700

Gifts

- General rule is you cannot accept more than $500 from one source in a calendar year.
- General rule is that gifts worth more than $50 must be reported (one gift or aggregate gifts from same source in a calendar year).

1. Many exceptions to general rules, the most common being:
   - Special occasions — Birthdays, Holidays.
   - Can be gifts from anyone (other than lobbyist) if the gift giving and taking is proportional.

2. Inheritance

Form 700

Gifts (cont.)

3. Family Members:
   - Spouse (or former spouse), child, parent, grandparent, greatgrandparent, grandchild, brother, sister, unresent in formal relationship, stepchild, stepbrother, stepsister, aunt, uncle, greatuncle, niece, greatniece, nephew, greatnephew, first cousins, or first cousins once removed, or the spouse of any such person (other than a lobbyist)

4. "FIF"—Long-term friendship:
   - Friends for a "twice at home" and gift giving and taking must be proportional (other than a lobbyist)

5. Dating — "bona fide" relationship (other than a lobbyist)
   - Reporting or Donating Gifts vs. Reporting

Common Law on Conflicts-of-Interest

Prohibition Against Conflicts of Interest

- Public official engaging in transaction or influencing decision.
- Creating an appearance of impropriety (financial interest not necessarily required)

Doctrines of Incompatible Offices

- Public official holding two public offices simultaneously
- Offices are incompatible with each other (creating divided loyalties; overlapping jurisdictions)
Timeline for Lead Administrator/School Director Evaluation

A best practice of a charter school governing boards acknowledge that they have one single employee – the Lead Administrator/School Director. Evaluating a charter school’s Lead Administrator/School Director is a year-round process with multiple conversations and several documents produced to produce a thorough evaluation. Lead Administrator evaluation is a very important aspect of board governance. Charter school governing boards need to have a solid process in place for continual evaluation of their Lead Administrator to avoid potential issues with litigation in the event that the placement doesn’t work out, and to set a trajectory toward meeting the goals and mission of the school.

There are organizations and governance consultants that schools can pay for assistance with this process, or those schools who are members of CSDC may wish to use this free Administrator Evaluation Toolkit.

Features of the Administrator Evaluation Toolkit

This Toolkit was built using materials designed by CSDC member schools. These tools have already been used by existing charter school boards and can be adapted for use by all charter schools.

Highlights include:

- An evaluation lifecycle – effective Administrator Evaluations take place over 12 months and are an on-going process used by the governing board and added to the board’s annual governing board calendar
- A template for an annual governing board calendar
- A rubric (that may be customized) to used by Board members when evaluating a school’s Lead Administrator
- A sample staff survey (Google Forms)
- A template for the Lead Administrator’s self-evaluation
- A template for the Board President’s final written evaluation of the Lead Administrator

This is the lifecycle of the CSDC suggested timeline:

**Summer (July)** – The Board and Lead Administrator/School Director sit down in a board workshop to create goals and actionable objectives for the Superintendent to accomplish in the coming school year.

**Winter (Dec/Jan)** – Board and Lead Administrator/School Director meet in closed session to discuss progress toward the goals. Goals may also be modified at this time.
**Spring (April/May)** – A survey is issued to all staff, and another to all parents/families. The questions in this survey should be agreed upon by the Board and reviewed by the Lead Administrator/School Director. Only questions agreed on by the Lead Administrator/School Director and the Board should go out.

**Early Summer (June)** – Rubric goes out to Board members soliciting their input on the Lead Administrator/School Director’s performance. Additionally, the Lead Administrator/School Director writes a self-evaluation.

**Late Summer (August)** – After collecting the rubric/comments from all board members, the Board President (and an additional board member if needed) drafts a formal letter including the information from the other board members, the two surveys and the self-evaluation. This is presented to the Lead Administrator/School Director in August.

Because it is ongoing, a new Lead Administrator/School Director Evaluation cycle will start even before the old cycle ends. The evaluation cycle looks like this:

**NOTE:** This timeline should be reflected in the “Evaluation” section of the Lead Administrator/School Director’s contract.
Finalize goals and end-of-year evaluation with the Board.

- Gather data, documents, and evidence to support performance in relation to the standards and progress toward achieving goals.
- Understand, agree to, and participate in the articulated process.

Lead Administrator/Executive Director Commitments:

- Participate in evaluation discussions and agree to goals for next year.
- Improving performance.
- Identify the lead Administrator/Executive Director's strengths and areas for improvement and make recommendations for each board member.
- Align evidence to performance standards, the individual indicators, and the goals.
- Participate in the agreed upon process with honesty and integrity.

Board Member Commitments:

- Overall Results/Meeting of Goals
- Intra/Inter Leadership
- Business and Finance
- Operating Relationships
- Community Relations
- Relationships with the Governing Board

The Evaluation Areas:

This evaluation is based on an appraisal of the school year from August 2021 to July 2022.
<table>
<thead>
<tr>
<th>Rating:</th>
<th>Rating:</th>
<th>Rating:</th>
<th>Rating:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance and Development Policy</td>
<td>Board Questions</td>
<td>Background Materials and Meeting Materials</td>
<td>Information</td>
</tr>
<tr>
<td>Highly Effective (3.1-4.0)</td>
<td>Effective (2.1-3.0)</td>
<td>Developing (1.1-2.0)</td>
<td>Ineffective (0.0-1.0)</td>
</tr>
</tbody>
</table>

**Prepared by:**

Highly Effective (3.1-4.0), Effective (2.1-3.0), Developing (1.1-2.0), and Ineffective (0.0-1.0)
appropriate.

addressing these issues:

board's update when

with actions and regular

informing the board about

these issues.

responding to addressing

follow through with

public and follow through

inform the board about

inform the board about

inform the board about

expressed by stakeholders

expressed by the board about concerns expressed by stakeholders

occasionally informs the board

Does not inform the board

school operations:
daily or day-to-day

changes and in school

consideration and
direction are taken into

consideration.

In productive in ensuring that
<table>
<thead>
<tr>
<th>Category</th>
<th>Rating</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Applicability</strong></td>
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<tr>
<td><strong>Media Relations</strong></td>
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<tr>
<td><strong>Communication with Community</strong></td>
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<td></td>
</tr>
<tr>
<td><strong>Image</strong></td>
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<tr>
<td><strong>Charter Organization</strong></td>
<td></td>
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<tr>
<td><strong>Leadership</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Community Relations</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<p>| <strong>Highly Effective</strong>                        | 3.1-4.0 |                                                                                                                                              |
| <strong>Effective</strong>                               | 2.1-3.0 |                                                                                                                                              |
| <strong>Developing</strong>                              | 1.1-2.0 |                                                                                                                                              |
| <strong>Ineffective</strong>                             | 0.0-1.0 |                                                                                                                                              |</p>
<table>
<thead>
<tr>
<th>Stakeholders</th>
<th>Appropriately prioritizes responses and effectively communicates with stakeholders and providers.</th>
<th>Solicits input from stakeholders.</th>
<th>Convenes when necessary to appropriately prioritize responses but does not solicit input from providers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Program</td>
<td>Promotes and supports the goals and priorities of the school community and regularly communicates with the community.</td>
<td>Provides information and feedback when asked.</td>
<td>Provides information only when necessary.</td>
</tr>
<tr>
<td>Provides information on charter school and information on the educational program.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Additional Comments:**

**Rating:**
- No necessary responses were timely provided, and no information is provided on the educational program.

**Program:**
- The educational program promotes the goals and priorities of the school community and provides information on the charter school and educational program. However, the community is not consulted as a leader within the school. |
<table>
<thead>
<tr>
<th>Participation committee encourages engagement regardless of level.</th>
<th>Does not encourage or engage students.</th>
<th>Occasionally engages students in planning and policy implementation.</th>
<th>Encourages engagement by students.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practice and in scheduling.</td>
<td>A priority.</td>
<td>When requested.</td>
<td>Is present at school site.</td>
</tr>
<tr>
<td>Visits school site.</td>
<td>Seldom visits school sites.</td>
<td>Is present at school site.</td>
<td>Seldom visits school site.</td>
</tr>
<tr>
<td>Application to the charter.</td>
<td>Not used consistently.</td>
<td>Not used consistently.</td>
<td>A formal recruitment process.</td>
</tr>
<tr>
<td>Recruitment process.</td>
<td>Every hiring opportunity.</td>
<td>Every hiring opportunity.</td>
<td>A formal recruitment process.</td>
</tr>
<tr>
<td>Decision-making skills.</td>
<td>To ensure their success.</td>
<td>To ensure their success.</td>
<td>A formal recruitment process.</td>
</tr>
<tr>
<td>Promotes, leadership and fosters professional development.</td>
<td>Decision making authority.</td>
<td>Decision making authority.</td>
<td>Decision making authority.</td>
</tr>
<tr>
<td>Delegates responsibility to.</td>
<td>Delegates responsibility to.</td>
<td>Delegates responsibility to.</td>
<td>Delegates responsibility to.</td>
</tr>
<tr>
<td>Personal policies are adopted and implemented.</td>
<td>Personal policies are adopted and implemented.</td>
<td>Personal policies are adopted and implemented.</td>
<td>Personal policies are adopted and implemented.</td>
</tr>
</tbody>
</table>

**Rating:**

**Visibility:**

**Step:**

**Relevant of:**

**Deligee of:**

**Personal matters:**

**Communications:**

**Staff Relations:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

**Rating:**

<table>
<thead>
<tr>
<th>(3.4-4.0) Highly Effective</th>
<th>(2.1-3.0) Effective</th>
<th>(1.1-2.0) Developing</th>
<th>(0.0-1.0) Ineffective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>Quality: staff turnover or high quality program in place for staff. The program is aligned with the school’s goals and priorities.</td>
<td>Reins and administrators/executives.</td>
<td>Develops staff to retain or develop staff. Director makes some effort to retain or develop staff.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>
| Quality: all staff evaluates their own direct reports. Considers the importance of annual performance evaluations and staff feedback. | Evaluates their own direct reports. Considers the importance of annual performance evaluations and staff feedback. | Extensive system in place. Performance evaluations for direct reports done not every apply. The school’s evaluation system does not have a 
| | Occasional. | occasionally. | Staff turnover is not necessary. |
| | School staff turnover is not necessary. | | | |
| | Works with staff to develop programs. Builds morale and loyalty. | | | |
| | Seeks out staff and listens to their input to encourage positive experiences with them. Works with staff and listens to their input but not actively seek appropriate staff interpretations, etc. | | | |

Rating: 3rd party to the school staff. Develops positive staff morale and loyalty. Builds morale and loyalty.
| Financial sustainability | Changes | Status | Reports
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Works with CFO/back-office support provider to ensure the budget is aligned with the school's mission and vision and has been developed and approved by the board.</td>
<td>Requires revisions of any financial information provided to the board concerning the budget and financial status.</td>
<td>Regularly reports to the board.</td>
<td>Requested by the board.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Stakeholders</th>
<th>School</th>
<th>School</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Looks for feedback from stakeholders on how the school is aligned with the mission and vision of the school.</td>
<td>The budget is aligned with the mission and vision of the school.</td>
<td>The budget aligns with the mission and vision of the school.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Community</th>
<th>School</th>
<th>School</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reaches out to the community to meet the needs of students and families.</td>
<td>Needs of students and families are considered in the development of the budget.</td>
<td>The budget is aligned with the needs of the school.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget actions</th>
<th>Lead Administration</th>
<th>Executive Director</th>
<th>Executive Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>(3.1-4.0) Highly Effective</td>
<td>(2.1-3.0) Effective</td>
<td>(1.1-2.0) Developing</td>
<td>(0.0-1.0) Ineffective</td>
</tr>
</tbody>
</table>

| Additional Comments:
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Finance and Business</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rating:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Reports</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rating:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Development and Maintenance</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rating:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Sustainability</td>
</tr>
<tr>
<td>Professional Leadership</td>
</tr>
<tr>
<td>-------------------------</td>
</tr>
<tr>
<td>Highly Effective</td>
</tr>
<tr>
<td>(3.1-4.0)</td>
</tr>
</tbody>
</table>

### Student Achievement

- Raises/Improves student achievement
- Makes use of data to improve student performance
- Adapts instructional programs to address student needs
- Demonstrates full understanding of curriculum

### Professional Leadership

- Not discussing the need for current buildings
- Not addressing maintenance
- Needs not being prioritized

### Instructional Leadership

- Not addressing instructional programs
- Not discussing instructional programs
- Not prioritizing instructional programs

### Additional Comments:

- Plan is not in place.
- Needs are not all addressed.
- Needs are not all effectively addressed when performed.

---

<table>
<thead>
<tr>
<th>Facility Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rating:</td>
</tr>
</tbody>
</table>

- Sometimes not at all.
| Goal | Charter Renewal
|---|---|
| Goals meet those resources financial necessary renewal. Provides the charter renewal with ongoing short-term goals. Implementation plan. | Student scores. Seeking to maximize curriculum and implementation. Aims.

- Goals are not developed.

- Student achievement is a top priority.

- Improves student achievement as the top priority.

- Decision making.

- Improvement.

- Professional self.

- Chart school.

- Students Focus on.

- Improvement.

- Development.

- Comprehensive plan.

- Personal needs.
<table>
<thead>
<tr>
<th>Stakeholders</th>
<th>Goals are made to meet state standards and the additional needs of the charter school's students. The goals are communicated to and available on a list of institutional goals. The board, staff, and communal goals are not.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does not engage partners or the community in educational programs in some participation or not.</td>
<td>Engages partnerships with parents and the community to occasionally engage in activities for educational programs and activities.</td>
</tr>
<tr>
<td>Encourages parent participation in educational programs and activities.</td>
<td>Rating:</td>
</tr>
<tr>
<td>Staff development initiatives for their members are provided. Staff development initiatives are available as opportunities for professional development.</td>
<td>Rating:</td>
</tr>
<tr>
<td>Needs based on data, leader is willing to pivot as specific goals and are sustained to improve student achievement.</td>
<td>Rating:</td>
</tr>
<tr>
<td>Rating:</td>
<td>Backward:</td>
</tr>
<tr>
<td>Goal 1</td>
<td>Goal 2</td>
</tr>
<tr>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>Exceeds the established (3.1-4.0)</td>
<td>Meets the established (2.1-3.0)</td>
</tr>
<tr>
<td>Highly Effective</td>
<td>Effective</td>
</tr>
</tbody>
</table>

**The Results:**

The following specific goals have been developed and agreed upon indicators of the charter school's performance. These goals may be changed by the governing board to align with the school's mission and vision.

<table>
<thead>
<tr>
<th>Goal 1</th>
<th>Goal 2</th>
<th>Goal 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exceeds the established (3.1-4.0)</td>
<td>Meets the established (2.1-3.0)</td>
<td>Does not meet the goal</td>
</tr>
<tr>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
</tr>
</tbody>
</table>

**Overall Charter School Results/Meeting of Goals:**

<table>
<thead>
<tr>
<th>Goal 1</th>
<th>Goal 2</th>
<th>Goal 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exceeds the established (3.1-4.0)</td>
<td>Meets the established (2.1-3.0)</td>
<td>Does not meet the goal</td>
</tr>
<tr>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
</tr>
</tbody>
</table>

**Additional Comments:**

- Encourages staff development and LCAP educational programs.
- seeks high levels of staff engagement and improvement.
- Improves educational programs.
- Improves educational programs.
<table>
<thead>
<tr>
<th>Rating</th>
<th>Goal 3</th>
<th>Goal 2</th>
<th>Goal 1</th>
<th>Goal 0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments:</td>
<td>STAKEHOLDERS ENGAGEMENT FOR ALL MEANINGFUL ENVIRONMENT WITH POSITIVE SCHOOL CREATIVITY AND SAFETY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
<td>Ineffective</td>
<td></td>
</tr>
<tr>
<td>(3.1-4.0)</td>
<td>(2.1-3.0)</td>
<td>(1.1-2.0)</td>
<td>(0.0-1.0)</td>
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<tr>
<td>Comments:</td>
<td>Rating:</td>
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<td></td>
</tr>
<tr>
<td><strong>HIGHLY EFFECTIVE</strong> (3.1-4.0)</td>
<td>(3.1-4.0)</td>
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</tr>
<tr>
<td><strong>EFFECTIVE</strong> (2.1-3.0)</td>
<td>(2.1-3.0)</td>
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<tr>
<td><strong>DEVELOPING</strong> (1.1-2.0)</td>
<td>(1.1-2.0)</td>
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<tr>
<td><strong>INEFFECIVE</strong> (0.0-1.0)</td>
<td>(0.0-1.0)</td>
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<th>GOAL - 4</th>
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**COMMUNITY AND FAMILY ENGAGEMENT AND DEVELOPMENT**: Meeting the goal, showing progress toward meeting the goal, showing no progress toward meeting the goal, not meeting the goal, shows progress but did not meet the goal.
<table>
<thead>
<tr>
<th>Rating</th>
<th>Highly Effective</th>
<th>Effective</th>
<th>Developing</th>
<th>Ineffective</th>
</tr>
</thead>
<tbody>
<tr>
<td>F. Overall Charter School Results/Met/Meeting of Goals</td>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
<td>Ineffective</td>
</tr>
<tr>
<td>E. Institutional Leadership</td>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
<td>Ineffective</td>
</tr>
<tr>
<td>D. Business and Finance</td>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
<td>Ineffective</td>
</tr>
<tr>
<td>C. Stake Relationships</td>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
<td>Ineffective</td>
</tr>
<tr>
<td>B. Community Relations</td>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
<td>Ineffective</td>
</tr>
<tr>
<td>A. Relationship with Board</td>
<td>Highly Effective</td>
<td>Effective</td>
<td>Developing</td>
<td>Ineffective</td>
</tr>
</tbody>
</table>

Ratings on Individual Domains:

<table>
<thead>
<tr>
<th>School Year:</th>
<th>2021-2022 School Year</th>
</tr>
</thead>
</table>

Determining the Overall Evaluation Rating:

<table>
<thead>
<tr>
<th>Comments:</th>
</tr>
</thead>
</table>

Rating:

- PERFORMANCE
- PROVIDES STUDENTS WITH EQUAL ACCESS TO TECHNOLOGY FOR THEIR LEARNING. THIS MEANS THE STUDENTS CAN LEARN EFFECTIVELY.
- OUTCOMES IN THE ACADEMIC領域.
- INSURING POSITIVE OUTCOMES FOR STUDENTS.

Goal:

- (3.1-4.0) Highly Effective
- (2.1-3.0) Effective
- (1.1-2.0) Developing
- (0.0-1.0) Ineffective

Goal - 5
Board Policy: Adopted

Section V Students
Article XXII

The UCEN Board/Oasis Charter Public School recognizes the best school environment for students is created by a positive learning environment that requires the fullest attention of all students.

As of January 1, 2020 AB272 the state of California explicitly authorizes charter schools to adopt a policy to limit or prohibit the use of smartphones by students.

Therefore, in accordance with AB272 the UCEN Board/Oasis Charter Public School prohibits students from using smartphones or similar devices during school hours when under the supervision of the school staff. This includes but is not limited to: use while on the school campus including before and after school, during classroom instruction, recesses, lunch hours, field trips, school sponsored activities and any other breaks the school may provide. Upon arriving, during and leaving campus smartphones or similar devices must be silenced. All smartphones or similar devices including Apple Watches or any other device that connects to the Internet are to be silenced and placed in the students backpack or in a location that is not visible to others.

Exceptions to the above requirements may be for the following reasons:
   a. In the case of an emergency or in response to a perceived threat or danger
   b. When granted permission by a teacher or administrator
   c. When a licensed physician or surgeon determines, in writing, that the possession or use of a smartphone or similar device is necessary for the health or well being of a student.
   d. If a physician or surgeon makes such a request, that the student possess or use a smartphone or similar device the request shall be in writing and submitted to the Executive Director or designee.

If a student does attempt to use a smartphone or similar device the smartphone or similar device shall be confiscated and turned into the office and placed in a safe location. Parents/guardians will be notified to pick up the smartphone or similar device at the school office.
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 13.1 DISCUSSION: Projected 2023-2024 School Year Staffing Needs

BOARD MEETING DATE: February 28, 2023

BOARD AGENDA ITEM INFORMATION:

- Staff were surveyed using a hard copy survey
- The survey was turned into the Oasis Administrative Assistant
- Surveys were given to the Oasis Executive Director by staff due date
- 100% of staff currently working at Oasis indicated their desire to return to Oasis for the 2023-2024 school year.
- There will be some staff changes due to life situations
- Whereas all staff stated they want to continue to work at Oasis, some have circumstances such as moving or credentialing concerns.

Administration Recommendation: Approve_______ Information__X___

Person submitting item: Dr. Natalie Zayas