

**MINUTES
REGULAR MEETING**

**BOARD OF DIRECTORS
COMMUNITY ROOTS CHARTER SCHOOL**

**February 12, 2024 4:15 PM (PT) in D1- Library
29292 CROWN VALLEY PKWY. LAGUNA NIGUEL, CA 92677**

**INSTRUCTIONS FOR PRESENTATIONS TO
THE BOARD OF DIRECTORS BY PARENTS AND CITIZENS**

The Community Roots Charter School (“Charter School”) welcomes your participation at the Charter School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the Charter School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our Charter School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

Agendas are available to all audience members at the door to the meeting.

Blue “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.”

“Oral Communications” is set-aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.

With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.

When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.

Citizens may request that a topic related to school business be placed on a future agenda in accordance with the guidelines in the Charter School’s Board Policy. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.

In compliance with the Americans with Disabilities Act (ADA) and upon request, the Charter School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Executive Director of Education’s office.

CALL TO ORDER

A. ROLL CALL

NAME	PRESENT	ABSENT
Erica Roess	X	
Lynn Bogart	X	
Hannah Geddy	X	
Ty Torres	X	
Sandra Fleming	X	

B. FLAG SALUTE

C. ADOPTION OF THE AGENDA

Motion by	Ty Torres
Second by	Lynn Bogart
Vote	Approved

D. PUBLIC COMMENT

E. CONSENT AGENDA

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar. The Board President and the staff recommend approval of all Consent Calendar items.

Approval of Minutes	To approve minutes from the regular meeting of January 22, 2024.
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Motion by	Lynn Bogart
Second by	Erica Roess
Vote	Approved

F. OPEN SESSION-

Form 700 Training Kimberly Rodriguez	One hour Form 700 compliance training with YM & C.
Review December Financials Larry Tamayo	Review of monthly financials. The financials include but are not limited to, enrollment/attendance information, current Balance Sheet, YTD Income Statement, Check Register, updates on charter funding, Annual Budget, and Annual Forecast taking into account actuals and updated funding assumptions.
2023-2024 LCAP Midyear Update Jeremy Cavallaro	Annual Update to the Local Control Accountability Plan (LCAP) and Local Control Funding Formula Budget Overview for Parents (BOP).

Memo of Understanding Eve Fein	Memo of Understanding (MOU) between Capistrano Unified District and Community Roots Academy.
Motion by	Erica Roess
Second by	Hannah Geddy
Vote	Approved

Declaration of Need for Fully Qualified Educators- #2024-03 Jeremy Cavallaro	This Declaration of Need (DON) is an annual document required by an employing local education agency as a prerequisite to the issuance of any emergency permit and/or limited assignment permit for that agency. The DON is established by California Code of Regulations EC80026.
Motion by	Ty Torres
Second by	Erica Roess
Vote	Approved

Approval of Arts, Music, and Instructional Materials Grant Plan Jeremy Cavallaro	To approve the Arts, Music, and Instructional Materials Grant Plan.
Motion by	
Second by	

Vote	On Hold.
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Safety Plan - #2024-01 Eve Fein	Update to CRA’s safety plan which provides a fully integrated and coordinated multiple level response to emergencies.
Motion by	Hannah Geddy
Second by	Lynn Bogart
Vote	Approved

Health and Wellness Policy- #2024-02 Eve Fein	Update to CRA’s Health and Wellness Policy.
Motion by	Ty Torres
Second by	Sandra Fleming
Vote	Approved

Directors Report	<ul style="list-style-type: none"> ● Eve Fein- Executive Director of Operations ● Jeremy Cavallaro- Executive Director of Education
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G. CLOSED SESSION- not applicable

H. ADJOURNMENT

Motion by	Lynn Bogart
Second by	Hannah Geddy
Vote	Approved