



REGULAR MEETING MINUTES OF THE GOVERNING BOARD

26089 Girard St., Hemet. CA 92544
555 Bakerview Rd., Lopez Island, WA 98261

We reserve the right to record any/all Board Meetings.

Our mission at Baypoint Preparatory Academy is to educate K-12 students through a rigorous college prep curriculum in a flexible, student-centered learning environment. Our goal is to actively partner with students, parents, and the community to support students' academic success and personal goals.

SEPTEMBER 8, 2015 6:00 PM

1. CALL TO ORDER

The meeting is called to order by Board Chair, Mr. Frank Ogwaro at 6:01PM.

2. PUBLIC SESSION

A. **Roll Call**

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>	<u>Present via Conference Call</u>
Tom Estill	X		
Melissa Galletta	X		
Bill Jagger			X (from Washington)
Liz Oberreiter		X	
Frank Ogwaro	X		

3. COMMUNICATIONS FOR CLOSED SESSION: N/A

CONVENE TO CLOSED SESSION: N/A

4. CLOSED SESSION N/A

CONVENE TO OPEN SESSION: N/A

5. PLEDGE OF ALLEGIANCE- led by Frank Ogwaro

6. APPROVAL OF AGENDA

It is recommended that the Governing Board approve the Agenda.

Motion:	Melissa Galletta			As Submitted: X
Second:	Tom Estill			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

7. REPORT OF ACTION TAKEN IN CLOSED SESSION: N/A

8. CONSENT AGENDA All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion as set forth below. Unless specifically requested by a Board member to be set for further discussion or removed from the agenda, there will be

no discussion of these items prior to the Board vote. The Executive Director recommends approval of all items set forth under the Consent Agenda.

A. Minutes of the Special Board Meetings on August 13, 2015

Motion:	Tom Estill			As Submitted: X
Second:	Melissa Galletta			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Elizabeth Oberreiter			X	
Frank Ogwaro	X			

B. The Warrant Reports for July and August 2015 – *No Warrant Report for July*

Motion:	Frank Ogwaro			As Submitted: X
Second:	Bill Jagger			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Elizabeth Oberreiter			X	
Frank Ogwaro	X			

9. OPEN PUBLIC COMMENT

Each speaker will be allowed a maximum of three minutes to speak. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken. The Board may (1) acknowledge receipt of the information/report and comment; (2) refer to staff for further study; or (3) refer the matter to the next agenda.

10. ACTION/RESOLUTION ITEMS

A. Approval of the Cleaning Contract. *Cleaning contract approved with Samano Cleaning Services, but amending contract to opt out if services are not performed up to expected standards. Board gives authority to Site Administrator to sign.*

Motion:	Tom Estill			As Submitted:
Second:	Melissa Galletta			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

B. Approval of BPA Custodian job description.

Motion:	Melissa Galletta			As Submitted:
Second:	Bill Jagger			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

C. Approval of Employment Agreements.

Motion:	Frank Ogwaro			As Submitted: X
Second:	Tom Estill			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Mellissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

D. Approval of the Emergency Preparedness Handbook.

Motion:	Melissa Galletta			As Submitted: X
Second:	Tom Estill			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Mellissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

E. Approval of the Discipline Policy.

Motion:	Frank Ogwaro			As Submitted: X
Second:	Bill Jagger			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Mellissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

F. Approval of the Academic Behavior Contract.

Motion:	Frank Ogwaro			As Submitted: X
Second:	Tom Estill			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Mellissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

G. Approval of the Social Media/Privacy Policy.

Motion:	Frank Ogwaro			As Submitted: X
Second:	Tom Estill			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Mellissa Galletta	X			
Bill Jagger	X			

Liz Oberreiter			X	
Frank Ogwaro	X			

H. Approval of the Baypoint Preparatory Weighted Course Policy.

Motion:	Frank Ogwaro			As Submitted: X
Second:	Bill Jagger			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

I. Approval of the English Language Learner Policy.

Motion:	Bill Jagger			As Submitted: X
Second:	Tom Estill			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

J. Approval of the Document Retention/Destruction Policy.

Motion:	Frank Ogwaro			As Submitted: X
Second:	Tom Estill			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

K. Approval of the Drug, Alcohol and Tobacco Free Workplace Policy.

Motion:	Melissa Galletta			As Submitted: X
Second:	Frank Ogwaro			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

L. Approval of the Facility Use Policy. *At the next meeting, Board to approve a fee structure.*

Motion:	Tom Estill			As Submitted: X
Second:	Frank Ogwaro			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			

Liz Oberreiter			X	
Frank Ogwaro	X			

M. Approval of the Work Permit Policy

Motion:	Frank Ogwaro			As Submitted: X
Second:	Melissa Galletta			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

N. Approval to TABLE the Student Club Application Procedure until next board meeting.

Motion:	Melissa Galletta			As Submitted: X
Second:	Tom Estill			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

O. Approval of the Field Trip Forms.

Motion:	Tom Estill			As Submitted: X
Second:	Frank Ogwaro			As Amended:
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

P. Approval of the Student Parent Handbook with Legal edits

Motion:	Melissa Galletta			As Submitted:
Second:	Tom Estill			As Amended: X
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	
Tom Estill	X			
Melissa Galletta	X			
Bill Jagger	X			
Liz Oberreiter			X	
Frank Ogwaro	X			

11. INFORMATION/ DISCUSSION ITEMS

- A. Executive Director's Report-Mrs. Spencer – *Brown Act Training for Board Members is upcoming. Training available at various locations. Please refer to email sent with dates/times. CDE – Carrie Lopes will be checking in monthly. August phone meeting went well. CDE will visit school facility October 21-23. ED would like Board members to be available Thursday Oct 22. Members agreed on 10:00-12:00. Board meeting agendas and minutes will be uploaded to website to be available to CDE. Need to explore advertising options for school, as there are still some openings. Only twenty-some students in high school. Room to grow.*
- B. Site Administrator's Report-Mrs. Marek – *Enrollment full in Kinder. A few openings in 1-5. Curriculum in full use. Positive feedback from K-5 teachers. Sexual harassment training done for September PD scheduled; ST Math, Science and Social Studies Alive, SPED training later in the month. Total staff - 15 teachers, 17 classified. Searching for F/T Science teacher, P/T Spanish, Librarian, Admin Assistant. Parent involvement – Kinder orientation, 6-12 orientation, Welcome Picnic, back-to-school night. Email messages will be sent to parents on Fridays (more consistently). Safety challenges! Lock down already 2nd week of school. Break-in at school this past weekend in kinder classroom. Discovered first thing this morning and sheriff dept. responded and completed an investigation. Upcoming events - Picture day 9/17, progress reports 9/25. End of 1st quarter 10/23. Parent teacher conferences at the end of Oct. Thank you's to board members for starting the school and everything that has been put in place.*
- C. PAC-Mrs. Spencer – *Priority was to get the school up and running. Site Admin will send out info to parents after priorities have been set.*
- D. Facilities-Mr. Ogwaro – *Lease was signed. Reciprocal agreements with the church. Some tension between the board and church regarding full capacity. Projected enrollment 525 at beginning of year 3. Can this facility support that? BPA would need full ownership to make necessary facility improvements to support enrollment growth. Proposed deadline of year 3 to decide on acquisition of current facility. Board will inform of any changes that will be implemented with regard to building/construction changes.*
- E. Educator Effectiveness Grant Plan: Introduction-Mrs. Spencer – *Funds that can be spent for teacher and administrative development. The Board will determine how the funds will be allocated. Possibilities - Instructional program, Professional Development, Facility Improvements. First presentation/discussion of the grant. At the next board meeting, the expending of funds for this grant will be an action item.*
- F. Open Discussion – Board Members – *Designated technology staff member? - School is looking for a qualified person, depending on finalized budget. Back office service has been slow to respond. Board considers it a high priority. iPads, Chrome books requested by elementary teachers.*
- 1.
 - 2.

12. FUTURE AGENDA/DISCUSSION ITEMS

- A. 1st Interim Budget
- B. PAC organization
- C. Facility use fee structure
- D. Policy revisions-Handbooks
- E. Student club application procedure

F. Staff list approval

13. ORGANIZATIONAL MATTERS

The next regular meeting of the Governing Board will take place on December 8, 2015 at 26089 Girard St., Hemet, CA 92544 at 6:00 PM.

14. ADJOURNMENT

Motion:	Melissa Galletta		
Second:	Tom Estill		
Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>
Tom Estill	X		
Melissa Galletta	X		
Bill Jagger	X		
Liz Oberreiter			X
Frank Ogwaro	X		

The meeting adjourned at __ 8:00 PM ____.