

Chrysalis Executive Board Meeting

Minutes for Wednesday, July 8, 2020, 4:00 PM
Chrysalis Charter School

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Pursuant to Governor Newsom's Executive Orders, including but not limited to Executive Order N-29-20, public comment on the proposed budget will be held by videoconference / teleconference. Persons wishing to address the Chrysalis Executive Board regarding this budget adoption can utilize the above Zoom link or phone call-in options. Interested persons may inspect a copy of the proposed budget at Chrysalis Charter School, 21945 Old 44 Dr., Palo Cedro, CA 96073; please contact the district via telephone to make an appointment. Please note that due to COVID-19 public health orders, persons wishing to inspect the proposed budget may be limited to receiving a copy of the documentation in a manner consistent with public health orders regarding social / physical distancing.

Call to Order

4:06pm Irene calls the meeting to order. Crystal motions to have Irene facilitate the meeting since President and Vice President are not present. Cheri seconds. 4 ayes, 0 noes. Unanimous approval. None opposed.

Roll Call Board Members

Present: Cheri Relph, Crystal Padilla, Angela Rollins, Laurinda Willard, Irene Salter, Catherine Thompson, Melissa Campbell (joined at 4:30pm)
Absent: Glenn Zame, Ryan Blais

Agenda Order

Good to go.

Approve Minutes June 10, 2020

Crystal motions to approve the minutes from the June meeting as written. Laurinda seconds. 4 ayes. 0 noes. Unanimous approval. None opposed.

Public Forum

The Board will allow any individual or group representative to address the Board on any subject not covered by an item in the agenda at this time. Another formal opportunity to address the Board will be given at the end of this agenda under "Items from the Floor." Additional opportunities will be given for the public to comment on various agenda items as they are recognized and given the opportunity to speak. The Board reserves the right to limit the time allotted to each speaker and the number of times an individual is allowed to address the Board on a given subject.

Each person who addresses the Board shall do so in an orderly manner and shall not make personal, impertinent, slanderous or profane remarks to any member of the Board, staff or general public. Any person who makes such remarks, or who utters loud, threatening, personal or abusive language, or

engages in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of any Board meeting shall, at the discretion of the presiding officer or a majority of the Board, be barred from further audience before the Board during that meeting.

Administrator's Report

1. El Dorado SELPA transition
 - 1.1. *Catherine will be attending Leadership Training every Tuesday/Thursday starting next week through the beginning of August*
2. COVID-19 reopening plans
 - 2.1. School cleaning - cleaned top to bottom, carpets also cleaned
 - 2.2. Bell schedule (stage 3 and 4)
 - 2.2.1. *Teachers approved bell schedule at June meeting. Each teacher will have 30 minutes PE/day. Morning and Afternoon Section focused on math and language arts. Integrating science and social science when possible.*
 - 2.2.2. *Stage 4 - each grade with 45 minute lunch, 10 minute morning break. K-6 has 10 minute PM recess. 30 minute enhancements. K on their own for lunch. Grade bands 1/2, 3/4/ 5/6 and 7/8*
 - 2.3. Walk through of a day
 - 2.3.1. *"Teacher Trees" selected for outdoor classrooms and morning meeting areas, implementing cohorts = one classroom of students*
 - 2.3.2. *4 zones for recess time/outside seating, rotate each day*
 - 2.3.3. *Arrival - Catherine and Helen will be at the front K-3 to Catherine and 4 - 8 down Helen's pathway. Reevaluate this - might separate pathways based on their tree location. Quick temp scan, sanitize, go to trees.*
 - 2.3.4. *Hand sanitize outside bathrooms. Teachers will go over health and safety measures, etc. at the beginning of the year. Come up with health and safety contracts (similar to behavior contracts)*
 - 2.3.5. *End of the day - teachers will line up in specific areas for pick-up and bus*
 - 2.4. Other health and safety measures
 - 2.4.1. *Big push for all students on campus. Met with Judy and Public Health today. Ahead of the game. Outside of cohort - will require distancing and face coverings. Will decide around Labor Day of having enhancements with mixed groups. More outside = better.*
3. Building security
 - 3.1. *Re-keyed all the classrooms, admin door and separate locks on Catherine and Brenda's office. All money coming into teachers will also go to Catherine or Brenda at the end of each day. Irene distributing keys.*
4. Camping trip update
 - 4.1. *Draft plan sent to teachers today. Has been in contact with Lassen Foundation that provided grant for camping trip. Still offering \$1000 to support trip. Allocating five days of ranger time and 1 or 2 rangers just for Chrysalis for programming during the day. Will give group camp sites in Manzanita camp site. Most beneficial to students and preserve camping trip feel: each class spend full day at Lassen with teacher (2 grades at a time) use ranger to create programming. At 2pm, kids not camping would go home on the bus with Para. Teacher stays with camping kids, parents join around 5pm. End of day - teacher could go home after socializing a little bit. No camp kitchen, would set up stove, prep tables, shade, etc. for families that would want to cook. Maintain cohorts, physical distance or wear mask. Separate*

campfires for each grade. Ranger groups - limited to 12 at a time, 1.5 hours long, separate group in half and switch. Would need to work out the details of families with kids in multiple grades. Draft schedule is based on ranger schedule. Will discuss with teachers at next staff meeting and would like to get dates and info to parents asap. Grant would be able to pay for busses and gas reimbursement, subsidy fees.

4.2. Board feedback - sounds like a great plan, glad that plans are being made to implement the experience

Items for Discussion/Action

1. Review, revise and approve COVID-19 Health and Safety Policy
 - 1.1. *Must follow CDPH. CDE are suggestions not mandates.*
 - 1.2. *4:30pm Melissa Campbell joined*
 - 1.3. *Highlighted portions were added today, will probably continue to be edited*
 - 1.4. *Liability issues - waiver is not necessary (can't require it). can send home this health and safety policy and have parents sign in acknowledgement.*
 - 1.5. *Some classrooms will need to be creative in furniture and classroom arrangements to maintain 3 feet distance between students. If students are in the same cohort do they still need to maintain 3 feet?*
 - 1.6. *Melissa motions to approve with the COVID-19 Health and Safety Policy and allow for changes as needed. Cheri seconds. 5 ayes. 0 noes. Unanimous approval. None opposed.*
2. Review, revise and approve Board Resolution on Outside Coursework
 - 2.1. *Irene recommends that we do not pass this resolution and we should continue to let this be a teacher decision on an as needed basis.*
 - 2.2. *Policy was reviewed. Melissa motions to leave the choice to the teacher for outside coursework (not pass the policy). Laurinda seconds. 5 ayes. 0 noes. Unanimous approval. None opposed.*
3. Approve Alyssa Holm for Fifth-Sixth Grade Teacher, at Chrysalis Charter School. The applicant will be employed on the basis of a Provisional Intern Permit for 2020-21 unless full internship status is awarded prior to August 12, 2020..
 - 3.1. *For this school year she can finish up coursework and take CSET (unable to complete due to COVID-19)*
 - 3.2. *Melissa motions to approve to use the Provisional Intern Permit for 2020-21 school year. Cheri seconds. 5 ayes. 0 noes. Unanimous approval. None opposed.*
4. Approve alternate contract for Cheri Relph & Sara Hoxie
 - 4.1. *Want to offer a contract without a Golden Handshake.*
 - 4.2. *Cheri abstaining from this vote.*
 - 4.3. *Melissa motions to approve the alternate contracts for Cheri Relph and Sara Hoxie. Crystal seconds. 5 ayes. 0 noes. Unanimous approval. None opposed.*
5. Approve updated signature card
 - 5.1. *Adds Catherine as a signer for the school and allows for electronic signature.*
 - 5.2. *Crystal motions to approve the updated signature card. Cheri seconds. 5 ayes. 0 noes. Unanimous approval. None opposed.*
6. Approve Committee by Assignment plan
 - 6.1. *Allows teachers to be able to use their experience to teach an elective that is out of a credentialed focus area. Need to have the same number of admin and teachers on the committee - this year can have Catherine, Irene and two teachers to be able to approve/not approve teachers for electives. Need to*

- have a teacher that “oversees” the elective even if it’s a parent volunteer that is leading it.*
- 6.2. *Melissa motions to approve the Committee by Assignment Plan. Cheri seconds. 5 ayes. 9 noes None opposed. Unanimous approval. None opposed.*
7. Discuss opportunities for board/staff relationship building
- 7.1. *Staff would like to get to know board members - need to make sure we are not discussing board-related things (Brown Act) Options - meetings/trainings (like SCOE budget meeting or COVID), social, classroom visits.*
- 7.1.1. *Teacher-powered schools conference will be virtual this year - maybe all participate in a session together? Virtual school tours - maybe offer Chrysalis as an option and have staff/board lead a tour.*
- 7.1.2. *Visioning Retreat - Board joins for lunch or visits for a little bit*
8. Discuss 2020-21 Budget and impact of June budget trailer bill AB77
- 8.1. *Need to discuss and approve a revised budget in August based on budget trailer bill*
- 8.2. *Cap on our 19-20 ADA, will still try to fill the empty seats that we still have. Will not be over enrolling any classroom because will not be getting any additional funding for it. Have already accepted extra kids, but if they decline that spot won’t be refilled.*
- 8.3. *No COLA*
- 8.4. *Next year deficit will be less than previously thought (about \$6800).*
- 8.5. *Dependent on federal funding... still unsure if/how much*
- 8.6. *CARES Funds not included in this. Would free up some restricted money that would be used for salary.*
- 8.7. *SPED budget increased by \$5000*
- 8.8. *In February, money to schools will be deferred. County has a rainy day fund to prevent us from having to take out a loan. When money is received, it can replenish the rainy day fund.*
- 8.9. *Includes lease changes, reset money for classroom budgets (furniture), add back in Chromebook repairs/replacement, money for field study transportation. Will be brought back to teachers at next meeting. Possible that it won’t be necessary to pay for bus transportation. Still best interest to be conservative since dependent on federal dollars.*
9. CLOSED SESSION: Government Code § 54957 Public Employee Performance Evaluation Administrator
- 9.1. *Entering closed session - 5:42pm*
- 9.2. *Timeline for Catherine: Goals discussion in September, preliminary evaluation in December*
- 9.3. *Looking for feedback from the Board if we have specific goals for Catherine*
- 9.3.1. *Learn about teacher-powered model*
- 9.4. *APA goals - based on Administrator standards*
- 9.5. *Irene’s primary goal - help Catherine be her best leader self and have a smooth transition so there is no noticeable difference/hiccups. Enjoy the moments!*
- 9.6. *Melissa suggestion - something out to the parents that Irene is training Catherine, not quitting! Maybe do a zoom or parent square update*
- 9.7. *5:54pm Exit closed session*

Items from the Floor
None

Next Meeting Date – Wed, August 5, 2020 4:00 pm

Other Important Dates –

- Wed, August 12, 2020 – Start of new school year
- Mon, September 7, 2020 – NO SCHOOL, Labor Day
- Wed, September 9, 4:00 pm – Board meeting
- Fri, September 18 – Sun, September 20, 2020 – School Camping trip
- Mon, September, 21, 2020 – NO SCHOOL, Camping trip recovery day

Adjournment

Melissa motions to adjourn. Crystal scones 5 ayes. 0 noes. Unanimous approval. None opposed.

5:55pm Meeting adjourned.

Americans with Disabilities Act Assistance

Chrysalis 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 notify Brenda Probst at (530) 547-9726. We will make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132))