

MINUTES
URBAN CORPS OF SAN DIEGO COUNTY CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
Meeting ID: 838 7958 6769
March 11, 2022 – 9:00 a.m.

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in the meeting, please contact the Urban Corps of San Diego County 48 hours prior to the meeting at (619)235-6884.

Full agenda packets are available for the public to review at the Urban Corps of San Diego County Charter School in San Diego, CA.

ON THE WEB: Agendas may be viewed at www.urbancorpssd.org

**PLEDGE OF ALLEGIANCE/
CALL TO ORDER:** The meeting is called to order at 9:00 a.m.

MEMBERS PRESENT: Atousa Monjazebe, Dr. Michele Marcus, Karen Ludwig, Dr. Randy Ward, and John Mendez

MEMBERS ABSENT: None

UCCS STAFF PRESENT: Dan Thomas, Anne Bernstein, Tiffany Rajski, and Jennifer Westin

GUESTS PRESENT: None

*In accordance with the law, the public and Board are hereby given notice that a tape recording of today's meeting is being made. This recording is to assist in the completion of the minutes. It is **NOT** a transcript of the meeting and may be disposed of in 30 days. The official transcript of this meeting will continue to be the adopted minutes.*

PUBLIC COMMENT: It is appropriate for the public to address the Urban Corps Charter School (UCCS) Board regarding items of public interest within the jurisdiction of the board before or during the Board's consideration of the items. Time allowed may be limited to three minutes per item. If a large number wish to speak on a specific item, the board may limit total input to 30 minutes on any item. Individuals or groups may address the board on items not listed on the agenda; however, no action can or will be taken on the unlisted items. Unless otherwise determined by the board, each person is limited to five minutes. Further, Education Code §35145.5 also establishes the right of the public to place items on the agenda directly relating to business of the UCCS Board of Directors. Agenda requests must be made in writing ten days prior to board meetings.

REPORTS: **THE BOARD MAY, IF TIME PERMITS, TAKE BOARD REPORTS AND SUPERINTENDENT'S REPORT AT ANY TIME DURING THE MEETING AND NOT AT A SPECIFIC TIME.**
There will be no board discussion except to ask questions or refer matters to staff, and no action will be taken unless listed elsewhere on the agenda or on a subsequent agenda:

CONSENT AGENDA: All consent agenda items for the URBAN CORPS CHARTER SCHOOL BOARD OF DIRECTORS are considered to be routine and will be enacted by one motion unless a board member requests separate action on a specific item. Approval recommended on all items listed:

Approval of December 10, 2021 Meeting Minutes

Atousa Monjazebe asks for a motion to accept the December 10, 2021 meeting minutes. Dr. Ward motions. Dr. Marcus seconds. Motion passes

OLD BUSINESS:

None

NEW BUSINESS:

1. Action Item—Re-election of Karen Ludwig

Dr. Marcus motions to approve the re-election of Ms. Ludwig. Ms. Monjazez seconds. Motion passes.

2. Action Item—Approval of School Accountability Report Card (SARC)

Ms. Monjazez motions to approve the School Accountability Report Card. Dr. Marcus seconds. Motion passes.

3. Action Item—Approval of 2022-2023 School Calendar

Mr. Thomas pointed out there are substantial changes to the school calendar in terms of duty days for the teachers. Time off will be increased from four weeks to nine weeks; four weeks' vacation in summer; four weeks' in winter; and the week of Thanksgiving. In addition, Mr. Thomas added that he and Ms. Westin have been working on cost of living adjustments (COLA) for all UCCS employees and that UCCS has never implemented a COLA increase. He added that with the current rate of inflation the current salary steps result in no true increase in earning. The reduction in duty days coupled with significant salary increases is hoped to make UCCS more competitive in recruitment and retention of staff. Dr. Ward asks where UCCS stands in comparison to other area schools and asked that COLA increases be presented at the next meeting. Mr. Thomas responds that annual salaries are comparable to competitors', however contractual duty days are more at UCCS. Mr. Thomas did point out the upside of working at UCCS is that the classes sizes are much smaller compared to regular public schools; however, the number of working days can lead to burn out which is why he and Ms. Rajski adjusted the calendar. Mr. Mendez reiterated the request for salary increase information to be presented at the June meeting. Mr. Thomas concluded that he and Ms. Westin will prepare the presentation.

Ms. Monjazez moves to accept the 2022-2023 School Calendar. Dr. Marcus seconds. Motion passes.

4. Action Item—Approval of Supplement to the Annual Update to the 2021-2022 LCAP.

Mr. Thomas stated it is a very generic document required by the State of California on how funding is expended. Much of the funding was spent on Instructional Aids. Mr. Thomas also offered existing staff additional supplementary pay for after- school remediation.

Dr. wards motions to approve the Supplement to the Annual Update. Ms. Monjazez seconds. Motion passes.

5. Action Item—Approval of the 2022-2023 Lease Agreement between UCCS and Urban Corps.

Mr. Thomas explained the agreement is for the same amount as the prior lease agreement and is presented early for approval in order for Ms. Westin to have the information in time for the SB740 application. Ms. Ludwig states the agreement is well documented and Dr. Ward thanked staff for including the appraisal, which was very helpful when reviewing the agreement and making comparisons,

Ms. Monjazez motions to approve the Lease Agreement. Dr. Marcus seconds. Motion passes.

6. Action Item—Approval of Second Interim Budget.

Ms. Westin stated LCFF revenue was increased to align with recently certified P-1 calculations of an ADA of 135.96. ADA was collected prior to the school's recent enrollment increase. To remain conservative, the budget is based on the current ADA of 135.96, however it is hoped that the Charter School will be able to increase ADA counts for the P-2 submission and will be funded at a higher rate for the school year.

Federal revenue saw adjustments for one-time federal child nutrition funds received by the school as well as adjustments to current allocations for the federal portions of the Expanded Learning Opportunity funding. State revenue saw several adjustments for the 2nd Interim. Lottery revenue estimates were increased to align with current projections based on known rates and ADA counts. There was also a correction made for the Expanded Learning Opportunities Grant for \$101,899 to remove this amount from the current year revenue as funds were received late last fiscal year.

Expenditures

Ms. Westin stated there is a little fluidity in expenditures. There is an increase in classified salaries and decrease in certificated salaries since actual classified and certificated salaries for staff were leveraged with the one-time funding for COVID and charged to the Expanded Learning Opportunities and In-Person Instruction grants. Benefits are aligned to current projections for Health and Welfare costs with the most recent known information. Books and Supplies were reduced since funds previously used as a placeholder in the Expanded Learning Opportunity and In Person Instruction grants were allocated in other areas. Services and Operating Expenses show an increase to align with projected spending in restricted grants.

The First Interim Budget showed a large deficit of \$502,000. The Second Interim shows a deficit of \$482,000, however of this amount, \$183,753 is expected deficit spending from the in-person instruction and MTSS Sums Program. Since the First Interim, there is an overall reduction of \$203,883. Also included with the Second Interim is a multi-year projection which estimates revenue based on the LCFF calculator. The two-year projection is very conservative to ensure fiscal obligations are met and is calculated by using the current rate of funding, which was built on P1 enrollment prior to the current increase in enrollment. It is expected it will increase quite substantially because of increased enrollment. .

Salaries show step adjustments for staff but no COLA adjustments. Benefits show no increases to health and welfare costs however there are substantial increases in STRS and PERS, which have increased significantly. Dr. Ward asks Ms. Westin if revenue calculations are based solely on this year's ADA. Ms. Westin affirms and comments it is anticipated ADA will increase.

Ms. Westin concluded her presentation and stated UCCS currently shows a projected reserve of 27.89%. This declines to 12.73% in 2022-23 and -4.66% in 2023-2024 based on the current ADA Levels. She is expecting an increase in enrollment, which will avoid sharp declines once ADA increases, and indicates the school is moving in a positive direction and she expects a much more positive report to present at the board meeting in June.

Ms. Monjazeab motions to accept the Second Interim Budget. Dr. Marcus seconds. Motion passes.

INFORMATIONAL ITEMS:

1. Form 700—Ms. Monjazeab reminded members Form 700 should be completed by the end of the month..
2. SB579—Mr. Thomas explained SB579 will hold harmless charter schools to 2019-2020 funding levels. The bill received unanimous Senate approval and is now in the lower house of the state legislature pending approval. UCCS has submitted letters of support for the bill.

**EXECUTIVE
DIRECTOR
REPORT:**

Mr., Thomas reported he recently completed discussions with the school's E-Rate consultant and is anticipating increased bandwidth at some sites that are experiencing slower connections. The school will stay with AT&T for services.

UCCS was recently approved for \$100,220 through the Emergency Connectivity Program grant which was submitted in August of 2022. The funding will be used for laptops, chrome books, and Wi-Fi hot spots. June of 2023 is the deadline to expend the funds.

The student count has increased substantially since December of 2021; prior to graduation, there were 92 students. Graduation decreased the count to 35. When classes resumed in January only 52 additional students enrolled. Since then, and because of the hard work of staff and their recruitment efforts, enrollment now stands at 170 and includes a high number of Afghani refugees. Mr. Thomas expects ADA will be at a good number by P2 cutoff.

Mr. Thomas concluded by stating he was invited to join a WASC committee and is currently reviewing a Los Angeles-based high school.

Dr. Ward asks if UCCS has supportive services for the refugee population who may be experiencing trauma. Mr. Thomas responds that counselling services are available, and access to food and clothing is available through the schools' food pantry and clothing closet. Additionally, and in order to respect cultural differences, a prayer room has been set up, and staff are also working on a vegetarian meal option through the school lunch program.

Ms. Monjazez mentioned she recently met Azim Khamisa who heads a foundation that focuses on trauma. Ms. Monjazez encouraged staff to meet with him

**SUPERINTENDENT'S
REPORT:**

There is no superintendent's report.

**BOARD MEMBERS'
REPORTS:**

There are no board member reports.

ADJOURNMENT:

Ms. Monjazez adjourns the meeting at 10:06 a.m.