

**Minutes**  
**URBAN CORPS OF SAN DIEGO COUNTY CHARTER SCHOOL**  
**BOARD OF DIRECTORS MEETING**

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Meeting ID: 838 7958 6769

May 21, 2021 – 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](http://www.urbancorpssd.org)

**PLEDGE OF ALLEGIANCE/**

**CALL TO ORDER:** 9:03 a.m.

**MEMBERS PRESENT:** Atousa Monjazebe, Karen Ludwig, Dr. Randolph Ward, and John Mendez

**MEMBERS ABSENT:** Dr. Michele Marcus

**UCCS STAFF PRESENT:** Dan Thomas, Tiffany Rajski, Anne Bernstein, Dr. Stacey Adler, Jennifer Weston

**GUESTS/UCO STAFF PRESENT:**

*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:

**Warrant Registers**

## **Approval of Minutes for March 12, 2021 and May 14, 2021**

Karen Ludwig motions to approve the consent agenda. Atousa Monjazebe seconds. Motion is approved unanimously.

### **OLD BUSINESS:**

None

### **NEW BUSINESS:**

1. Action Item – Approval of Learning Control Action Plan (LCAP)
2. Action Item – Approval of Extended Learning Opportunity Plan (ELO)  
Atousa Monjazebe asks for a motion to approve the LCAP and ELO Plans.  
Dr. Randolph Ward makes the motion. John Mendez seconds. Motion is approved unanimously
3. Action Item-Approval of Charter Petition Renewal  
Dan Thomas reports the only change to the Charter Petition Renewal is to the admissions policy which has outdated language. Admissions to the Urban Corps charter school is for students specifically enrolled in the conservation corps. Mr. Thomas also added a little more clarity to references to parents since students are of majority age.  
John Mendez motions to approve the Charter Petition Renewal. Karen Ludwig seconds. Motion is approved unanimously
4. Action Item-Approval of 19-20 Audit Report  
Jennifer Weston presents the audit report. Ms. Weston indicates an overstated (double-booked) accounts payable amount of \$122,000 in the financial system which has been corrected. There was one audit finding to do with unduplicated student count: one student was tested and the correct documentation was not on file: the auditors called out that we did not have a parent's letter on file, however students are adults and parent letter is not required. This finding is tied in to our supplemental and concentration grant funding so there is a need for accuracy. The finding will be corrected through CDE and the change will come out next year.  
Dr. Ward comments he is satisfied the auditors have caught these little thing as it demonstrates to the board that they are not rubber-stamping the audit.  
Atousa Monjazebe motions to approve the 19-20 Audit Report. John Mendez seconds. Motion is approved unanimously.
5. Action Item- Approval of Budget for School Year 2021/2022  
Miss Weston presents the 2021-22 budget and begins by referencing form 62 (included in the board package) which shows revenue and expenses and is what the budget numbers are based off. Referring to the Budget Assumption Memo (included in the board package), Ms. Weston states that due to the pandemic, the standard hold harmless calculation will kick in and the Local Control Funding Formula (LCFF) calculation will use the 2019-20 ADA as the "prior year" calculation. LCFF funding was initially calculated using the January State Budget proposal Cost of Living Adjustment (COLA) figure of 3.84%, however the May revise which was recently released proposed a "super" COLA of 5.07% which will be added to the budget. Ms. Weston explains the components of federal, state, and local revenue programs and expenditures and how these sources impact the budget. Due to re-structuring of positions there is a small decrease in certificated staffing costs, benefits are increasing, services and operating expenses show a small increase and there is a small reduction in books and supplies. Ms. Weston states the school is required to have a 5% reserve which it will meet with the estimated fund balance for 2020-21, and that the estimated reserve for the end of 2021-22 unrestricted fund balance is 18%.

Dr. Ward asks Mr. Thomas if the decrease in staffing costs is because of the decrease in ADA. Mr. Thomas states there is not a big change in certificated salaries: it mainly has to do with re-structuring the Director of Academics' position. Dr. Ward asks if the decrease in ADA is because of the amount of resources people are receiving. Mr. Mendez responds that there are various news outlets reporting this as a problem. Mr. Thomas states that for the school and for the Corporation the problem has been the pandemic itself that many staff, corpsmembers and their families have been directly affected by. Mr. Thomas states corpsmember recruitment is a priority and the goal is to be back to pre-pandemic levels in the new school year. Ms. Monjabez asks when school will be back to in-person learning. Mr. Thomas responds that in-person learning will resume in August. Atousa Monjabez motions to approve the 2021-22 Budget. Karen Ludwig seconds. Motion is approved unanimously.

**INFORMATIONAL  
ITEMS:**

**EXECUTIVE  
DIRECTOR  
REPORT:**

Dan Thomas reports the school year will be drawing to an end on June 18<sup>th</sup>. The California Conservation Corps (CCC) graduation ceremony will be held virtually on June 15<sup>th</sup> and his speech was recorded at one of the CCC's remote project sites called Foster Truck Trail which is close to San Vicente. Urban Corps' virtual graduation is being held on June 26<sup>th</sup> at 1:00 p.m. Mr. Thomas reports that this graduation will put us at over 1,000 student graduates as the school reaches its 10<sup>th</sup> anniversary year. The next corpsmember food drive is being held on June 17<sup>th</sup> and information on all three events will be sent to the board members. Mr. Thomas concludes his report by informing the board that he and Ms. Rajski will be interviewing for classified positions. Mr. Mendez asks when graduation will be back in person. Mr. Thomas respond that he is planning for the next graduation (December 2021) to be in-person.

**SUPERINTENDENT'S  
REPORT:**

Dr. Adler reports that she and Mr. Thomas have been discussing a plan to bring the Urban Corps board to Mono County to celebrate the 10<sup>th</sup> anniversary of the school's founding, and the hope is to hold a joint meeting with the Mono County school board. Dr. Adler informs the members that the Mono County board members will be meeting next week to approve the charter petition.

**BOARD MEMBERS'  
REPORTS:**

Mr. Mendez offers to help with recruitment by placing a notice in Senator Brian Jones' newsletter which reaches 20,000 community members. Mr. Mendez asks staff to send in specs for the notice by May 31<sup>st</sup>.

**ADJOURNMENT:**

Ms. Monjabez motions to close the meeting at 9:49 a.m. Motion is approved unanimously.