



MINUTES
URBAN CORPS OF SAN DIEGO COUNTY CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
3127 Jefferson Street, San Diego, CA 92110
Meeting ID: 838 7958 6769
Friday September 6, 2024 – 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 <https://www.urbancorpscharter.com/>

**PLEDGE OF ALLEGIANCE/
CALL TO ORDER:** The meeting was called to order at 9:04 a.m.

MEMBERS PRESENT: Atousa Monjazebe, Jill Klemaske & Dr. Stacey Adler

MEMBERS ABSENT: John Mendez

UCCS STAFF PRESENT: Tammy Bennett Nguyen, Jennifer Westin, Dan Thomas & Anne Bernstein

GUESTS: 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:

1. Approval of agenda and deviation from posted agenda as necessary
2. Approval of June 28, 2024, Meeting Minutes
3. Approval of June and July Warrant Reports

Ms. Monjazez motioned to approve the consent agenda. Ms. Klemaske seconded. Motion passed.

OLD BUSINESS:

None

NEW BUSINESS

1. Action Item—Nomination of Dr. Stacey Adler to the Board of Directors
Ms. Monjazez motion to nominate Dr. Adler to the Board of Directors. Ms. Klemaske seconded. Motion passed.
2. Action Item—Approval Staff Contracts/Salaries
Mr. Thomas indicated all current employees were listed on the spread sheet included in the board packages. All salaries matched the salary schedule approved by the board of directors which was effective July 1st, 2023.
Ms. Monjazez motioned to approve staff contracts and salaries. Ms. Klemaske seconded. Motion passed.
3. Action Item—Approval of Proposition 28 Arts and Music in Schools Funding Report for FY 2023-2024
Mr. Thomas reported that the school had received \$39,000 from Proposition 28, which provides annual funding for arts and music in schools. 100% of the funds were used for 0.4 (40%) of the salary for the Visual Arts instructor.
Ms. Monjazez asked for a motion to approve the Prop 28 Arts and Music in Schools Funding Report for FY 2023-2024. Ms. Klemaske motioned. Dr. Adler seconded. Motion passed.
4. Action Item—Approval 2023-2024 Unaudited Actuals
Ms. Westin reported the unaudited actuals represented a snapshot of what revenue UCCS received and what expenditures were incurred by the school in fiscal year 2023-2024.
The Charter School ended the year with healthy reserve. This included

the unrestricted fund balance only. The restricted fund balance consists of one-time funds(grants) the Charter school is spending down. The Charter school assets are valued at \$417,974 and this figure includes the Prop 39 Clean Energy Grant improvements, equipment for the Child Nutrition Program, office and classroom improvements, and vehicles.

Ms. Westin pointed out the difference in revenue and expenses from 2023-24 unaudited actuals and the 2024-25 approved budget shown in Form 62 as follows:

Revenue:

- LCFF funding for 2023-24 came in higher than anticipated with an ADA of 189.57.
- The 2024-25 LCFF funding budget was built on an estimated ADA of 160.
- Federal Revenue was higher in 2023-24 due to onetime grant funding for the cafeteria to purchase equipment.
- State revenue fluctuations represent carryover in state funding that the Charter is still spending down. Final carryover amounts will be reported at 1st interim.
- Local revenue saw higher than anticipated interest earnings in 2023-24. The 2024-25 interest budget will be increased at 1st Interim.

Expenditures:

- Certificated and classified salary fluctuations are due to wages paid from CSI grant funds. Staff are paid hourly based on the needs of the students. Staffing estimates may change as we progress through the 2024-25 year.
- Benefits see an increase in the 2024-25 year due to the increase in health and welfare and other benefit costs.
- Books and Supplies and Services and Operating Expenses show an increase for budgeting for additional expenditures related to one-time funding that was not spent in the 2023-24 fiscal year.

Ms. Westin concluded her report saying the school was in a healthy financial position and the First Interim report will be presented in December 2024. At that time Ms. Westin will take another look at the budget with the most current-known information.

Ms. Monjazez asked for a motion to approve the 2023-24 unaudited actuals. Dr. Adler motioned. Ms. Klemaske seconded. Motion passed.

5. Action Item—Approval 2024-2025 Audit Proposal

The Board recommended proposing a one-year agreement with the auditors to ensure timeliness and reduction in fees should the report be submitted late.

No action was taken.

INFORMATIONAL ITEMS:

1. Karen Ludwig resigned on June 28

Ms. Monjazez informed the board members that Ms. Ludwig resigned from the board following the meeting in June. Ms. Ludwig had been a member of the board for 11 years.

EXECUTIVE DIRECTOR REPORT:

Executive Director, Dan Thomas, will report on activities and other matters. There will be no discussion except to ask questions and no action will be taken.

Mr. Thomas began his report by thanking Kyle Kennedy, CEO of the Conservation Corps, and his staff for their recruitment efforts which have resulted in a positive impact on ADA. Increased enrollment has resulted in additional funding through the SB740 grant. Mr. Thomas reported that he and Mr. Kennedy met with City Councilwoman Vivian Moreno at her invitation for an informal and very positive meet and greet.

Mr. Thomas concluded by reporting he had formed a partnership with Family Health Centers of San Diego. Their mobile health clinic would be on campus weekly to provide health care and supportive services to students.

SUPERINTENDENT'S REPORT:

Tammy Bennett Nguyen will report on behalf of Mono County School District. There will be no discussion except to ask questions and no action will be taken. Ms. Nguyen expressed her thanks for the warm welcome she had received and stated she would be attending the CSBA County Board Member Services Conference in September and would be attending sessions related to Charter Schools.

BOARD MEMBERS' REPORTS:

Board members may report about various matters; however, there will be no discussion except to ask questions. No action will be taken unless listed on a subsequent agenda item.

Ms. Monjabez asked staff to request a meeting between the Corporate Board and the Charter School Board.

NEXT MEETING

The next meeting is scheduled for Friday December 6 at 9:00 a.m.

ADJOURNMENT

The Meeting was adjourned at 9:47 a.m.