

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 8, 2023 – 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 9:02 a.m.

MEMBERS PRESENT: Atousa Monjazebe, Karen Ludwig, and John Mendez

MEMBERS ABSENT: Jill Klemaske

UCCS STAFF PRESENT: Dr. Stacey Adler, Dan Thomas, Jennifer Weston, and Anne Bernstein

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:

1. Approval of June 29, 2023 Meeting Minutes
2. Approval of Warrant Registers

Ms. Monjazez asked for a motion to approve the June 29 meeting minutes and the July and August Warrant Registers.

Mr. Mendez motioned. Ms. Monjazez seconded. Motion passed.

OLD BUSINESS:

None

NEW BUSINESS:

1. Action Item—Vice President Nomination

Ms. Monjazez motioned to nominate Mr. Mendez to the position of Vice-President.

Ms. Ludwig motioned. Ms. Monjazez seconded. Motion passed.

2. Action Item—Approval of 2022 Unaudited Actuals

Ms. Weston presented the 2022-23 Unaudited Actuals and Form 62. The report and Form 62 present the Charter School Board and General Public with the unaudited actuals for the Urban Corps of San Diego Charter School for the 2022/23 fiscal year. The unaudited actuals represent what revenue the school received and what expenditures were incurred by the school in fiscal year 2022/23.

Ms. Weston began her presentation by stating the school had quite a large year-end reserve of 76.03%. This reserve figure includes the unrestricted fund balance only. The restricted fund balance of \$858,459 consists of Lottery funds, Educator Effectiveness and A-G Access grants and Learning Loss Mitigation funds. The Charter school assets are valued at \$393,548 and this figure includes the Prop 39 Clean Energy Grant improvements, equipment for the Child Nutrition Program, office and classroom improvements and vehicles.

The school's year-end closing entries include an adjustment for Governmental Accounting Standards Board (GASB) Statement, 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools. GASB 31 requires LEAs to report their cash in the county treasury at fair value on their balance sheet. For 2021-22, the fair value of cash factor equated to (.0339281) which resulted in a decrease in Urban Corps cash value by (\$101,791). The fair value of cash is recalculated every year at year-end and may cause an increase or decrease in an LEA's fund balance. For 2022/23, the adjustment decreased Urban Corps fund balance.

The Charter school received \$1,230,467 in LCFF ADA Covid Relief funding in the 22/23 year. This funding is unrestricted and is available for spending needs in the Charter Schools fund balance.

The differences in revenues and expenses from the 22/23 unaudited actuals figures and the 23/24 approved budget that are shown in Form 62 are as follows :

Revenue

- The change in state funding is due to the onetime LCFF Covid ADA relief funding for \$1,230,467 received in 22/23 that will not be received in the 23/24 year.
- Local revenue is budgeted to increase in 23/24 due to increased interest earning from the increased fund balance.

Expenditures

- Certificated salaries see an increase in the 23/24 year due to the COLA that was given to all staff and additional new staff that has been hired with the CSI grant funds.
- Benefits see an increase in the 23/24 year due to the increase in certificated staffing 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 22/23 fiscal year.

Ms. Weston concluded her report stating the first interim budget report will be presented to the board in December 2023. At that time, there will be a review of the budget with the most current information.

Ms. Monjazeab asked for a motion to approve the unaudited actuals. Ms. Ludwig motioned. Mr. Mendez seconded. Motion passed.

INFORMATIONAL ITEMS:

The board members are presented with the Audit Planning Letter for FY ending June 2023, and the Audit Engagement Letter 2020-2024 as informational items.

EXECUTIVE DIRECTOR REPORT:

The 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 reported the school year started with a high enough enrollment to generate the targeted ADA. Mr. Thomas reported Form J-13A (as signed by the board members), will be submitted to the CDE. This procedure is for allowance of attendance due to emergency conditions and closures resulting from Hurricane Hilary.

SUPERINTENDENT'S REPORT:

Dr. Stacey Adler will report on behalf of Mono County School District. There will be no discussion except to ask questions and no action will be taken. Dr. Adler stated that she will work with Executive Director Dan Thomas on ways to spend some of the reserve funding to benefit the school as well as begin working on a leadership succession plan.

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. There are no board member reports

ADJOURNMENT:

The meeting is adjourned at 9:57 a.m.