

Palm Lane Elementary Charter School
Board of Directors Regular Meeting - Minutes

Date: June 8, 2020 Time: 3:30 p.m.
1646 West Palm Lane
Anaheim, CA 92802

Members

Cheryl Ball, President
Teresa Hernandez, Treasurer
Geronimo Gaytan, Secretary
William O'Connell, Member
Lucille Kring, Member

As a result of COVID-19, and the resulting orders and direction from the President of the United States, the Governor of the State of California, and the County Public of Health Department, so as to limit exposure to the COVID-19 virus, Palm Lane Elementary Charter School Board Meetings will be conducted via remote access until further notice.

Please use the link below to stay informed and participate.

<https://us02web.zoom.us/j/85172314484?pwd=VzdWVFLU25HQmNGYkVMQkRUcDFKZz09;>

Join Zoom Meeting

**INSTRUCTIONS FOR PUBLIC COMMENT TO THE BOARD
BY PARENTS AND COMMUNITY MEMBERS**

Palm Lane Elementary Charter School ("Palm Lane") welcomes your participation at the meetings of the School's Board of Directors ("Board"). The purpose of a public meeting of the Board is to conduct the affairs of Palm Lane in public. Your participation assures us of continuing community interest in Palm Lane. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided and must be adhered to at all times:

EMAIL to provide comment during school closure due to COVID-19: lsifuentes@palmLANEcharterschool.org. Please submit your comment prior to 2:00 p.m. on the day of the meeting.

Comments regarding Open/Closed Session items found on the agenda should be limited to three (2) minutes per speaker, for a total of eighteen (12) minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. Public Comment emails will be presented to the Board of Directors. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

Personal attacks against Palm Lane employees and/or Palm Lane Board members are inappropriate and not considered by the Board at a public Board Meeting. The Board has a complaint process which should be followed. The Board will not respond to personal attacks against employees or Board members in a public meeting and cautions members of the public that they will be personally responsible for any remarks made.

Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at upon request.

1.0 OPEN GENERAL SESSION

- a. Call to Order 3:35 PM
- b. Establishment of Quorum
Roll Call: Geronimo Gaytan Teresa Hernandez Cheryl Ball William O'Connell Lucille Kring
- c. Urgent Matter Added to Agenda

The Board was advised by legal counsel that the facilities use agreement by and between Anaheim Elementary School District and Palm Lane Elementary Charter School was revised to reflect the needs of the District to utilize some classroom and other space at the school site. Counsel advised that the item needed immediate action and could not reasonably wait for the next scheduled board meeting or a special meeting and that the addendum to the facilities use agreement was not discovered subsequent to the 72 hour agenda deadline for the current meeting.

Hearing such, the Board President called for a motion finding that these conditions exist and that the item be added to the agenda for action.

Palm Lane Board of Directors
Regular Board Meeting – Minutes
June 8, 2020

Motion TH Second WO Gaytan [AYE] Hernandez [AYE] Ball [AYE] O'Connell Kring
Item Passes: Vote: ___3-0___

Approval of the Agenda

Motion TH Second WO Gaytan [AYE] Hernandez [AYE] Ball [AYE] O'Connell Kring
Item Passes: Vote: ___3-0___

d. Public Comment

2.0 CONSENT ITEMS (One Vote)

Motion LK Second WO Gaytan [X] Hernandez [X] Ball [X] O'Connell Kring
Item Passes: Vote: ___3-0___ Item Does Not Pass: Vote: _____

2.1 May 11, 2020, Regular Board meeting minutes

2.2 May 2020 payroll

NOTE: BOARD MEMBER KRING JOINED THE MEETING PRIOR TO CLOSED SESSION AT APPROXIMATELY 3:35 PM

3.0 CLOSED SESSION

3.1 PERSONNEL: Public Employee Appointment -TEACHER

Enter closed session 3:38 PM

Reopen Open Session 3:50 PM

4.0 INFORMATION / DISCUSSION

4.1 Principal's Report

4.2 Financial Report: Detailed budget analysis, *presented by ICON*

5.0 ACTION ITEMS

5.1 Covid-19 LCAP Plan

Learning for students.

Motion WO Second LK Gaytan [AYE] Hernandez [AYE] Ball [AYE] O'Connell [AYE] Kring
Item Passes: Vote: ___4-0___

5.2 2020-2021 School Reopening Plan

Motion LK Second WO Gaytan [AYE] Hernandez [NAY] Ball [AYE] O'Connell [AYE] Kring
Item Passes: Vote: ___4-0___

5.3 Resolution 06-08-2020-01 Authorizing Submission of Paycheck Protection Program Forgivable Loan Application

Motion lk Second TH Gaytan [AYE] Hernandez [AYE] Ball [AYE] O'Connell [AYE] Kring
Item Passes: Vote: ___4-0___

5.4 2020-2021 Title I Program Evaluation Tool

Motion LK Second TH Gaytan [AYE] Hernandez [AYE] Ball [AYE] O'Connell [AYE] Kring
Item Passes: Vote: ___4-0___

5.5 2020-2021 Uniform Complaint Policy ("UCP") Policy, Procedure and Form

Motion WO Second LK Gaytan [AYE] Hernandez [AYE_] Ball [AYE_] O'Connell [AYE_] Kring
Item Passes: Vote: ___4-0___

- 5.6 2020-2021 Amendment to Employment Agreement – Principal: Add 10 days PTO
 Motion WO Second TH Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.7 2020-2021 BoardDocs Contract: Service Agreement - \$8,500 for online platform to host Palm Lane Board meeting information, including agendas, board packet materials, minutes, policies, etc.
 Motion LK Second TH Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.8 2020-2021 Staff Handbook
 Motion TH Second LK Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.9 2020-2021 Gallagher Liability Insurance Renewal Agreement
 Motion WO Second TH Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.10 2020-2021 Scoot Education Contract for substitute services
 Motion TH Second LK Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.11 2020-2021 Reopening Additional Duties Stipend Agreement. \$1,000 Stipend to employee to assist during 2020-2021 Fall Reopening: Eileen Brian
 Motion TH Second LK Gaytan Hernandez Ball O’Connell Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.12 2020-2021 Reopening Additional Duties Stipend Agreement. \$1,000 Stipend to employee to assist during 2020-2021 Fall Reopening providing additional duties: Kathreena Cajucom
 Motion TH Second WO Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.13 2020-2021 Reopening Additional Duties Stipend Agreement. \$1,000 Stipend to employee to assist during 2020-2021 Fall Reopening: Sandy Toriz
 Motion LK Second TH Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.14 2020-2021 Education Protection Account (“EPA”) budget noting how Palm Lane will allocate and spending monies in accordance with the 06-02-2020-01 EPA Resolution Authorizing Receipt of Education Protection Account (“EPA”) monies in compliance with Article XIII, Section 36(e) of the California Constitution.
 Motion TH Second LK Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.15 06-08-2020-02 Resolution Authorizing Receipt of Education Protection Account (“EPA”) monies in compliance with Article XIII, Section 36(e) of the California Constitution and spending as identified in EPA budget.
 Motion TH Second WO Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring
 Item Passes: Vote: ___ 4-0 ___
- 5.16 Approval of 2020-2021 estimated budget
 Motion LK Second TH Gaytan [AYE] Hernandez [AYE] Ball [AYE] O’Connell [AYE] Kring

Item Passes: Vote: ___ 4-0 ___

- 5.17 Approval of addendum to facilities use agreement with Anaheim Elementary School District illustrating shared use plan with District (Item added as an urgent item per Section 1.0 c above.

Motion LK Second TH Gaytan [AYE] Hernandez [AYE] Ball [AYE] O'Connell [AYE] Kring

Item Passes: Vote: ___ 4-0 ___

6.0 BOARD COMMENTS.

Next Regularly Scheduled Board meeting: July 13, 2020 ON CAMPUS
August 17 opening school date planned.

7.0 ADJOURNMENT

Motion LK Second WO Gaytan [AYE] Hernandez [AYE] Ball [AYE] O'Connell [AYE] Kring

Item Passes: Vote: ___ 4-0 ___

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE. Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY. The Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE. Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY. Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Board of Directors may request assistance by contacting (657) 223-0123.

FOR MORE INFORMATION concerning this agenda, please contact (657) 223-0123.