Charter Academy of the Redwoods

Minutes of the Regular Meeting of Tuesday, March 7, 2023

Redwood Academy of Ukiah

1. State Street, Ukiah

# I. Welcome and Opening

The meeting was called to order at 6:02 p.m. by Chairperson Webb. Board members in attendance:

Sandra Boyce Yes

Rebecca Brown Yes

Anne Ford Yes

Jay Joseph Yes

Kip Webb Yes

Elna Gordon, Selah Sawyer, Jim Switzer, Melinda Decker and Caleb Cimmiyotti were present.

# On a first by J. Joseph and a second by S. Boyce, the Board voted (5-0) to adopt the agenda.

President’s Report ~ Both schools are now in the process of taking regular enrollment for the 23-24 school year. Yesterday was the first in-person group orientation session since prior to the pandemic. The Principals are working to compile returning student enrollment to determine the number of openings in each grade. It is estimated that RA will be enrolling for all classes for a total of about 30 new students prior to the beginning of next year. The staff will also be participating in some more outreach this spring, including events like Dia del los Ninos, which are currently scheduled to happen. The admin team will continually plan for the upcoming school year—including scheduling and staffing as needed. The admin team is interviewing teachers for open positions currently and will participate in some upcoming job fairs—one at MCOE and one down at Sonoma State University in an effort to make sure all teaching positions are filled for next year. Redwood also has some other upcoming events for its students to look forward to this spring as can be seen by the request to approve some overnight trips below. Events not listed on this agenda also include an Outward Bound ropes course trip for our 8th graders as well as a possible camping trip for the juniors led by Ms. Keast during Bound week. Student council hosted spirit week is next week and culminating with Family Fun Night hosted by Redwood seniors on Friday—and Demonstration Night takes place the week after. Redwood Academy also plans to run its Artward Bound program and what will now be called its Future Bound program for seniors—both on campus in May—so both Caleb and Carrie McClure are starting the planning process for those. State testing is currently schedule to take place in April for Redwood students—this will be an important year of testing as it will be the first of two years that will directly feed into Redwood’s renewal status in 2025-26, as determined by AB 1505. As usual, students who test will be eligible to earn grade bumps and other privileges, such as a trip to Six Flags, if they score at levels 3 or 4 in Literacy or Math or Science.

Secretary’s Report ~ Sequoia’s enrollment for next year is currently at 81 students with approximately 80% of families responding. It is likely that 5-10 more students will choose to return next year. The school will need to add approximately 50-60 new students. All grades have openings currently. SCA will also continue outreach efforts. SCA started ELPAC testing in February and will begin CAASPP testing near the end of April. In addition to testing the school, has several events coming up. Student Success Day is Friday with students out at 12:15. That is also the last day of the quarter. The quarter 3 Honors Assembly will be held on March 22. Sequoia’s spirit week is also next week culminating with the annual Mock Rock assembly on Friday. There are several field trips coming up with the 10th-12th grade visiting Jack London State Park as well as the seniors and 7th grade taking overnight trips to the Mendocino coast.

Treasurer’s Report ~ Current Budget Report and Cash in the County Treasury Report of 3/3/23 shows current cash of $3,332,889 with no apportionments posted for February. This is $151,740 less than this time last year. The cash flow at the end of January was $3,641,303, approximately $262,000 more than predicted. According to the budget report, the expenses are at appropriate levels for this time of year and in line with the budget. The representation letter from the auditors is in the packet for review as well as Charter Academy of the Redwoods tax return. The Second Interim Report and revised budget are based on P-2 ADA predictions extrapolated from historic changes from P-1 for the 2022-2023 school year. The schools’ ADA is lower than predicted at first interim, so the current predictions reflect that. The Governor has proposed 8.13% COLA for next year and a 3.25-3.5% COLA increase the following year in his budget. The budget must still be approved by the legislature. Current state revenue is lower than expected so the budgets are based on the 5.38% COLA used in the first interim.

Safety and Facilities Report ~ A new walkway is being built at Redwood. New vanities have been installed in the bathrooms at Sequoia main campus. The storage area under Sequoia’s patio is currently being cleaned out to make better use of the area. The staff is looking into enclosing several spaces on Sequoia main campus to create walls for classrooms and more meeting space.

##### Consent Items

1. On a first by S. Boyce and a second by R. Brown, the Board voted (5-0) to approve the minutes of the regular meeting of January 17, 2022 and the special meetings of January 30, 2023 and February 15, 2023.

##### Regular Meeting—Action Items

* 1. Approval of Budget Revisions--On a first by S. Boyce and a second by A. Ford the Board voted (5-0) to approve the 2022-23 budget revisions for *Sequoia Career Academy* and *Redwood Collegiate Academy*.
  2. Approval of the Second Interim Report-- On a first by R. Brown and a second by J. Joseph the Board voted (5-0) to approve the 2022-23 Second Interim Report for *Sequoia Career Academy* and *Redwood Collegiate Academy*.
  3. Approval of Board Policy-- On a first by S. Boyce and a second by A. Ford the Board voted (5-0) to approve revisions to BP 506, detailing CAR’s health and safety policy.
  4. Approval of Salary Schedule Revisions--On a first by A. Ford and a second by R. Brown the Board voted (5-0) to approve the 2022-2023 salary schedule.
  5. Approval of Overnight Trips-- On a first by S. Boyce and a second by R. Brown the Board voted (5-0) to approve overnight trips to Santa Cruz, Alameda (USS Hornet) , and Kenwood )Ferguson Observatory for *Redwood Collegiate Academy* students and to Mendocino and Fort Bragg (MacKerricher State Park) for the *Sequoia Career Academy* students.
  6. Approval of Comprehensive School Safety Plan--On a first by R. Brown and a second by S. Boyce the Board voted (5-0) to approve the Comprehensive School Safety Plan for *Redwood Collegiate Academy* and *Sequoia Career Academy*.
  7. Approval of the Final Audit Report for 2021-22--On a first by R. Brown and a second by A. Ford the Board voted (5-0) to approve the Final Audit Report for 2021-22.

1. **Sunshined Items** — The board members previewed revisions to BP 104, detailing CAR’s Conflict of Interest policy.

# Public Comment For Items Not on the Agenda~ No member of the public requested to speak.

1. **Next Meeting**— The next regular meeting of the Board of Directors is scheduled for Tuesday, May 2, 2023 at 6:00 p.m. on the campus of *Redwood Academy of Ukiah*.
2. **Adjournment**— As acclaimed by the chair, the meeting was adjourned at 6:52 p.m.

Respectfully submitted,

Selah Sawyer

Secretary

*For the Record:*

Before 6:00 p.m. on Thursday, March 2, 2023, this meeting agenda was:

Hand-delivered with back-up to all five board members and both corporate officers and management staff;

Posted in the offices of *Redwood Academy* and *Accelerated Achievement Academy*, and classrooms of Flower Building and Home Arts

Building,

Posted on the [www.caredwoods.org](http://www.caredwoods.org) governance channel; and

E-mailed to Scott Paulin