

Western Sierra Charter School

Board of Directors Meeting Minutes

Tuesday, March 12, 2024

Open Session Board Meeting – 3:00 PM

Meeting Held At: 777 West Shaw Ave. Fresno, CA 93704

1. Call to Order

Summer Thomas called the meeting to order at 3:04 PM.

2. Roll Call to Establish Quorum

Quorum established by roll call.

Board Members Present: Shantal Fosse, Bernie McGoldrick, Mary Mellon, Summer Thomas, and Ian Whitney

Absent: Lindsay Haussler

WSCS Staff Present: Michael Cox, Melissa Culver, Nancy Garcia, Eric Hagen, Jody Jeffers, Aaron Kiang, Diane Neulinger, Holli Shipp, and Nick Teddleton

Liaisons Present: Grace Reeve

Liaisons Absent: John Sloas

Guest: Scott Faeth

3. *Action: Board Meeting Agenda for March 12, 2024

Approved

Motion: Bernie McGoldrick Second: Ian Whitney Vote: 5 yes, 0 no

4. *Action: Minutes from January 16, 2024

Approved

Motion: Shantal Fosse Second: Bernie McGoldrick Vote: 5 yes, 0 no

5. Hearing of Persons Wishing to Address the Board

None

6. Written Communications (*if any*)

None

7. *Action: Warrant Reports for 1/11/2024 – 3/4/2024

See printout – summary by Jody Jeffers

Approved

Motion: Ian Whitney Second: Shantal Fosse Vote: 5 yes, 0 no

8. Report on WSCS 2022-2023 Non-Profit Corp. Tax Filing Form 990

Scott Faeth of Borchardt, Corona, Faeth and Zakarian

(Continued with agenda until Scott Faeth arrived)

Mr. Faeth detailed out the Tax filing form for the board.

9. *Action: Acceptance of the WSCS 2022-2023 Non-Profit Corp. Tax Filing form 990

(Continued with agenda until Scott Faeth arrived)

Approved

Motion: Bernie McGoldrick Second: Ian Whitney Vote: 5 yes, 0 no

10. *Action: Audit Engagement Letter with Borchardt, Corona, Faeth & Zakarian for Fiscal Year 2023-24

Michael Cox presented.

Approved

Motion: Bernie McGoldrick Second: Mary Mellon Vote: 5 yes, 0 no

11. Info: 2nd Interim Overview and Budget Update – Jody Jeffers

Jody Jeffers provided an overview printout. Full copies of the 2nd Interim report are available for the Board's review.

(Board moved back to items 8 & 9 at this point)

12. *Action: Approval After the Fact of Purchase of Replacement Phone System for Endeavor

Michael Cox presenting: The phone system at Endeavor was failing and in jeopardy of a system wide complete failure. After consulting with Board Chairman Summer Thomas, we moved forward with the purchase of a new phone system. We are now coming to the Board formally to seek approval of this purchase. The new phone system will be able to move with ECS should they move to a new location in the future.

Approved

Motion: Shantal Fosse Second: Mary Mellon Vote: 5 yes, 0 no

13. *Action: Amend Single Item Spending Limit Policy

Michael Cox

Single Item Spending Limit Policy and Emergency Spending Policy amendment with an outline of the procedure.

Approved

Motion: Mary Mellon Second: Shantal Fosse Vote: 5 yes, 0 no

14. Info: WSCS Server Cloud Migration – Aaron Kiang

See PowerPoint included presented by Melissa Culver

15. *Action: Proceeding with Procurement of Cloud Based Server Service

Seeking approval to move to a cloud-based service.

Approved

Motion: Ian Whitney Second: Bernie McGoldrick Vote: 5 yes, 0 no

16. *Action: Revision to Uniform Complaint Procedure (UCP) Policy – Holli Shipp

See included Draft policy and forms.

Approved

Motion: Mary Mellon Second: Shantal Fosse Vote: 5 yes, 0 no

17. *Action: Obsolete Technology List

Approved

Motion: Ian Whitney Second: Shantal Fosse Vote: 5 yes, 0 no

18. Info: School Safety Plan – Nick Teddleton

Mr. Teddleton gave a brief overview of the school safety plan. See print-out of the plan.

19. Info: Employee Handbook Draft– Holli Shipp

Mrs. Shipp gave a brief overview of the new employee handbook. See printed handbook included.

20. Info: Injury and Illness Prevention Program (IIPP) Policy Draft – Nick Teddleton

Mr. Teddleton shared this new draft policy with the board. See included print-out. The new policy would begin with the new school year (2024/2025).

21. Info: Title IX Policy Draft – Holli Shipp

Mrs. Shipp presented this new draft policy with the board. See attached.

(5 minute break- 4:49 pm – 4:55 pm)

22. Reports

a). Executive Directors Report – Michael Cox

1). Building Search Update

We have put in a letter of intent on a property and are waiting to hear back. Mr. Cox will keep the board informed as this continues to move forward.

2). Bathroom Additions Project Update

Brian Fulce is completing the drawings for submission.

3). Working on an Artificial Intelligence Policy

Our IT team is working on a school wide policy. More to follow.

4). FCMAT Non-Classroom Report

This is a review of the funding determination process. A report will be provided to the board.

5). Thoughts Regarding WSCS Staff Salary for 2024/2025

Looking to provide a 5% increase to staff salaries.

6). WSCS Attendance Calendar for 2024/ 2025

See included 2024/2025 School Calendar.

7). Form 700 Signing

Please sign and return as soon as possible.

b). Fresno Staff Liaison Report – LCAP Process Progress– Grace Reeve

See included PowerPoint print-out.

c). Fresno Principal’s Report – Endeavor and Glacier WASC Self-Study Progress - Nancy Garcia

See included PowerPoint print-out.

d). Oakhurst Staff Liaison Report – John Sloas

N/A

e). Oakhurst Principal’s Report – Eric Hagen

See included PowerPoint print-out.

23. Next Scheduled Board Meeting May 14, 2024, at 3:00

Confirmed

24. *Adjournment @ 5:33 PM

Confirmed

Motion: Ian Whitney

Second: Mary Mellon

Certificate of Secretary

I certify that I am the duly elected Secretary of the Western Sierra Charter Schools, a California nonprofit public benefits corporation; that these minutes are of the Board of Directors held on March 12, 2024.



Diane Neulinger

Minutes prepared and submitted by: Diane Neulinger
