

Access Charter School  
Hybrid Meeting of the Board of Directors  
June 14, 2023

## MINUTES OF MEETING

### Call to Order

The hybrid Access Charter School Board of Directors meeting was called to order by Chairman, Kyle Havill, at 5:02 P.M. Notice of the hybrid Board meeting was provided to the public via the school communication system, school marquee, and school calendar prior to the meeting date.

### Roll Call

Board Members participating in person: Kyle Havill

Board Members participating via the web: Marisa Bradbury, Bert Fonseca, Lori Georganna, and Tina Webster

Board Members not participating: Alice Fairfax

Non-Board Member participating in person: Roger Watkins, Executive Director

### Review and Approval of Minutes

The minutes of April 12, 2023 had been presented through email. One correction was noted in Roll Call. Tina Webster made a motion to approve the minutes and Marissa Bradbury seconded. Motion passed; minutes approved with the correction.

### Director's Report

ACS finished the school year with 127 students; 136 are enrolled for next year. 10 students graduated in May and five are returning. 18 students were accepted for middle school. In total, ACS received 92 applications. Four applications are pending. 43 students are on the high school waitlist.

Staff openings: Two teachers did not renew their contract for next year for personal reasons. ACS did not renew one contract based on performance. Currently, the school has five teaching positions available including one to support the addition of one more middle school classroom. There are also five paraprofessionals that are waiting to receive their certification to teach which will result in 10 paraprofessional positions opened. However, ACS has received over 90 resumes. The curriculum resource position and school registrar position were both posted. Strong applicants applied.

All testing has been completed; still waiting for the results. OCSC pushed back the delivery of grades until July 13 so that middle and high school students could complete credit recovery over the summer. ACW hosted prom and graduation both with good participation. Summer camp was offered but only five students registered. Next year, ACS will communicate the Camp in December so parents can plan/budget for it.

The Director received an update on the pending case. Confirmed date for the deposition with the parent.

The next school event is the picnic; Director extended the invitation to Board members.

School maintenance is underway including painting the classrooms, waxing floors, pressure washing, and landscaping. Home Harvest is building the greenhouse with the intent of finishing it before the summer picnic (June 24).

The Director is currently interviewing new cleaning companies for next year. Burt will send a potential lead. Security camera cabling will be installed next week.

ACS received two bids (Sterling and Alright) to install fencing and waiting on a third. The two bids came in between \$34k-\$39k. Marisa Bradbury made a motion to accept a fencing bid up to \$39k, and Tina Webster seconded. Motion carried to limit fencing spend to \$39k.

Holding PCM training for escalation behaviors. Pre-training is scheduled for over the summer.

A few Paraprofessionals are working throughout the summer to assist in preparing for the upcoming year. Paraprofessionals will have the option of choosing a salary payroll option instead of hourly rates for the new school year. This is due to the exemption status for educational employees.

Pre-planning for the 23-24 school year starts on August 2 and school starts on August 10.

Lori Georganna made a motion to accept the Director's report. Bert Fonseca seconded. Motion carried.

#### Treasurer Report

Bert Fonseca reviewed the May 2023 budget and the proposed 2023-2024 annual budget. The May budget ended with a strong positive variance. Marisa Bradbury made a motion to accept the Treasurer's Report for May. Tina Webster seconded. Motion carried.

Burt Fonseca also reviewed the 23-24 proposed budget. Teacher salary allocations and increased student count resulted in a larger budget including FEFP. The proposed budget accounts for increased market wages and one additional admin staff. The building reserve will cover the new fence and potential roof. The budget could be higher once the school district releases its updated calculator.

Lori Georganna made a motion to accept the Treasurer's Report for 23-24. Marissa Bradbury seconded. Motion carried.

#### Action Items

- a. Reviewed 2023-2024 School Calendar. Bert Fonseca made a motion to accept next year's school calendar. Tina Webster seconded. Motion carried.
- b. Reviewed 2023-2024 Board Meeting Schedule. Marisa Bradbury made a motion to accept the meeting schedule. Burt Fonseca seconded. Motion carried.
- c. Parent Volunteer Hour/Parent Meeting Requirements. The Director proposed completely removing the volunteer hour requirement as there are enough families volunteering and it is difficult to enforce families that don't comply. The two-hour parent meeting requirement will still be mandatory. Tina Webster made a motion to change volunteer hours from mandatory to "strongly encouraged." Marisa Bradbury seconded. Motion carried.
- d. 23-24 Safe School Officer Designation Form. ACS acknowledges the requirement to have a security officer on campus and will use Orange County Sheriff to provide that service and OCPs as a backup.

- e. Reviewed School Safety Assurances.
- f. Reviewed Adoption of Zero-Tolerance Policy. ACS will follow the policy and continue to have students sign off.
- g. Bullying/Harassment Prevention. Not an issue at the school however training is still provided to staff.
- h. Active Assailant Response Plan Approval. ACS has an online/mobile program for students and staff to notify OC if there is an issue. Tina Webster made a motion to accept the items D-H. Lori Georganna seconded. Motion carried

Board Member Matters:

- Board Governance Training Update. Tina and Kyle to complete it.
- Board Background Updates. Alice to complete.

Adjournment: A motion to adjourn the meeting was made by Marissa Bradbury. Tina Webster seconded. Motion passed. Meeting adjourned at 5:47 P.M.

FOR CORRECTIONS, PLEASE CONTACT Lori Georganna at [lgeorganna@AccessCharterSchool.org](mailto:lgeorganna@AccessCharterSchool.org)  
2021-2022 Board Meeting Schedule – All meetings are at 5:00 P.M. Next meeting is September 13, 2023 at the campus and hybrid.

Respectfully submitted  
Lori Georganna, June 15, 2023