



## College Preparatory Middle School

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Phone 619.303.2782 Fax 619.303.3759

### MINUTES

## Regular Meeting of the Board of Directors

Wednesday, May 31, 2023

Call to Order – 6:00 PM

*Closed Session – Directly Following*

Open Session – 6:30 PM

#### INSTRUCTIONS FOR PUBLIC PARTICIPATION BY PARENTS AND CITIZENS

The College Preparatory Middle School (“CPMS”) welcomes public participation at CPMS Board meetings. The purpose of a CPMS board meeting is to conduct the affairs of CPMS in public. Because the Board has a responsibility to conduct school business in an orderly and efficient way, the following procedures shall regulate public presentations to the Board.

1. Agendas and agenda packets are available to all audience members at or near the entrance to the meeting room.
2. Members of the public wishing to speak should fill out a “Request to Speak” form located on the counter/table, stating their name, address (optional), and the agenda item they would like to speak about, or whether they would prefer to address the Board during the “Public Comment” period. Speakers should turn these forms in to the Board Secretary before Open Session begins.
3. The “Public Comment” period is set aside for members of the public to speak about issues that are not specifically on the agenda. Each person will be given the opportunity to speak for up to three (3) minutes. Please keep in mind that the Board can only listen to your issue, the Board will not respond or take action; because of public meeting laws, the Board is prohibited from taking any action on non-agendized items. The members of the Board may ask a question for clarification, provide a reference to staff or other resources for factual information, request staff to report back at a subsequent meeting on any matter, or direct staff to place a matter of business on a future agenda.
4. Board Members may make brief announcements or briefly report on his/her own activities as they relate to school business during “Board Communications” portion of the meeting.
5. State open meeting laws allow members of the public to lodge public criticism of Board policies, procedures, programs, or services. However, those same laws include specific provisions designed to protect the liberty and reputational interests of public employees by providing for the non-public hearing of complaints or charges against employees of the School. (Gov. Code §54957(B)(2).) Under these laws, it is the employee subject to complaints or charges will be heard in open or closed session. It is therefore the desire of CPMS that complaints against an employee be put in writing, and that when the Board hears complaints or charges against an employee it do so in closed session unless the employee requests an open session. Consistent with law and the opinion of the State Attorney General’s Office, please submit any complaints against an employee in writing, to the administration, in accordance with the school’s complaint procedure. This procedure is designed to allow the school to address complaints against employees while at the same time respecting their legitimate privacy rights and expectations.

In compliance with the Americans with Disabilities Act (ADA) and upon request, College Preparatory Middle School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the School Office 619.303.2782

## I. PRELIMINARY

### A. Call to Order

The meeting was called to order by President Meitchik at 6:04 p.m.

### B. Roll Call

	Present	Absent	Arrived Late	Departed Early
Corey Meitchik	X			
Lisa Dietrich	X			
Kathy Kinsella	X			
Garth Hebbler	X			

## II. CLOSED SESSION

### III. RECONVENE TO OPEN SESSION (Estimated start time 6:30 pm)

Depending upon completion of Closed Session items, the Board intends to convene in Open Session at 6:30 pm to conduct the remainder of the meeting, reserving the right to return to Closed Session at any time. Open session began at 7:14 pm

### A. Pledge of Allegiance

### B. Report on Potential Action from Closed Session

### C. Approval of Previous Minutes

Motion by: Lisa Dietrich

Seconded by: Kathy Kinsella

Vote:

	Yes/Aye	No/Nay	Abstain
Corey Meitchik	X		
Lisa Dietrich	X		
Kathy Kinsella	X		
Garth Hebbler	X		

### D. Approval of Board Agenda

Motion by: Garth Hebbler

Seconded by: Lisa Dietrich

Vote:

	Yes/Aye	No/Nay	Abstain
Corey Meitchik	X		
Lisa Dietrich	X		
Kathy Kinsella	X		
Garth Hebbler	X		

**IV.COMMUNICATIONS**

**A. Public Comment Period**

Public comment on items not listed on the Agenda. Maximum time three (3) minutes.

**B. Board Communications/ Announcements**

Governing Board members make brief announcements or briefly report on his/her own activities as they may relate to school business.

**Board announced its thanks to College Prep Staff and congratulated us on having a great impact on so many youth over the years**

**C. Staff Reports**

1. Director’s Report: Director will provide announcements and general report.

**V.INFORMATIONAL/ACTION ITEMS**

**A. GENERAL FUNCTIONS – No items at this time**

**B. PUPIL SERVICES- No items at this time**

**C. PERSONNEL SERVICES-**

**1. Consider/Approve Employment Agreement for Director of School Business**

The Board moved to approve the new employment agreement for 2023 – 2025 for the Director of School Business, announcing the salary and other compensation is fair and reasonable based upon a review of comparable salary information provided by Charter Impact. The Board President read out the compensation amount prior to the vote.

Motion by: Corey Meitchik

Seconded by: Lisa Dietrich

Vote:

	Yes/Aye	No/Nay	Abstain
Corey Meitchik	X		
Lisa Dietrich	X		
Kathy Kinsella	X		
Garth Hebbler	X		

**2. Consider/Approve Employment Agreement for Director of School Operations**

The Board moved to approve the new employment agreement for 2023 – 2025 for the Director of School Business, announcing the salary and other compensation is fair and reasonable based upon a review of comparable salary information provided by Charter Impact. The Board President read out the compensation amount prior to the vote.

Motion by: Corey Meitchik  
 Seconded by: Kathy Kinsella  
 Vote:

	Yes/Aye	No/Nay	Abstain
Corey Meitchik	X		
Lisa Dietrich	X		
Kathy Kinsella	X		
Garth Hebbler	X		

**D. FINANCIAL AND BUSINESS**

**1. Accept IRS Form 990**

Motion by: Corey Meitchik  
 Seconded by: Garth Hebbler  
 Vote:

	Yes/Aye	No/Nay	Abstain
Corey Meitchik	X		
Lisa Dietrich	X		
Kathy Kinsella	X		
Garth Hebbler	X		

**2. Informational: Ms. Marisol Felix, Charter Impact  
 (Board Financial Update, March 2023)**

**3. First Read of Annual Update 2021 – 2024 Local Accountability Plan**  
 No action needed/ discussion only

**4. First Read of Fiscal Year 2023 – 2024 Budget**  
 No action needed/discussion only

**E. CURRICULUM AND INSTRUCTION**

**F. POLICY DEVELOPMENT**

**G. FUTURE PLANNING/ACTION ITEMS**

**H. FUTURE MEETING: June 14, 2023**

**I. ADJOURNMENT- Meeting adjourned by President Meitchik at: 8:10 pm**