



### **Board Members**

Dr. Charles Friedrichs, President  
Leandro Otero, Vice President  
Taryn Burgess, Board Secretary  
John Ing, Board Treasurer  
Crystal Madaule, Board Member  
Carrie Birchler, Board Member  
Jason Weatherall, Board Member

## **SCHOLARSHIP PREP REGULAR BOARD MEETING MINUTES**

March 16, 2021 at 3:30pm

Dial In Number: 669-900-6833

Meeting ID: 812 4477 5443

Passcode: 663232

Due to the ongoing COVID-19 pandemic, this meeting will be held via teleconference only in compliance with Executive Order N-29-20. Members of the public may observe the meeting and offer public comment using the dial-in information above.

### **PUBLIC COMMENT:**

The public attending the teleconference are invited to address the Board. Public comments can also be submitted via email to [comments@scholarshipschools.org](mailto:comments@scholarshipschools.org) with "Public Comment for Board Meeting (on date of the Board Meeting)" in the subject line. The comment should include the name of the commenter, the Agenda Item number and topic that is to be discussed. Comments must be received by 3:30pm of the day before the scheduled Board Meeting, and will be read during the meeting based upon time limitations. If the statement is not read online due to time limitations, the comments will be provided to the board members.

Testimony shall be limited in content to matters pertaining to Scholarship Prep. The Board may not take any action on matters discussed during the public testimony period that are not listed on the agenda.

## Agenda

### **1.0 ROLL CALL - TIME: 3:31 pm**

Roll Call	Trustee	Term	Present	Absent
Dr. Charles Friedrichs, President	5	7/16/19 - 7/2021	X	
Leandro Otero, Vice President	3	10/20/20 - 10/2022		X
Taryn Burgess, Board Secretary	1	10/23/18 - 10/2021		X
John Ing, Board Treasurer	2	12/10/19 - 12/2022	X	
Crystal Madaule, Board Member	4	4/16/19 - 4/2021	X	
Carrie Birchler, Board Member	6	6/18/19 - 6/2022	X	
Jason Weatherall, Board Member	7	9/15/20 - 9/2022		X

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 READING OF THE SCHOLARSHIP PREP MISSION STATEMENT**

*“We are committed to provide a university-inspired pathway of success while closing the achievement gap for all students, including foster youth and those underserved.”*

**4.0 APPROVAL OF THE AGENDA**

*The Board unanimously approved the Agenda with the removal of Consent Calendar Item 12.6.*

**Motion :** CF      **Second:** JI      **Vote:** 4-0

Roll Call	AYE	NAY	ABSTENTION
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

**5.0 INVITATION TO ADDRESS THE BOARD ON ITEMS ON THE AGENDA**

Members of the public attending this meeting are invited to address the Board regarding items listed on the agenda at this time. Comments that were submitted in writing will be read during that agenda item discussion. All comments should be limited to a maximum of 3 minutes (per Board discretion). Commenters should state their name and the Agenda item to which they are speaking.

*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.*

*There were no public comments.*

**6.0 INVITATION TO ADDRESS THE BOARD ON ITEMS NOT ON THE AGENDA**

Members of the public are invited to address the Board regarding items not listed on the agenda but within the Board’s jurisdiction. Comments should be limited to a maximum of 3 minutes (per Board discretion). There shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda.

*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.*

*There were no public comments.*

**7.0 ADJOURNMENT TO CLOSED SESSION**

Adjournment to Closed Session At: **3:34 pm**

**8.0 CLOSED SESSION ITEMS-- DISCUSSION AND POSSIBLE ACTION**

- 8.1. Conference with Legal Counsel – Existing Litigation (Gov. Code Section 54956.9(d)(1)). Case No. 1200057432**
  
- 8.2. Public Employee Appointment (Gov. Code Section 54957(b)(1)).  
Title: Executive Director**

**9.0 RECONVENE OPEN GENERAL SESSION**

Reconvene Open General Session At: **4:04 pm**

**Report out of Closed Session (if applicable).**

*President Charles Friedrichs reported that the Board of Directors voted unanimously to approve a settlement agreement under which Sen. Gloria Romero will retire from employment at Scholarship Prep. The Board thanked Sen. Romero for her contributions to Scholarship Prep.*

*The Board appointed Jason Watts as Executive Director of Scholarship Prep, and will bring forward to Action Items the discussion and approval of the Employment Agreement for the Executive Director position.*

**10.0 ACTION ITEM FROM CLOSED SESSION**

**10.1. Approval of Employment Agreement for Executive Director.**

*The Board reviewed comparative compensation plans from other charter schools, and unanimously agreed to an annual salary of \$225,000 with up to \$10,000 in reimbursable expenses for the Executive Director.*

**Motion : CF                      Second: CB                      Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

## **11.0 INFORMATION SESSION**

### **11.1. Organization Update by Jason Watts, Chief Operating Officer.**

#### **11.1.1. 2019-2020 Independent Audit Report by Robert Arredondo, CliftonLarsonAllen LLP.**

*Jason Watts introduced Derrick DeBruyne, Principal Clifton Larson Allen, to review the Annual Audit report. This was the first year that Scholarship Prep had a single audit which was required due to federal funds expenditure threshold being met. Scholarship Prep audit results are unmodified which is the cleanest, and means that the numbers and accounting notes are within the accounting standards that apply to government agencies.*

### **11.2. LAUSD Option 3 Grants by Anarely Sedano, Director of Special Education.**

*Anarely Sedano updated the Board that Scholarship Prep was awarded two grants by LAUSD through Option 3 SELPA for the South Bay Campus. The first grant is an Innovation Grant for \$5,000 to create an intervention reading program for our scholars with special needs. The second grant is a Program Development Grant for \$12,964.*

### **11.3. No Kid Hungry Grant by Sarah Schoenfeld-Nakamoto, Chief Compliance Officer.**

*Sarah Schoenfeld-Nakamoto shared with the Board that Scholarship Prep was awarded a \$45,000 grant from No Kid Hungry. The funding will enable the schools to maximize child nutrition and other emergency food programs and resources. The funding will be spent on providing meals during weekends and other out-of-school time in conjunction with our backpack program and hosting of regular food banks.*

### **11.4. School Data Review by Taylor Ellis, Chief Academic Officer.**

*Taylor Ellis gave a slide presentation on Scholarship Prep Data. All campuses have beginning of the year and mid-year assessments completed. There was no CAASPP given due to the pandemic, but we used iReady tests, which are given 3 times a year for K-8 in math and reading. The assessments are showing that in less than half a year, Scholars are making academic progress across all subgroups. The iReady Assessment is a CDE approved metric for charters to use to present academic data for renewal purposes.*

### **11.5. Oceanside Campus Update by Valerie Douglass, Principal.**

*Valerie Douglass updated the Board on the Oceanside Campus reopening status. 270 scholars are coming to campus for hybrid learning. Enrollment is strong for next year and a waiting list is being built. The recent Virtual Paint Night was greatly enjoyed by staff and families.*

**11.6. Santa Ana Campus Update by Dennise Allotey, Principal.**

*Dennise Allotey reported that the Santa Ana campus reopened on March 22nd with 159 scholars in the morning session, 109 scholars in the afternoon session and 211 scholars doing distance learning . The Extended Care Learning Lab is in operation for McKinney-Vento scholars.*

**11.7. South Bay Campus Update by Harris Luu, Principal.**

*Harris Luu reported that South Bay is getting ready to reopen. 60% of the families have responded that they are returning to campus for hybrid learning. The enrollment lottery was completed and the campus is full for the next school year.*

**12.0 CONSENT CALENDAR**

- 12.1. Approval of the Minutes of the Regular Board Meeting of February 16, 2021.**
- 12.2. Approval of February 2021 Check Register - Oceanside.**
- 12.3. Approval of February 2021 Check Register - Santa Ana.**
- 12.4. Approval of February 2021 Check Register - South Bay.**
- 12.5. Approval of Revised Fiscal Procedures Manual.**
- 12.6. ~~Approval of 2021-2022 CharterSAFE Membership Insurance Renewal (July 1, 2021 to July 1, 2022).~~**
- 12.7. Approval of Federal Grants Purchase Request Form Template.**
- 12.8. Approval 2020-2021 Single Audit Engagement Letter, for Audit Ending June 30, 2021 by CliftonLarsonAllen LLP.**
- 12.9. Approval of Memorandum of Understanding between Scholarship Prep and YMCA of Orange County for 2020-2021 School Year.**
- 12.10. Approval of Independent Educational Evaluation Policy.**

*Item 12.6 was pulled from the Agenda. The Board unanimously approved the Consent Calendar.*

**Motion : CF**

**Second: JI**

**Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

### **13.0 ACTION ITEMS**

#### **13.1. Consideration of Re-Election of Board Member, Crystal Madaule, Trustee 4 (2 Year Term, 4/2021 - 4/2023) to the Scholarship Prep Board of Directors.**

Recommend the Board to Nominate Board Member, Crystal Madaule, Trustee 4 (2 Year Term, 4/2021 - 4/2023) to the Scholarship Prep Board of Directors.

*President Charles Friedrichs nominated and the Board unanimously approved the second term for Crystal Madaule to serve as Trustee 4 for a two year term from April 2021- April 2023.*

**Motion : CF**

**Second: JI**

**Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

**13.2. Approval of 2019-2020 Independent Audit Report, Year Ended June 30, 2020.**

Recommend the Board to approve 2019-2020 Independent Audit Report, Year Ended June 30, 2020.

*The Board unanimously approved the 2019-2020 Independent Audit Report.*

**Motion : CM                      Second: JI                      Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President			
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

**13.3. Approval of 2021-2022 Classified Compensation Plan.**

Recommend the Board to approve the 2021-2022 Classified Compensation Plan.

*Andrew Crowe presented the updated and condensed Classified Compensation Plan. The base amounts for all ranges were increased. The Board unanimously approved the plan.*

**Motion : CF                      Second: CB                      Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			



**13.4. Approval of 2021-2022 Administrative Compensation Plan.**

Recommend the Board to approve 2021-2022 Administrative Compensation Plan.

*Andrew Crowe presented the updated Administrative Compensation plan which added a payscale for the “Chiefs” positions and wages out to Step 8. The Board unanimously approved the plan.*

**Motion : CF                      Second: CB                      Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

**13.5. Approval of 2021-2022 Certificated Compensation Plan.**

Recommend the Board to approve 2021-2022 Certificated Compensation Plan.

*Andrew Crowe presented the updated Certificated Compensation Plan which added compensation amounts for years 21-25 and increased the Lead Teacher salary. The Board unanimously approved the plan.*

**Motion : CF                      Second: CM                      Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

**13.6. Approval of Lease Agreement (Second Addendum) for 1010 W. 17th St., Santa Ana, CA 92706, between Scholarship Prep - Santa Ana and Newsong Church for the Term 8/01/2021 - 7/31/2028.**

Lease Addendum Diagram

Recommend the Board to approve Lease Agreement (Second Addendum) for 1010 W. 17th St., Santa Ana, CA 92706, between Scholarship Prep - Santa Ana and Newsong Church for the Term 8/01/2021 - 7/31/2028.

*Marisa Quintanar presented the Lease Addendum. A longer term of 7 years was negotiated in order to match the Santa Ana renewal term. The Lessee was changed from Scholarship Prep to Scholarship Prep Facility Holdings LLC, and additional rental space was added. The Board unanimously approved the Lease Addendum.*

**Motion : JI                      Second: CM                      Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

**14.0 BOARD COMMENTS**

The Governing Board will take comments/updates from fellow board members, and staff for future agenda issues.

*John Ing said he was energized by the data. The academic model is showing positive results. Carrie Birchler stated that Scholarship Prep continues to move forward in spite of the Pandemic. Crystal Maduale declared that she was proud to be a part of the Scholarship organization.*

**15.0 UPCOMING BOARD MEETING/ISSUES**

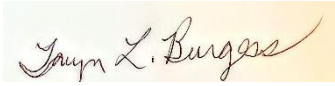
The next regularly scheduled Board Meeting is set for April 20, 2021 and will be held in Santa Ana or virtually if still under statewide Coronavirus emergency mandates.

**16.0 ADJOURNMENT:**

**Motion : CF                      Second: CM                      Vote: 4-0**

<b>Roll Call</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTENTION</b>
Dr. Charles Friedrichs, President	X		
Leandro Otero, Vice President			
Taryn Burgess, Board Secretary			
John Ing, Board Treasurer	X		
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
Jason Weatherall, Board Member			

**MEETING ADJOURNED AT: 5:07 pm**

Approved by:  

Taryn Burgess, Board Secretary

Date: April 20, 2021

**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 Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATION MAY BE MADE**

Notice is hereby given that, consistent with the requirements of the Brown 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 DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of any individual with a disability who requires reasonable accommodation to attend or participate

in this meeting of the Governing Board may request assistance by contacting Michelle Anderson email: [manderson@scholarshipschools.org](mailto:manderson@scholarshipschools.org)

**BOARD DOCUMENTS**

Agenda documents that have been distributed to members of the Board and are available for inspection online by requesting from Michelle Anderson at [manderson@scholarshipschools.org](mailto:manderson@scholarshipschools.org) "during normal school business hours Mon- Friday" or at any of the Scholarship Prep School Offices during regular business hours.

Scholarship Prep Santa Ana - 1010 West 17th Street, Santa Ana, CA 92706  
7:30 a.m. to 4:00 p.m. Monday through Friday

Scholarship Prep Oceanside - 4070 Mission Avenue, Oceanside, CA 92057  
7:30 a.m. to 4:30 p.m. Monday through Friday

Scholarship Prep South Bay- 24910 S. Avalon Blvd., Wilmington, CA 90744  
7:30 a.m. to 4:00 p.m. Monday through Friday

**FOR MORE INFORMATION**

For more information concerning this agenda, please contact Michelle Anderson at: [manderson@scholarshipschools.org](mailto:manderson@scholarshipschools.org)