

Scholarship Prep Public Schools



Board of Directors

Dr. Charles Friedrichs, President
Taryn Burgess, Board Secretary
John Ing, Board Treasurer
Crystal Madaule, Board Member
Carrie Birchler, Board Member
Dr. Bianca Guzmán, Board Member

Executive Director

Sen. Gloria Romero (Ret.)

REGULAR BOARD AGENDA

December 10th, 2019 at 4:30pm

Location:

Scholarship Prep Santa Ana, 1010 W. 17th Street, Santa Ana, CA 92706, Legacy Room

Teleconference Locations:

Scholarship Prep Oceanside, 4070 Mission Ave., Oceanside, CA 92057, The Studio
Scholarship Prep South Bay, 24910 S Avalon Blvd, Wilmington, CA 90744, UCLA Classroom Room 103.

The teleconference locations are open to the public, and any member of the public has an opportunity to address the school board from the teleconference locations in the same manner as if that person attended the regular meeting location.

The public, including public attending the teleconference location, are invited to address the Board. Comments on an agenda item will be accepted prior to consideration of that item.

1.0 ROLL CALL - TIME: 4:31 p.m.

Roll Call	Present	Absent
Dr. Charles Friedrichs, Board President	X	
Taryn Burgess, Secretary		X
Crystal Madaule, Board Member	X	
Carrie Birchler, Board Member	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

Motion : CB Second: CM Vote: 3-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		

5.0 INVITATION TO ADDRESS THE BOARD ON ITEMS ON THE AGENDA

The public, including public attending a teleconference location, are invited to address the Board regarding items listed on the agenda. Comments should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, 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.*

No comments.

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

The public, including public attending a teleconference location, are invited to address the Board regarding items not listed on the agenda but within the Board's jurisdiction. Comments should be limited to 1 minute. 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.*

No comments.

7.0 INFORMATION SESSION

- 7.1. Welcome to Scholarship Prep Oceanside** - Valerie Douglass, Principal provided campus updates and Board greetings.
- 7.2. Comments from Scholarship Prep Oceanside PEP Squad--Marie Hill** greeted the Board and provided updates on Oceanside's PEP Squad activities for the year.
- 7.3. Directors Report - Sen. Gloria Romero (Ret.), Executive Director.**

Sen. Romero (Ret.) invited Board members to attend the End of Year school events. She mentioned that the Santa Ana campus met the criteria to become a California Distinguished School. An application was submitted and the winner will be announced on December 16, 2019. There will be a ceremony in February 2020.

Sen. Romero (Ret.) mentioned the South Bay campus was the latest Scholarship Prep campus to open a Reading Room courtesy of the Carson Literacy Grant. The Reading Room opening will be on December 20th.

Sen. Romero (Ret.) also mentioned that the evaluation by the Western Association for Schools and Colleges accreditation (WASC) for Santa Ana and Oceanside campuses will take place the first week school resumes following the Holiday Break.

8.0 ACTION ITEMS

- 8.1. [Consideration of Election of John Ing to the Scholarship Prep Board of Directors.](#)**
[Letter of Interest.](#)

Recommend the Board Nominate John Ing to the Scholarship Prep Board of Directors.

John Ing briefly addressed the Board and expressed his interest to rejoin the Board of Directors and provided a short biography of his previous work.

Motion : CB Second: CM Vote: 3-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			

Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		

**8.2. Consideration of Election of Dr. Bianca Guzmán to the Scholarship Prep Board of Directors.
Letter of Interest.**

Recommend the Board Nominate Dr. Bianca Guzmán to the Scholarship Prep Board of Directors.

Dr. Guzmán addressed the Board of Directors about the work she has done in higher education and that her experience would be valuable to our programs being that we are a collegiate inspired program.

Motion : CB Second: CM Vote: 3-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		

8.3. Consideration of Appointing a Member of the Scholarship Prep Board of Directors to the Vacant Treasurer Position.

Recommend the Board Appoint a member of the Board of Directors to the Vacant Treasurer Position.

Mr. Ing nominated himself to be Treasurer of the Board of Directors.

Motion : CB Second: CM Vote: 4-0-1

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		

Carrie Birchler, Board Member	X		
John Ing, Board Member			X
Dr. Bianca Guzmán, Board Member	X		

9.0 INFORMATION SESSION CONTINUED

9.1. [Scholarship Prep Board of Directors Annual Brown Act and Conflict of Interest Training - Attorney Merrick Wadsworth, Law Firm of Procopio, Cory, Hargreaves & Savitch LLP, Attorneys at Law.](#)

Attorney Merrick Wadsworth from Procopio presented a comprehensive review of the Brown Act, relevant Conflict of Interest regulations, and fiduciary responsibilities of Board Members.

10.0 ACTION ITEMS CONTINUED

10.1. [Consideration of 2019 - 2020 Scholarship Prep Santa Ana First Interim Financial Report - Presented by Paul Khoury from DMS.](#)

Recommend the Board Approve 2019 - 2020 Scholarship Prep Santa Ana First Interim Financial Report.

Paul Khoury provided an executive summary and overview of the First Interim Financial Report that showed a healthy campus budget for Santa Ana.

Motion : JI Second: CB Vote: 5-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
John Ing, Board Member	X		
Dr. Bianca Guzmán, Board Member	X		

10.2. [Consideration of 2019 - 2020 Scholarship Prep Oceanside First Interim Financial Report - Presented by Paul Khoury from DMS.](#)

Recommend the Board Approve 2019 - 2020 Scholarship Prep Oceanside First Interim Financial Report.

Paul Khoury provided an executive summary and overview of the First Interim Financial Report that showed a healthy campus budget following a dip and correction in enrollment from the Oceanside campus.

Motion : CM

Second: CB

Vote: 5-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
John Ing, Board Member	X		
Dr. Bianca Guzmán, Board Member	X		

10.3. [Consideration of 2019 - 2020 Scholarship Prep South Bay First Interim Financial Report - Presented by Paul Khoury from DMS.](#)

Recommend the Board Approve 2019 - 2020 Scholarship Prep South Bay First Interim Financial Report.

Paul Khoury outlined the financial situation for the South Bay campus. He emphasized that a lot of the spending was front loaded being that this is a new campus and finances should level out by the end of the year.

Motion : JI

Second: CB

Vote: 5-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
John Ing, Board Member	X		

Dr. Bianca Guzmán, Board Member	X		
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10.4. [Consideration of Board Resolution Naming Scholarship Prep as the Sole Member of the Scholarship Prep Facility Holdings LLC.](#)

Recommend the Board Adopt the Board Resolution Naming Scholarship Prep as the Sole Member of the Scholarship Prep Facility Holdings LLC.

Mr. Watts provided a brief overview of this item and how this action was beneficial in helping Scholarship Prep secure future property holdings without risking any of its current assets.

Motion : JI

Second: CM

Vote: 5-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
John Ing, Board Member	X		
Dr. Bianca Guzmán, Board Member	X		

10.5. [Consideration of Letter of Engagement Between Propeller Ventures LLC and Scholarship Prep.](#)

Recommend the Board Approve Letter of Engagement Between Propeller Ventures LLC and Scholarship Prep.

Mr. Watts outlined the terms of the Letter to the Board. He shared the opportunity to consolidate with existing Charter programs has presented itself and that Propeller Ventures would assist in identifying and securing potential partners.

Mr. Watts will arrange a presentation by Propeller Ventures for the January Board Meeting.

The Board of Directors approved moving forward with Propeller Ventures LLC contingent on if possible merger costs could be applicable to the CSP grant award.

Motion : JI

Second: CM

Vote: 5-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
John Ing, Board Member	X		
Dr. Bianca Guzmán, Board Member	X		

11.0 CONSENT CALENDAR ITEMS

- 11.1. [Approval of Minutes from October 15th, 2019 Board Meeting.](#)**
- 11.2. [Approval of Minutes from October 22nd, 2019 Board Meeting.](#)**
- 11.3. [Approval of Minutes from November 26th, 2019 Board Meeting.](#)**
- 11.4. [Approval of Minutes from December 3rd, 2019 Board Meeting.](#)**
- 11.5. [Approval of Revised September Warrant Reports - Santa Ana.](#)**
- 11.6. [Approval of Revised September Warrant Reports - Oceanside.](#)**
- 11.7. [Approval of Revised September Warrant Reports - South Bay.](#)**
- 11.8. [Approval of October Warrant Reports - Santa Ana.](#)**
- 11.9. [Approval of October Warrant Reports - Oceanside.](#)**
- 11.10. [Approval of October Warrant Reports - South Bay.](#)**
- 11.11. [Approval of November Warrant Reports - Santa Ana.](#)**
- 11.12. [Approval of November Warrant Reports - Oceanside.](#)**

11.13. [Approval of November Warrant Reports - South Bay.](#)

11.14. [Approval of Bloodborne Pathogens Exposure Control Plan.](#)

Motion : CB

Second: CM

Vote: 4-0-1

Roll Call Consent Items: 101 - 10.14	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
John Ing, Board Member	X		
Dr. Bianca Guzmán, Board Member			X

PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION

12.0 ADJOURNMENT TO CLOSED SESSION

Adjournment to Closed Session At: 6:34pm

13.0 CLOSED SESSION

13.1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code Section 54956.8.)

Property: 3838 East Ave. R, Palmdale, CA 93550
Agency Negotiator: Jason Watts
Negotiating Parties: Stapleton Group
Under Negotiations: Price and Terms of Payment

13.2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code Section 54956.8.)

Property: 24910 S. Avalon Blvd., Wilmington, CA, 90744
Agency Negotiator: Jason Watts
Negotiating Parties: Port City Church
Under Negotiations: Price and Terms of Payment

14.0 RECONVENE OPEN GENERAL SESSION

Reconvene Open General Session At: 7:05pm

No report

15.0 BOARD COMMENTS

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

Mr. Friedrichs shed light on the process of evaluation for the Executive Director position. Mr. Friedrichs stated that he will provide supporting documentation for this process at the Board Retreat and hope to execute the evaluation in June/July of 2020.

16.0 UPCOMING BOARD MEETING/ISSUES

Next regularly scheduled Board Meeting set for January 21, 2020, at our Orange Home Office. Short order of business will commence the meeting followed by our Study Session into the early evening.

17.0 ADJOURNMENT

Motion : JI

Second: CM

Vote: 5-0

Roll Call	AYE	NAY	Abstention
Dr. Charles Friedrichs, Board President	X		
Taryn Burgess, Board Secretary			
Crystal Madaule, Board Member	X		
Carrie Birchler, Board Member	X		
John Ing, Board Member	X		
Dr. Bianca Guzmán, Board Member	X		

MEETING ADJOURNED AT: 7:09pm

Minutes Recorded by Patricia Carrillo, Executive Assistant

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 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 to participate

in this meeting of the Governing Board may request assistance by contacting Patricia Carrillo Telephone: (714) 795-3708.

BOARD DOCUMENTS

Agenda documents that have been distributed to members of the Board are available for inspection 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 Patricia Carrillo (714) 795-3708