

APPROVED



# The Cottonwood School

## Minutes

### Regular Scheduled Board Meeting

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**Date and Time**

Tuesday November 17, 2020 at 7:00 PM

**Location**

7006 Rossmore Lane  
El Dorado Hills, CA 95762

Zoom Link:

<https://zoom.us/j/95654038139>

Meeting ID:

Join by Phone: +1 (669) 900-6833

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**Directors Present**

Adina Caskey (remote), Christine Cordero (remote), Deb Hibbard (remote), Dr. Norman Lorenz (remote), Teresa Lyday Selby (remote)

**Directors Absent**

*None*

**Guests Present**

Adam Azarzar (remote), Amy Freydlund (remote), Ann Buxton (remote), Approximately 15 Others (remote), Cindy Garcia (remote), Darlington Ahaiwe (remote), Janet Ho (remote), Jodiann Beeson (remote), Kathy Fagundo (remote), Kimmi Buzzard (remote), Steve Brown (remote), Steven Lawrence (remote)

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

Dr. Norman Lorenz called a meeting of the board of directors of The Cottonwood School to order on Tuesday Nov 17, 2020 @ 7:00 PM.

**C. Approval of the Agenda**

Teresa Lyday Selby made a motion to approve the agenda.

Dr. Norman Lorenz seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Teresa Lyday Selby Aye  
Christine Cordero Aye  
Dr. Norman Lorenz Aye  
Adina Caskey Aye  
Deb Hibbard Aye

**D. Public Comments**

No public comment

**E. Executive Director's Report**

- Staff website launched
- Enrollment – 2400 students in home study, 32 students in site-based; enrollment is open in both programs
- Ms. Garcia attended the CSDC Conference and a Young, Minney & Corr training, gaining valuable information.
- COVID vaccine update was given
- Deferrals and Cashflow – state is deferring much more than expected, we have a plan in place to weather this challenge
- Budget Overview for Parents is ready and will be presented at Special Board Meeting.
- Learning Loss Mitigation funds are being used for:
  - Teachers'
    1. Mifi's
    2. New computers
    3. Zoom accounts
    4. Google voice
    5. Pear Deck
  - Students'
    1. Loaner laptops
    2. Mifi's
- Janet Ho presented information about AB 1505, an overhaul of charter renewal process.
- FCMAT meeting with Cindy Garcia, Jodiann Beeson, and Dr. Norman Lorenz
  - They were impressed that the Board President was in attendance.
  - They are looking at issues of: governance, fiscal practices, operations.
  - Noted that we are following a plan of continuous improvement, and offered to assist and answer questions as they arise.
- Kathy Nicosia gave report on Testing; checking the value and fidelity of testing practices.
- Amy Freyland gave report on Enrichment and Vendor Services; tiered approach to permit access to in-person products and activities; important to get outside, real and hands-on activities
  - Tier 1 – Family led activities
  - Tier 2 – Vendor services
  - Families and vendors want more flexibility and autonomy.
  - Can't implement at this time because of COVID restrictions, but will as soon as restrictions are lifted.

- Enrichment Update
  - 12/1 Student Planning amounts: TK-6th \$1000, 7th-12th \$1400
  - Families, especially high school students, advance on Spring drop is already budgeted.
- Review of new restitution process
- Cindy Garcia introduced Ann Buxton, new Officer of Compliance and Accountability

#### **F. Approve Minutes**

Deb Hibbard made a motion to approve the minutes from Regular Scheduled Board Meeting on 10-20-20.

Adina Caskey seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **Roll Call**

Adina Caskey Aye  
Dr. Norman Lorenz Aye  
Deb Hibbard Aye  
Teresa Lyday Selby Aye  
Christine Cordero Aye

#### **G. Approve Minutes**

Dr. Norman Lorenz made a motion to approve the minutes from Special Board Meeting on 11-03-20.

Deb Hibbard seconded the motion.

The board **VOTED** to approve the motion.

##### **Roll Call**

Teresa Lyday Selby Aye  
Christine Cordero Aye  
Deb Hibbard Aye  
Adina Caskey Abstain  
Dr. Norman Lorenz Aye

### **II. Finance**

#### **A. October Financials**

Deb Hibbard made a motion to approve the October Financials.

Christine Cordero seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **Roll Call**

Teresa Lyday Selby Aye  
Christine Cordero Aye  
Dr. Norman Lorenz Aye  
Adina Caskey Aye  
Deb Hibbard Aye

### **III. Operations**

#### **A. Contract with Provenance**

- Overview of their history and services provided
- Steven Lawrence presented their merits.
- Kimmi Buzzard described order services, enrichment.
- Kathy Fagundo described management of systems and people.

#### **B. Procurify Overview**

1. Procurify overview of what they can provide by Adam Azarzar and Steve Brown
  1. Very user friendly.
  2. Works on all devices.
  3. Good feedback from other schools who have used this system.
2. Next Steps – Cindy Garcia will consult with teachers re: their needs and ideas.

#### IV. Governance

##### A. December Meeting Schedule

Special Board Meeting: December 2nd at 6 pm

Regular Board Meeting: December 8th at 6 pm

Dr. Norman Lorenz made a motion to approve the December meeting dates.

Adina Caskey seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### Roll Call

Christine Cordero Aye

Adina Caskey Aye

Dr. Norman Lorenz Aye

Teresa Lyday Selby Aye

Deb Hibbard Aye

#### V. Closing Items

##### A. Board of Directors Comments & Requests

Adina wanted to know when the board will make a decision about ordering system. Cindy said it will be up for vote in December.

##### B. Announcement of Next Regular Scheduled Board Meeting

Special Board Meeting: December 2nd at 6 pm

Regular Board Meeting: December 8th at 6 pm

##### C. Adjourn Meeting

Dr. Norman Lorenz made a motion to adjourn the meeting.

Adina Caskey seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:53 PM.

Respectfully Submitted,

Dr. Norman Lorenz

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Prepared by:  
Kimmi Buzzard

Noted by:



Board Secretary

Public comment rules: Members of the public may address the Board on agenda or non-agenda items through the teleconference platform, Zoom. Zoom does not require the members of the public to have an account or login. Please either utilize the chat option to communicate with the administrative team your desire to address the board or simply communicate orally your desire to address the board when the board asks for public comments. Members of the public are permitted to comment on both non-agenda item matters and agenda item matters when public comment is called. Speakers may be called in the order that requests are received. We ask that comments are limited to 2 minutes each, with no more than 15 minutes per single topic so that as many people as possible may be heard. If a member of the public utilizes a translator to address the board, those individuals are allotted 4 minutes each. If the board utilizes simultaneous translation equipment in a manner that allows the board to hear the translated public testimony simultaneously, those individuals are allotted 2 minutes each. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to school staff or calendar the issue for future discussion.

Note: The Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Governing Board Office at 951-290-3013 at least 48 hours before the scheduled board meeting so every reasonable effort can be made to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)).






# 11-17-20 - Minutes - Cottonwood

Final Audit Report

2021-01-23

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