



**Tuesday, February 22, 2022
REGULAR SCHEDULED BOARD MEETING**

THE COTTONWOOD SCHOOL

**Time
6:00 PM PDT**

**Location
3921 Sandstone Drive, Suite A
El Dorado Hills, CA 95762**

**Zoom Link:
<https://zoom.us/j/7911094763>
Meeting ID: 791 109 4763
Join by Phone: (669) 900-6833
El Dorado Hills, CA 95762**

1. Opening Items

Subject	A. Record Attendance - Dr. Norman Lorenz
Meeting	Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING
Category	1. Opening Items
Access	Public
Type	Information, Procedural
Board Members	
Christine Cordero	
Deb Hibbard	
Donna Huckleby	
Norman Lorenz	
Teresa Lyday-Selby	

Subject	B. Call the Meeting to Order - Dr. Norman Lorenz
Meeting	Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING
Category	1. Opening Items
Access	Public
Type	Procedural

2. Open Session -- Opening Items - 6:00 PM

Subject **A. Approval of the Agenda**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 2. Open Session -- Opening Items - 6:00 PM

Access Public

Type Action

Recommended Action Motion to approve the agenda. Second, roll call vote.

Roll Call Vote:

Christine Cordero
 Deb Hibbard
 Donna Huckleby
 Norman Lorenz
 Teresa Lyday-Selby

Subject **B. Board Finding AB361**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 2. Open Session -- Opening Items - 6:00 PM

Access Public

Type Action

Recommended Action Motion for Board Approval of Findings to Conduct Virtual Meetings Pursuant to AB 361. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Ann Buxton

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

During times of crisis or emergency, it is essential that public agencies are able to continue to provide critical services to the public. Assembly Bill 361 (Rivas), which will allow public agencies to meet remotely, as they do now under the Governor's Executive Orders related to COVID-19.

- While maintaining transparency and public access, local agencies, schools, would be able to meet remotely during a declared state of emergency
- While agencies would still be required to post agendas and meeting information, agencies would not be required to post meeting notices and/or agendas in physical locations when remotely meeting during an emergency
- While the public must continue to have access to the remote meeting and provided the ability to make a public comment, agencies would not be required to make all remote meeting sites accessible to the public, nor include the remote location details in the meeting notice or agenda during a declared state of emergency
- Additionally, agency board members would not be required to be at remote sites within the territorial bounds of the agency during a declared state of emergency

Roll Call Vote:

Christine Cordero
 Deb Hibbard
 Donna Huckleby
 Norman Lorenz
 Teresa Lyday-Selby

File Attachments

[AB 361.pdf \(120 KB\)](#)

Subject**C. Public Comments**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 2. Open Session -- Opening Items - 6:00 PM

Access Public

Type Information, Procedural

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 to allow 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.

Subject**D. Approve Minutes**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 2. Open Session -- Opening Items - 6:00 PM

Access Public

Type Action

Recommended Action Motion to Approve Minutes for January 2022 as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD:

ESTIMATED TIME OF ITEM: 2 minutes

BACKGROUND AND SUMMARY (overview):

Roll Call Vote:

Christine Cordero

Deb Hibbard

Donna Huckleby

Norman Lorenz

Teresa Lyday-Selby

File Attachments

[Minutes January 25 2022.pdf \(132 KB\)](#)

Subject **E. Executive Director's Report Cindy Garcia**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 2. Open Session -- Opening Items - 6:00 PM

Access Public

Type Information

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Cindy Garcia
ESTIMATED TIME OF ITEM: 15 minutes
BACKGROUND AND SUMMARY (overview):

File Attachments
[February 22, 2022 Board Meeting.pdf \(1,931 KB\)](#)

3. Finance

Subject **A. Discussion and Potential Action on the January Financials and 2nd Interim Reporting**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the January financials and 2nd Interim Reporting as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Spencer Styles/Jason Sitomer
ESTIMATED TIME OF ITEM: 5 minutes
BACKGROUND AND SUMMARY (overview):
 Presentation of January financials.

Roll Call Vote:
 Christine Cordero
 Deb Hibbard
 Donna Huckleby
 Norman Lorenz
 Teresa Lyday-Selby

File Attachments
[Cottonwood_Financial Package_January 2022.pdf \(4,115 KB\)](#)

Subject **B. Compensation Policy**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Compensation Policy and Salary Schedule as presented. Second, Roll call vote.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Cindy Garcia/Linda Kimble
ESTIMATED TIME OF ITEM:
BACKGROUND AND SUMMARY (overview):

This is updated to better detail applicable protected classes under state/federal law. We also have changed the compensation for part time employees from 30.00 to 35.00 an hour and have updated our salary scales to reflect current salary scales.

File Attachments
[Cottonwood Compensation and Salary Scales 2.17.22 3P.pdf \(1,591 KB\)](#)

Subject C. Auditor Selection Form

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Auditor Selection as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Cindy Garcia
ESTIMATED TIME OF ITEM: 5 Minutes
BACKGROUND AND SUMMARY (overview):

Roll Call Vote:
 Christine Cordero
 Deb Hibbard
 Donna Huckleby
 Norman Lorenz
 Teresa Lyday-Selby

File Attachments
[Audit form 2022 Letterhead.pdf \(174 KB\)](#)

Subject D. Funding Amounts for 2022-23 School Year

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Funding Amounts for 2022-23 as presented, Second, roll call vote.

SUBMITTED BY:
PRESENTING TO THE BOARD:
ESTIMATED TIME OF ITEM:
BACKGROUND AND SUMMARY (overview):

Roll Call Vote:
Christine Cordero
Deb Hibbard
Donna Huckleby
Norman Lorenz
Teresa Lyday-Selby

File Attachments
22-23 Funding Amounts.pdf (170 KB)

Subject E. A-G Completion Improvement Grant

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the A-G Completion Improvement Grant as presented. Second, roll call vote.

SUBMITTED BY:
PRESENTING TO THE BOARD:
ESTIMATED TIME OF ITEM:
BACKGROUND AND SUMMARY (overview):

Roll Call Vote:
Christine Cordero
Deb Hibbard
Donna Huckleby
Norman Lorenz
Teresa Lyday-Selby

The A-G Completion Improvement Grant Program was granted funds in the Education Budget Trailer Bill. The budget provides additional support to local educational agencies (LEAs) to increase the number of students, particularly unduplicated students, who graduate with A-G eligibility. Funds are available for expenditure or encumbrance through the 2025-26 fiscal year.

An LEA must develop a plan on how the funds will increase or improve services for unduplicated students to improve A-G eligibility, including supplementing and not supplanting services identified in the LEA's LCAP and learning recovery plan.

The grant applicants must apply by April 1, 2022. They must report to the State Superintendent of Public Instruction by December 31, 2023, detailing how they are measuring the impact on the A-G competition rate.

File Attachments
[A-G Improvement Grant Funding.pdf \(130 KB\)](#)

Subject **F. Supplement to the Annual Update to the 2021–22 Local Control and Accountability Plan**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Information

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Ann Buxton

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

Section 124(e) of Assembly Bill 130 requires LEAs (including COEs and Charter Schools) to present an update to the LEA's governing board or body by February 28, 2022. The intent of this update is to provide the governing board and the LEA's educational partners with a point-in-time report related to funding received through the 2021 Budget Act, which includes ESSER III funds, as well as the implementation of the LCAP to date.

File Attachments
[2022_Supplement_to_Annual_Update_for_2021-22_LCAP_The_Cottonwood_School_20220209.pdf \(413 KB\)](#)

4. Operations

Subject **A. Student Use of Technology Policy**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Student Use of Technology Policy as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Cindy Garcia/ Eric Sweiven

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

We have updated the technology policy with current legislation and insurance requirements.

Roll Call Vote:
Christine Cordero
Deb Hibbard
Donna Huckleby
Norman Lorenz
Teresa Lyday-Selby

File Attachments
[Student Use of Technology Policy.pdf \(311 KB\)](#)

Subject **B. Foster and Mobile Youth Policy**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve Foster and Mobile Youth Policy as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Cindy Garica
ESTIMATED TIME OF ITEM:

BACKGROUND AND SUMMARY (overview):

There have been a fair number of bills passed in the last couple years impacting this at-risk population. This policy now includes military families, migratory youth and students participating in a newcomer program because they are addressed together in the law and share most of the same rights.

Roll Call Vote:
Christine Cordero
Deb Hibbard
Donna Huckleby
Norman Lorenz
Teresa Lyday-Selby

File Attachments
[Foster_Youth_Policy_-_Cottonwood .pdf \(291 KB\)](#)

Subject **C. 2022-23 Cottonwood Calendar**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the 2022-23 Cottonwood Calendar as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Cindy Garcia/Kirsten Graat
ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

Presentation of 2022-23 Calendar. Which includes the recognition of Juneteenth.

Roll Call Vote:

Christine Cordero

Deb Hibbard

Donna Huckleby

Norman Lorenz

Teresa Lyday-Selby

File Attachments

Cottonwood 2022-23 Final.pdf (118 KB)

Subject**D. Title 1: Schoolwide Program**

Meeting

Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category

4. Operations

Access

Public

Type

Discussion and Potential Action

Recommended Action Motion to approve the operation of a Schoolwide Program (SWP) for the expenditure of Title 1 funds. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Ann Buxton

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

Roll Call Vote:

Christine Cordero

Deb Hibbard

Donna Huckleby

Norman Lorenz

Teresa Lyday-Selby

Beginning in the 2020-21 school year, we applied for and began to receive federal funding. Among the various federal funding sources, we receive Title 1, Part A funds designated for purchases related to helping students demonstrate proficiency of state academic standards. A local education agency (LEA) that receives Title I, Part A funds expends them within a Targeted Assistance School (TAS) program or Schoolwide Program (SWP).

We currently operate a TAS program that restricts Title 1, Part A purchases/services to particular students. Operating a TAS is time-consuming as it requires the tracking and reporting Title 1 services for each eligible student. Conversely, implementing a Title 1 SWP allows us to use Title 1, Part A funds schoolwide. An LEA may operate a Title I SWP if it believes the SWP will result in improved academic achievement and (20 USC 6312, 6314):

- **The school board determines that the school serves an eligible attendance area or is a participating school under Section 1113 of the ESEA; and**
- **For the initial year of the schoolwide program:**
 - **The school serves a school attendance area in which not less than 40 percent of the children are from low-income families; or**
 - **Not less than 40 percent of the children enrolled in the school are from low-income families (34 CFR 200.25[b][1]; ESSA Section 1114[a][1][A]).**

Currently, 41% of The Cottonwood School’s students are identified as socioeconomically disadvantaged.

Subject E. Title 1 Board Policy

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve Title 1 Board Policy as presented. Second, roll call vote.

SUBMITTED BY:
PRESENTING TO THE BOARD:
ESTIMATED TIME OF ITEM:
BACKGROUND AND SUMMARY (overview):

Roll Call Vote:
Christine Cordero
Deb Hibbard
Donna Huckleby
Norman Lorenz
Teresa Lyday-Selby

A local education agency (LEA) that operates a Title I, Part A Schoolwide Program (SWP) must implement corresponding board policy.

No material impact. We will receive the same amount of Title 1, Part A funds, but they will be spent schoolwide instead of restricted to eligible students.

<p>File Attachments Title I Policy (4869-2516-6095.v3).pdf (195 KB)</p>

Subject F. Comprehensive Safety Plan

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Comprehensive Safety Plan as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Ann Buxton
ESTIMATED TIME OF ITEM: 5 minutes
BACKGROUND AND SUMMARY (overview):

Updated for the current year and added new regulations

Roll Call Vote:
Christine Cordero
Deb Hibbard
Donna Huckleby

Norman Lorenz
Teresa Lyday-Selby

File Attachments
[Comprehensive_Safety_Plan_2022 \(4868-1970-3311.v1\).pdf \(1,033 KB\)](#)

Subject **G. Enrollment 2022-2023**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve The Cottonwood School's Enrollment 2022-2023 as presented.
Second, roll call vote.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Cindy Garcia
ESTIMATED TIME OF ITEM:
BACKGROUND AND SUMMARY (overview):

Roll Call Vote:
Christine Cordero
Deb Hibbard
Donna Huckleby
Norman Lorenz
Teresa Lyday-Selby

File Attachments
[2022_2023 Enrollment.pdf \(88 KB\)](#)

Subject **H. Material Revision**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve The Material Revision as presented, Second. Roll Call.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Cindy Garcia
ESTIMATED TIME OF ITEM: 5 minutes
BACKGROUND AND SUMMARY (overview):

The Cottonwood School is seeking a material revision to memorialize the charter term extension by two years, as set forth in Education Code Section 47607.4, and to memorialize current enrollment and revise enrollment projections as set forth herein. The Charter School remains committed to serving all students in accordance with all applicable legal requirements, as described in this charter.

Roll Call Vote:
Christine Cordero
Deb Hibbard
Donna Huckleby
Norman Lorenz
Teresa Lyday-Selby

File Attachments

[The Cottonwood School Material Revision Redline \(Feb 2022\) \(4865-8464-1295.v2\) \(002\).pdf \(30,963 KB\)](#)
[The Cottonwood School Material Revision \(Feb 2022\) Clean.pdf \(30,962 KB\)](#)

5. Academic Excellence

Subject	A. Board Resolution in Honor of Cesar Chavez Day
Meeting	Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING
Category	5. Academic Excellence
Access	Public
Type	Discussion and Potential Action
Recommended Action	Motion to approve the JBoard Resolution in Honor of Cesar Chavez Day as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Linda Kimble

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

File Attachments

[Board Resolution in Honor of Cesar Chavez Day.pdf \(117 KB\)](#)

6. Closing Items

Subject	A. Board of Directors Comments & Requests
Meeting	Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING
Category	6. Closing Items
Access	Public
Type	Discussion

Subject **B. Announcement of the Next Regular Scheduled Board Meeting**

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 6. Closing Items

Access Public

Type Information

March 22, 2022

- Open Session: 6:00 p.m.
- Closed Session: 7:30 p.m.

Subject C. Adjourn Meeting

Meeting Feb 22, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 6. Closing Items

Access Public

Type Action

Recommended Action Motion to Adjourn. Second, roll call vote.

Roll Call Vote:

- Christine Cordero
- Deb Hibbard
- Donna Huckleby
- Norman Lorenz
- Teresa Lyday-Selby