



Tuesday, April 26, 2022
REGULAR SCHEDULED BOARD MEETING

THE COTTONWOOD SCHOOL

Time
6:00 PM PDT

Location
3921 Sandstone Drive, Suite 100
El Dorado Hills, CA 95762

Zoom Link:
<https://zoom.us/j/99337341510>
Meeting ID: 993 3734 1510
Join by Phone: (669) 900-6833
El Dorado Hills, CA 95762

1. Opening Items

Subject	A. Record Attendance - Dr. Norman Lorenz
Meeting	Apr 26, 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	Apr 26, 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 Apr 26, 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 Apr 26, 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 (126 KB)

Subject	C. Public Comments
Meeting	Apr 26, 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	Apr 26, 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 March 26, 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
[March 26 2022 Minutes.pdf \(86 KB\)](#)

Subject	E. Executive Director's Report Cindy Garcia
Meeting	Apr 26, 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
[April 26th Board Meeting .pdf \(3,206 KB\)](#)

3. Finance

Subject **A. Discussion and Potential Action on the March Financials Jason Sitomer**

Meeting Apr 26, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the March financials as presented. Second, roll call vote.

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

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

File Attachments
[22.03_TCS_Board Package.pdf \(849 KB\)](#)

Subject **B. Salary Scales**

Meeting Apr 26, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Salary Scales as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton
PRESENTING TO THE BOARD: Cindy Garcia
ESTIMATED TIME OF ITEM: 2 minutes
BACKGROUND AND SUMMARY (overview):
 Correcting the highlighted error in the document.

File Attachments
[Salary Scales Revised for Adoption 4.26.22.pdf \(1,444 KB\)](#)

Subject **C. PTO**

Meeting Apr 26, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Action

Recommended Action Motion to approve the PTO changes as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Linda Kimble/Cindy Garcia

ESTIMATED TIME OF ITEM: 3 minutes

BACKGROUND AND SUMMARY (overview):

File Attachments
[RedLine Employee Handbook Approved 8-28-21 with PTO Revision 4_22_22 \(1\).pdf \(165 KB\)](#)

4. Operations

Subject **A. Diabetes Notification**

Meeting Apr 26, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Diabetes Notification 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):

Senate Bill (SB) 97, which Governor Newsom signed on October 8, 2021, requires the California Department of Education (CDE) to develop informational materials regarding type 1 diabetes. On or after January 1, 2023, SB 97 also requires school districts, county offices of education, and charter schools to either include the materials as part of the notification to students' parents/guardians or make them available to them when the student first enrolls in elementary school.

File Attachments
[Diabetes Annual Notice V 1.0.pdf \(254 KB\)](#)

Subject **B. Graduation Policy**

Meeting Apr 26, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 4. Operations

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Graduation Policy 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):

The Cottonwood School has collaborated with our legal counsel and updated the Graduation Policy to match the charter and included the Certificate of Completion pathway for students designated per their IEP.

File Attachments
 Graduation Policy v1.pdf (440 KB)

5. Governance

Subject A. Upcoming

Meeting Apr 26, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 5. Governance

Access Public

Type Discussion

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Ann Buxton

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

Board Calendar
 ED Evaluation
 Board Vacancy

6. Closing Items

Subject A. Board of Directors Comments & Requests

Meeting Apr 26, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 6. Closing Items

Access Public

Type Discussion

Subject B. Announcement of the Next Regular Scheduled Board Meeting

Meeting Apr 26, 2022 - REGULAR SCHEDULED BOARD MEETING
Category 6. Closing Items
Access Public
Type Information

May 24, 2022

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

Subject C. Adjourn Meeting

Meeting Apr 26, 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