



**Tuesday, August 23, 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/7911094763>**  
**Meeting ID: 791 109 4763**  
**Join by Phone: (669) 900-6833**  
**El Dorado Hills, CA 95762**

## **1. Opening Items**

---

<b>Subject</b>	<b>A. Record Attendance - Dr. Norman Lorenz</b>
Meeting	Aug 23, 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

<b>Subject</b>	<b>B. Call the Meeting to Order - Dr. Norman Lorenz</b>
Meeting	Aug 23, 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 Aug 23, 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 Aug 23, 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)

<b>Subject</b>	<b>C. Public Comments</b>
Meeting	Aug 23, 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.

<b>Subject</b>	<b>D. Executive Director's Report Cindy Garcia</b>
Meeting	Aug 23, 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  
[August Board Meeting Executive Director Report.pdf \(7,710 KB\)](#)

### 3. Finance

---

<b>Subject</b>	<b>A. Discussion and Potential Action on the July Financials</b>
Meeting	Aug 23, 2022 - REGULAR SCHEDULED BOARD MEETING
Category	3. Finance
Access	Public
Type	Discussion and Potential Action
Recommended Action	Motion to approve the July 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 July financials.

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

File Attachments  
22.07\_TCS\_Board Package.pdf (694 KB)

## 4. Consent Agenda

---

<b>Subject</b>	<b>A. Consent Agenda</b>
Meeting	Aug 23, 2022 - REGULAR SCHEDULED BOARD MEETING
Category	4. Consent Agenda
Access	Public
Type	Action
Recommended Action	Motion to approve the Consent Agenda as presented. Second, roll call vote.

**SUBMITTED BY:** Ann Buxton

**PRESENTING TO THE BOARD:** Cindy Garcia

**ESTIMATED TIME OF ITEM:**

**BACKGROUND AND SUMMARY (overview):**

The following items are considered by the Executive Director to be of a routine nature. All items have been vetted by legal. The last item in this section is a single vote to approve them en masse with one motion.

**Any recommendation may be removed at the request of any Board Member and placed on the regular agenda.**

1. July Minutes
2. The Cottonwood School Documents Policy
3. Whistleblower Policy
4. Universal Complaint Policy and Procedures
5. Instructional Funds
6. EL Master Plan 2022-2023
7. Universal Complaint Policy
8. Education Records and Student Information Policy
9. Disposal of Obsolete or Items of no Value List of items
10. Disposal of Surplus, Obsolete, or Unneeded Books, Equipment and Supplies Policy

File Attachments  
2022-2023 Cottonwood Charter School EL Master Plan.pdf (899 KB)  
Universal\_Complaint\_Policy-\_Cottonwood.pdf (171 KB)  
Uniform\_Complaint\_Policy\_and\_Procedures\_Admin\_Regulation\_-\_Cottonwood\_-\_V3.pdf (317 KB)  
Whistleblower\_Policy\_-\_Cottonwood.pdf (154 KB)  
The\_Charter\_School\_Documents\_Policy\_-\_Cottonwood.pdf (139 KB)  
Education\_Records\_and\_Student\_Information\_Policy\_-\_Cottonwood.pdf (238 KB)  
July 2023 Regular Board Meeting Minutes.pdf (98 KB)  
Disposal of Surplus, Obsolete, or Unneeded Books, Equipment and Supplies Policy - Cottonwood.pdf (693 KB)  
Disposal of Obsolete or Items of no Value - Sheet1.pdf (21 KB)  
New Proposed Funding Amounts updated 8\_2022.pdf (113 KB)

## 5. Governance

---

<b>Subject</b>	<b>A. Reminders</b>
----------------	---------------------

Meeting Aug 23, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 5. Governance

Access Public

Type Information

**SUBMITTED BY:** Ann Buxton

**PRESENTING TO THE BOARD:** Ann Buxton

**ESTIMATED TIME OF ITEM:** 5 minutes

**BACKGROUND AND SUMMARY (overview):**

With the beginning of the new school year as we move in multiple directions:

Please set a time at least twice each week to check your cottonwoodk12 email from your computer, not your phone.

This is your opportunity to respond to:

The county sends emails periodically

Contact information is needed

Form 700

Signature form for Finance

**Subject B. Certification of Signatures**

Meeting Aug 23, 2022 - REGULAR SCHEDULED BOARD MEETING

Category 5. Governance

Access Public

Type Discussion and Potential Action

Recommended Action Motion to approve the Certification of Signatures as presented. Second, roll call vote.

**SUBMITTED BY:** Ann Buxton

**PRESENTING TO THE BOARD:** Ann Buxton

**ESTIMATED TIME OF ITEM:** 3 minutes

**BACKGROUND AND SUMMARY (overview):**

The EDCOE is requesting a Certification of Signatures from The Cottonwood School Board in accordance with the provisions of Section 42633 of the California Education Code; any of the following persons have been duly authorized to sign orders drawn upon the funds of the school district.

Roll Call Vote:

Christine Cordero

Deb Hibbard

Donna Huckleby

Norman Lorenz

Teresa Lyday-Selby

File Attachments

[Certification of Signatures Template August 2022.pdf \(160 KB\)](#)

## **6. Closing Items**

**Subject**                    **A. Board of Directors Comments & Requests**

Meeting                    Aug 23, 2022 - REGULAR SCHEDULED BOARD MEETING

Category                    6. Closing Items

Access                      Public

Type                        Discussion

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

Meeting                    Aug 23, 2022 - REGULAR SCHEDULED BOARD MEETING

Category                    6. Closing Items

Access                      Public

Type                        Information

September 27, 2022

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

**Subject**                    **C. Adjourn Meeting**

Meeting                    Aug 23, 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