



Tuesday, February 28, 2023 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

Subject	A. Record Attendance - Dr. Norman Lorenz
Meeting	Feb 28, 2023 - 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 28, 2023 - 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
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Meeting Feb 28, 2023 - 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 28, 2023 - 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 Feb 28, 2023 - 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. Executive Director's Report Cindy Garcia

Meeting Feb 28, 2023 - 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

[Februaru 28th, ED Report.pdf \(2,898 KB\).](#)

3. Finance

Subject A. January financials and the Second Interim Report

Meeting Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING

Category 3. Finance

Access Public

Type Discussion and Potential Action

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

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: A representative from CI

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

Presentation of January financials and the Second Interim Report.

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

File Attachments
[23.1 TCS Board Package.pdf \(927 KB\)](#)

Subject	B. Bid for Site from Corp. Construction Services
Meeting	Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING
Category	3. Finance
Access	Public
Type	Discussion and Potential Action
Budgeted	Yes
Recommended Action	Motion to approve the Bid for the site build out from Corp. Construction Services as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Cindy Garcia and Jodiann Beeson

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
[Contractor Comparison Chart.pdf \(319 KB\)](#)

Subject	C. Make-Up Time Policy
Meeting	Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING
Category	3. Finance
Access	Public
Type	Discussion and Potential Action
Recommended Action	Motion to approve the Make-Up Time Policy as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Cindy Garcia/Stacie Ivery

ESTIMATED TIME OF ITEM: 15 minutes

BACKGROUND AND SUMMARY (overview):

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

Administrative File Attachments

[Make-Up Time Policy 2-28-2023 V1 \(99 KB\)](#)

[Make-Up Time Request Formv 2-28-2023 V1 \(17 KB\)](#)

4. Consent Agenda

Subject

A. Consent Agenda Items

Meeting Feb 28, 2023 - 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: Ann Buxton

ESTIMATED TIME OF ITEM: 5 minutes

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. Approve Minutes from January 2023
2. Missed Assignment and Involuntary Removal Policy -Updated by legal
3. Classified Management Salary Schedule
4. Calendars

File Attachments

[January 2023 Minutes Regular Meeting \(86 KB\)](#)

[2023-24 School Year Calendars.pdf \(263 KB\)](#)

Administrative File Attachments

[Missed Assignment and Involuntary Removal Policy V2 12132022.pdf \(160 KB\)](#)

[Schedule F2 - \(Classified Management\).pdf \(127 KB\)](#)

5. Operations

Subject

A. Comprehensive Safety Plan

Meeting Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING

Category 5. 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: Cindy Garcia/Ann Buxton/Eric Sweiven

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

Presentation of Comprehensive Safety Plan.

Our plan has been updated to maintain our compliance.

The law requires that each school update and adopt its Comprehensive Safety Plan by March 1 annually.

Roll Call Vote:

Christine Cordero

Deb Hibbard

Donna Huckleby

Norman Lorenz

Teresa Lyday-Selby

File Attachments

[draft Comprehensive Safety Plan 2022 -2023\(4868-1970-3311.v1\).pdf \(1,734 KB\).](#)
[Comprehensive Safety Plan 2022 -2023\(4868-1970-3311.v1\).pdf \(1,296 KB\).](#)

6. Academic Excellence

Subject

A. ASB Policy

Meeting

Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING

Category

6. Academic Excellence

Access

Public

Type

Discussion and Potential Action

Recommended Action Motion to approve the ASB Policy as presented. Second, roll call vote.

SUBMITTED BY: Ann Buxton

PRESENTING TO THE BOARD: Jodiann Beeson

ESTIMATED TIME OF ITEM: 5 minutes

BACKGROUND AND SUMMARY (overview):

Roll Call Vote:

Christine Cordero

Deb Hibbard

Donna Huckleby

Norman Lorenz

Teresa Lyday-Selby

Administrative File Attachments

[School-Connected Organizations ASB .pdf \(212 KB\).](#)

7. Governance

Subject**A. Updates**

Meeting

Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING

Category

7. Governance

Access

Public

Type

Discussion, Information

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

- Form 700s were sent to you from EDCOE to your personal email address. Cottonwood's due Date is MARCH 10.
- ED Eval Timeline. The survey will be open from March 1-10 and close at the day's end.
- The March 28 Meeting will be in-person
- Closed Session at the March 28 Board meeting for the ED evaluation

8. Closing Items

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

Meeting

Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING

Category

8. Closing Items

Access

Public

Type

Discussion

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

Meeting

Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING

Category

8. Closing Items

Access

Public

Type

Information

March 28, 2023

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

Subject**C. Adjourn Meeting**

Meeting

Feb 28, 2023 - REGULAR SCHEDULED BOARD MEETING

Category

8. 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