

## MEETING MINUTES - Santa Clarita Valley international Board Meeting

Board Approved: March 22, 2023

<b>Date</b>	Wednesday, February 15, 2023
<b>Started</b>	6:02 PM
<b>Ended</b>	8:35 PM
<b>Location</b>	This meeting will be held virtually. Zoom <a href="https://zoom.us/j/5395735793">https://zoom.us/j/5395735793</a> Meeting ID: 539 573 5793 Dial in Number: 1-669-900-6833
<b>Purpose</b>	Regular Scheduled Meeting
<b>Chaired by</b>	Nicole Miller
<b>Recorder</b>	Donna Wood

### Minutes

## 1. Opening Items

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### 1.1. Call The Meeting To Order

Nicole Miller called the meeting to order at 6:02pm

**Status:** Completed

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### 1.2. Roll Call

Shely Berry: Present

Nicole Miller: Present

Wendy Emeterio: Present

Sharon Lord Greenspan: Present

Greg Kimura: Present

**Status:** Completed

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### 1.3. Pledge Of Allegiance

Pledge of Allegiance was recited

**Status:** Completed

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### 1.4. Approve Agenda

Motion to Approve the Agenda: Greg Kimura

Seconded by: Sharon Lord Greenspan

Unanimously Approve

Greg Kimura: Yes

Sharon Lord Greenspan: Yes

Shely Berry: Yes

Wendy Emeterio: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

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### 1.5. Approve Minutes

Motion to Approve Minutes: Greg Kimura

Seconded by: Sharon Lord Greenspan

Approved Vote

Greg Kimura: Yes

Sharon Lord Greenspan: Yes

Shely Berry: Yes

Wendy Emeterio: Yes

Nicole Miller: Abstained from vote as she was not in attendance for a majority of the meeting

**Due date:**

**Status:** Completed

Documents

- Minutes-2022-12-14.pdf
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## 2. Curriculum Moment

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### 2.1. Curriculum Moment

Shawna Melville presented the Dream Up to Space Program. She introduced Melissa Rose and Brent Call as the SCVi project facilitators. Team Bok Choy presented their winning experiment to the Board and answered questions of the Board.

SCVi senior presented her CAS (Creativity, Action, Service) project to the board and answered questions of the Board.

**Status:** Completed

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## 3. Public Comments

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### 3.1. Public Comments

The public may address the SCVi governing board regarding any item within the Board's jurisdiction whether or not that item appears on the agenda during this time. If you wish to address the Board, please complete a public comment card. Comments for the public will be limited to 3 minutes.

No public comments were made

**Status:** Completed

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## 4. Consent Items

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### 4.1. Personnel Report

Motioned to Approve the Personnel Report: Sharon Lord Greenspan

Seconded by: Shely Berry

Unanimously Approved

Sharon Lord Greenspan: Yes

Shely Berry: Yes

Wendy Emeterio: Yes

Greg Kimura: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- 02.15.2023SCVi\_PersonnelReport.pdf

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### 4.2. Check Register

Motioned to Approve the Check Register: Greg Kimura

Seconded By: Sharon Lord Greenspan

Unanimously Approved

Greg Kumura: Yes

Sharon Lord Greenspan: Yes

Shely Berry: Yes

Wendy Emeterio: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- SCVi Payment Register\_20230208.pdf
- SCVi Payment Register Summary\_20230208 (1).pdf
- SCVi Payment Register v2\_20230208.pdf

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### 4.3. Contracts Over \$10,000

Motioned to Approve Contracts Over \$10,000: Greg Kimura

Seconded By: Sharon Lord Greensapn

Unanimously Approved

Greg Kumura: Yes

Sharon Lord Greenspan: Yes

Shely Berry: Yes

Wendy Emeterio: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- SCVi Camera Proposal.pdf
- 

#### 4.4. Revised 2020 - Form 990

Review updated 2020 Form 990 submitted by the auditor as you were informed was needed during the audit report given by the audit team.

Motioned to Approve Revised 2020 - Form 990: Greg Kimura

Seconded by: Wendy Emeterio

Unanimously Approved

Greg Kumura: Yes

Wendy Emeterio: Yes

Shely Berry: Yes

Sharon Lord Greenspan: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- Santa Clarita Valley\_Amended Return DRAFT.pdf
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## 5. Discussion And Reports

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### 5.1. Learner Board Ambassador Report

Learner Board Ambassador presented the Learner Board Ambassador Report to the Board and answered questions of the Board

**Status:** Completed

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### 5.2. School Director Report

Chad Powell and Martha Spansel Pellico presented the School Director Report to the Board and answered questions of the Board

**Status:** Completed

Documents

- Site Director Board Report.pdf
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### 5.3. Staff Board Ambassador Report

Megan Tapia presented the Staff Board Ambassador Report to the Board and answered questions of the Board

**Status:** Completed

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### 5.4. Financial Committee Report

Nicole Miller presented the Financial Committee Report to the Board and answered questions of the Board

**Status:** Completed

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### 5.5. Enrollment Committee Report

Wendy Emeterio presented the Enrollment Committee Report to the Board and answered questions of the Board

**Status:** Completed

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### 5.6. Annual Disclosure Report Crossroads

Chad Powell presented the Annual Disclosure Report Crossroads to the Board and answered questions of the Board

**Status:** Completed

#### Documents

- Annual Disclosure Report Crossroads 2022.pdf
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### 5.7. ADP Time Off Requests and Bill.com Reimbursement Process

Discuss process regarding School Director time off requests and reimbursements.

Kim Lytle presented the ADP Time Off Requests and Bill.com Reimbursement Process to the Board and answered questions of the Board

**Status:** Completed

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### 5.8. Brown Act Meeting Requirements

Kim Lytle presented the Brown Act Meeting Requirements to the Board and answered questions of the Board

**Status:** Completed

#### Documents

- New Brown Act Changes - January 2023.pdf
  - SCVi - AB 361 Emergency Legislation Regarding Brown Act Meeting Requirements.pdf
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## 6. Action Items

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### 6.1. IP Shared Agreement

Kim Lytle presented the IP Shared Agreement to the Board and answered questions of the Board

Motion to Approve the IP Shared Agreement with intent to procure rewording correction of "irrevocable": Shely Berry

Seconded by: Wendy Emeterio

Unanimously Approved

Shely Berry: Yes

Wendy Emeterio: Yes

Sharon Lord Greenspan: Yes

Greg Kimura: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- Redline - iCA - Schools -- IP Assignment and Governance Agreement (PC).pdf
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## 6.2. 21-22 SARC

Cassandra Coleman presented the 21-22 SARC to the Board and answered questions of the Board

Motion to Approve 21-22 SARC: Greg Kimura

Seconded by: Wendy Emeterio

Unanimously Approved

Greg Kimura: Yes

Wendy Emeterio: Yes

Shely Berry: Yes

Sharon Lord Greenspan: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- SCVi 21-22 SARC.pdf
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## 6.3. Nepotism Policy

Natasha Baugh presented the Nepotism Policy to the Board and answered questions of the Board

Motion to Approve the Nepotism Policy: Sharon Lord Greenspan

Seconded by: Shely Berry

Unanimously Approved

Sharon Lord Greenspan: Yes

Shely Berry: Yes

Wendy Emeterio: Yes

Greg Kimura: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- SCVi Anti-Nepotism Policy 2023.pdf
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#### 6.4. 2023-2024 School Calendar

Cassandra Coleman presented the 2023-2024 School Calendar to the Board and answered questions of the Board

Motion to Approve the 2023-2024 School Calendar: Greg Kimura

Seconded by: Sharon Lord Greenspan

Unanimously Approved

Greg Kimura: Yes

Sharon Lord Greenspan: Yes

Shely Berry: Yes

Wendy Emeterio: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- 2023-24 SCVi Calendars Track A SB & IS V2301271000.pdf
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#### 6.5. Revised Employee Guidebooks

Discuss and take action regarding the revised Employee Guidebook updated according to legal requirements and procedures.

Natasha Baugh presented the Revised Employee Guidebook to the Board and answered questions of the Board

Motion to Approve the Revised Employee Guidebook: Sharon Lord Greenspan

Seconded by: Greg Kimura

Unanimously Approved

Sharon Lord Greenspan: Yes

Greg Kimura: Yes

Shely Berry: Yes

Wendy Emeterio: Yes

Nicole Miller: Yes

**Due date:**

**Status:** Completed

Documents

- SCVi \_ Employee Guidebook(Updated Jan, 2023).pdf
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## 7. Closed Session

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#### 7.1. Conference with Legal Counsel - Anticipated Litigation

Gov. Code section 54956.9(d)(2): 2 Matters

**Status:** Completed

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#### 8. Report of Closed Session

Nicole Miller stated that there was no action taken

**Status:** Completed

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### 9. Board Comments

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#### 9.1. Board Comments

Greg appreciated Board Member Shely Berry's legal background and stated that it was instrumental in tonight's meeting.

Shely Berry thanked everyone for their hard work

**Status:** Completed

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### 10. Closing Items

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#### 10.1. Next Meeting Date

March 15, 2023

Board decided to move the next Board meeting to March 22nd as the Directors are away attending a Charter School Conference.

**Status:** Completed

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#### 10.2. Adjournment

Nicole Miller adjourned the meeting at 8:35pm

**Status:** Completed

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