

**AUDEO CHARTER SCHOOL**  
**A California Non-Profit Public Benefit Corporation**  
*dba Audeo Charter School II ▪ Audeo Charter School III ▪ Grossmont Secondary School ▪ Sweetwater Secondary School*

*Gregg Haggart - Chairman*  
*David Crean – Member, Tim Morton - Member, David Quezada - Member*

**BOARD OF DIRECTORS**  
**ANNUAL MEETING MINUTES**  
**Thursday, June 21, 2018, 1:00 p.m.**  
**K5 Homeschool Resource Center ▪ 10725 Tierrasanta Boulevard ▪ San Diego, CA 92124**

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**1.0 OPEN SESSION**

**1.1** Call to Order: Haggart called the meeting to order at 1:05 p.m.

**1.2** Roll Call: Members present at the meeting were David Crean, Gregg Haggart, Tim Morton, David Quezada

Also in attendance: Lynne Alipio, Mary Bixby, Angela Neri, Stephanie Starr, Tim Tuter and Legal Counsel Paul Minney

**1.3** Establish Quorum: The following directors, constituting a quorum of the Board were present at the meeting: Gregg Haggart, Tim Morton, and David Quezada. Quezada moved to establish a quorum and Crean seconded the motion.

Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

**1.4** Pledge of Allegiance

Haggart led all in the Pledge of Allegiance.

**1.5** Approval of Agenda: It was moved by Morton and seconded by Crean to Approve the Agenda

Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

**2.0 PUBLIC COMMENT**

**2.1** Non-Agenda Public Comments

There were no comments from the public.

**2.2** Agenda Items Public Comments

There were no comments from the public.

**3.0 CLOSED SESSION**

**3.1** Board President Announcement Regarding Closed Session Items

Haggart announced the closed session and informed announced of agenda item 3.2.1

**3.2** Public Comment on Closed Session Items

Haggart opened the Public Comment at 1:07 p.m.

## MOVE TO CLOSED SESSION

- 3.2.1 Conference with Real Property Negotiators  
Pursuant to California Government Code section 54956.8:  
Property: APN# 486-750-03-00  
Agency Negotiator: Mary Bixby, Lynne Alipio  
Negotiating Properties: HON Investments, LP  
Under Negotiation: Terms of Lease

## RETURN TO OPEN SESSION at 1:11 p.m.

- 3.3 Haggart reported out that no action taken in closed session.

## 4.0 ADMINISTRATIVE ITEMS

### 4.1 President's Report

#### 4.1.1 Posting for Vacancy of Board Parent Representative 2018-2019 update

Bixby informed the Board that we posted the Board Parent Representative position for the required 90 days (January 3, 2018 – April 2, 2018). The position will remain vacant as we did not receive any interest during the initial posting and it will remain vacant until a qualified candidate applies and is confirmed under the process for “Subsequent Parent Representative” according to the Board policy. . Beginning every January, we shall publicize a notice of vacancy for a period of 90 days for applications to be considered for the current vacancy for the subsequent fiscal year.

#### 4.1.2 Suicide Research

Bixby noted that she is working with a team of designated staff in a qualitative research project to inform the development of innovative Suicide prevention and intervention programs, actions, and services. Through case study analysis, Altus wide research, and stakeholder collaboration, we have developed an action plan that includes staff training, CTE curriculum, and systems of support that focus on equipping teachers, students, and parents with the tools they need to lead healthy, balanced lives.

#### 4.1.3 Presentation of Mentor Projects

The Altus Fellows Program is fulfilling a part of the Altus Strategic Initiative on Leadership Growth. Mary Bixby, Dr. Davis, and Wade Aschbrenner have created and implemented the Altus Fellows Program and it is designed to build the skills, experience, and confidence necessary for emerging leaders to guide our schools through complex challenges. The Fellows have gained a deeper understanding of leadership; strategic planning; sustainability; core competencies; customer engagement; employee engagement; integration of processes, and goals; and measuring the right things.

The projects are designed to meet one of the **I3 Categories** (Introduce, Improve, and Innovate).

**Introduce** The project is an introduction of a new process/technology to the Altus Affiliated Schools

**Improve** The project is an improvement to an existing process/technology at Altus

**Innovate** The project is an innovation in use or delivery of a process or technology at Altus

#### 4.1.4 Graduation Numbers

Bixby informed the Board that we had 711 graduates Altus wide. It was noted that we anticipate the number to increase with the summer graduates

#### 4.1.5 Marketing Efforts

Bixby reported that the State Department of Education is requesting that we advertise our funding source on marketing advertisements. Bixby also noted that we are enhancing our digital marketing to continue to support the efforts to increase student enrollment.

#### 4.1.6 SSP - Audeo Prop Z Building Update

Bixby indicated the San Diego Unified School District has begun construction on the East Building. The projected completion date is June 2019.

#### 4.1.7 State Board of Education Annual Site Visit Letter

##### 4.1.7.1 Grossmont Secondary School

##### 4.1.7.2 Sweetwater Secondary School

Bixby reported that the State Board of Education (SBE) completed the Annual Site Visit for Grossmont Secondary School and Sweetwater Secondary School. We received notification from SBE stating that we are in compliance with our Charter Petition and our Memorandum of Understanding

#### 4.2 Strategic Plan Update

##### 4.2.1 Audeo II Charter School

4.2.1.1 The Board reviewed the School Participation Report for the period of 2017-2018 Month 7 - 11:12/18/17 – 5/4/18

##### 4.2.2 Grossmont Secondary School

4.2.2.1 The Board reviewed the School Participation Report for the period of 2017-2018 Month 7 - 11:12/18/17 – 5/4/18

##### 4.2.3 Sweetwater Secondary School

4.2.3.1 The Board reviewed the School Participation Report for the period of 2017-2018 Month 6-10:12/18/17 – 5/4/18

## 5.0 CONSENT AGENDA

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The President recommends approval of all consent agenda items.

### 5.1 Consent Action Items for Audeo Charter School II, Audeo Charter School III, Grossmont Secondary School and Sweetwater Secondary School for each School

5.1.1 Approval of Meeting Minutes for April 27, 2018

5.1.2 Ratification of the Annual Review of the Resource Supervision Policy 3192

5.1.3 Approval of the Consolidated Application for

5.1.3.1 2018-2019 Certificate of Assurance

5.1.3.2 2018-2019 Protected Prayer Certification

5.1.3.3 2018-2019 LCAP Federal Addendum Certification

5.1.3.4 2018-2019 Application for Funding

5.1.4 Approval of 2018-2019 Board Meeting Dates

*Thursday, October 18, 2018, Thursday, February 21, 2019, Wednesday, June 26, 2019*

**5.2 Consent Action Items for Audeo Charter School II, Grossmont Secondary School and Sweetwater Secondary School for each School**

5.2.1 Approval to Renew Authority to Establish Bank Accounts and Invest Surplus Funds Resolution

**5.3 Consent Action Items Identical to Audeo Charter School II, Audeo Charter School III**

5.3.1 Approval of 2018-2019 Pupil Calendar

**5.4 Consent Action Items for Grossmont Secondary School**

5.4.1 Approval of 2018-2019 Pupil Calendar

**5.5 Consent Action Items for Sweetwater Secondary School**

5.5.1 Approval of 2018-2019 Pupil Calendar

It was moved by Morton and seconded by Crean to Approve the Consent Action Items 5.1.1 – 5.5.1  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

**6.0 ACTION ITEMS**

6.1 Approval to Amend Audeo Non-Profit Corporation Leave Policy to Add Paid Maternity Leave Benefits

It was moved by Crean and seconded by Morton to Approve to Amend Audeo Non-Profit Corporation Leave Policy to Add Paid Maternity Leave Benefits

Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

6.2 Approval of Increase to Base Compensation for Certificated and Classified Employees for Fiscal Year 2018-2019

It was moved by Crean and seconded by Morton to Approve the Increase to Base Compensation for Certificated and Classified Employees for Fiscal Year 2018-2019

Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

6.3 Approval of Email Retention Policy

It was moved by Crean and seconded by Morton to Approve the Email Retention Policy

Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

6.4 Approval of Grade Level Determination Policy

It was moved by Crean and seconded by Quezada to Approve the Grade Level Determination Policy

Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

6.5 Approval of Internal Fiscal Control Policies

It was moved by Crean and seconded by Morton to Approve the Internal Fiscal Control Policies

Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

6.6 Approval of the Resolution to Amend the Conflict of Interest Code

It was moved by Morton and seconded by Crean to Approve the Resolution to Amend the Conflict of Interest Code. Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

**6.7 Action Items Identical to Audeo Charter School II, Audeo Charter School III**

6.7.1 Approval of Resolution to Transfer Funds

It was moved by Morton and seconded by Crean to Approve the Resolution to Transfer Funds. Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

**6.8 Action Items Specific to Audeo Charter School II**

6.8.1 Approval of FY 2017-18 Second Interim Report

It was moved by Morton and seconded by Quezada to Approve the FY 2017-18 Second Interim Report. Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

- 6.8.2 Review the FY 2017-18 May Revised Budget Assumptions and Approval of FY 2017-18 May Revised Budget  
The Board reviewed the FY 2017-18 May Revised Budget Assumptions. It was moved by Crean and seconded by Quezada to Approve the FY 2017-18 May Revised Budget  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.8.3 Review the FY 2018-19 Preliminary Operation Budget Assumptions and Approval of FY 2018-19 Preliminary Operation Budget  
The Board reviewed the FY 2018-19 Preliminary Operation Budget Assumptions. It was moved by Quezada and seconded by Morton to Approve the FY 2018-19 Preliminary Operation Budget  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.8.4 Approval of FY 2018-19 Education Protection Account (EPA) Resolution and Expenditure Plan  
It was moved by Morton and seconded by Crean to Approve the FY 2018-19 Education Protection Account (EPA) Resolution and Expenditure Plan  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.8.5 Approval of the 2018-2019 Local Control and Accountability Plan and Annual Update  
It was moved by Crean and seconded by Quezada to Approve the 2018-2019 Local Control and Accountability Plan and Annual Update  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.8.6 Approval of Local Control Accountability Plan Every Student Succeeds Act Federal Addendum  
It was moved by Crean and seconded by Quezada to Approve the Local Control Accountability Plan Every Student Succeeds Act Federal Addendum  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

### **6.9 Action Items Specific to Audeo Charter School III**

- 6.9.1 Review the FY 2018-19 Preliminary Operation Budget Assumptions and Approval of FY 2018-19 Preliminary Operation Budget  
The Board reviewed the FY 2018-19 Preliminary Operation Budget Assumptions. It was moved by Quezada seconded by Crean to Approve the FY 2018-19 Preliminary Operation Budget  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.9.2 Approval of FY 2018-19 Education Protection Account (EPA) Resolution and Expenditure Plan  
It was moved by Morton and seconded by Quezada to Approve the FY 2018-19 Education Protection Account (EPA) Resolution and Expenditure Plan  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

### **6.10 Action Items Specific to Grossmont Secondary School**

- 6.10.1 Approval of Lease Renewal APN # 486-750-03-00 as Presented in Item 3.2.1  
It was moved by Morton and seconded by Crean to Approve the Lease Renewal APN # 486-750-03-00 as Presented in Item 3.2.1  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

- 6.10.2** Approval of Approval of FY 2017-18 Second Interim Report  
It was moved by Quezada and seconded by Crean to Approve FY 2017-18 Second Interim Report  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.10.3 Review the FY 2017-18 May Revised Budget Assumptions and Approval of FY 2017-18 May Revised Budget  
The Board reviewed the FY 2017-18 May Revised Budget Assumptions. It was moved by Quezada seconded by Morton to Approve the FY 2017-18 May Revised Budget  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.10.4 Review the FY 2018-19 Preliminary Operation Budget Assumptions and Approval of FY 2018-19 Preliminary Operation Budget  
The Board reviewed the FY 2018-19 Preliminary Operation Budget Assumptions. It was moved by Quezada and seconded by Crean to Approve the FY 2018-19 Preliminary Operation Budget  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.10.5 Approval of FY 2018-19 Education Protection Account (EPA) Resolution and Expenditure Plan  
It was moved by Quezada and seconded by Crean to Approve the FY 2018-19 Education Protection Account (EPA) Resolution and Expenditure Plan  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.10.6 Approval of the 2018-2019 Local Control and Accountability Plan and Annual Update  
It was moved by Morton and seconded by Quezada to Approve the 2018-2019 Local Control and Accountability Plan and Annual Update  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.10.7 Approval of Local Control Accountability Plan Every Student Succeeds Act Federal Addendum  
It was moved by Morton and seconded by Crean to Approve the Local Control Accountability Plan Every Student Succeeds Act Federal Addendum  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

**6.11 Action Items Specific to Sweetwater Secondary School**

- 6.11.1** Approval of FY 2017-18 Second Interim Report  
It was moved by Morton and seconded by Crean to Approve the FY 2017-18 Second Interim Report  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.11.2 Review the FY 2017-18 May Revised Budget Assumptions and Approval of FY 2017-18 May Revised Budget  
The Board reviewed the FY 2017-18 May Revised Budget Assumptions. It was moved by Morton and seconded by Crean to Approve the FY 2017-18 May Revised Budget  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.11.3 Review the FY 2018-19 Preliminary Operation Budget Assumptions and Approval of FY 2018-19 Preliminary Operation Budget  
The Board reviewed the FY 2018-19 Preliminary Operation Budget Assumptions. It was moved by Quezada and seconded by Crean to Approve the FY 2018-19 Preliminary Operation Budget  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.
- 6.11.4 Approval of FY 2018-19 Education Protection Account (EPA) Resolution and Expenditure Plan

It was moved by Morton and seconded by Crean to Approve the FY 2018-19 Education Protection Account (EPA) Resolution and Expenditure Plan  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

6.11.5 Approval of the 2018-2019 Local Control and Accountability Plan and Annual Update  
It was moved by Morton and seconded by Crean to Approve the 2018-2019 Local Control and Accountability Plan and Annual Update  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

6.11.6 Approval of Local Control Accountability Plan Every Student Succeeds Act Federal Addendum  
It was moved by Quezada and seconded by Crean to Approve the Local Control Accountability Plan Every Student Succeeds Act Federal Addendum  
Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

## **7.0 BOARD ANNOUNCEMENTS AND COMMENTS**

From time to time, the board has topics of interest that they would like to share with the community. These are informational in nature and do not require action.

There were no comments from the Board.

## **8.0 ADJOURNMENT**

It was moved by Crean and seconded by Morton to adjourn the meeting at 2:36 p.m.

Ayes – 4, Nays-0, Absent – 0, Abstain – 0, Motioned Approved.

**Next Regular Board Meeting: TBA**

Meeting Agenda available at:

[www.audeo2.com](http://www.audeo2.com), [grossmontsecondarycharter.com](http://grossmontsecondarycharter.com), [sweetwatersecondarycharter.com](http://sweetwatersecondarycharter.com)