

**ROADS EDUCATION ORGANIZATION**  
**DBA PIVOT CHARTER SCHOOLS**

Regular Meeting of the Governing Board  
Saturday, January 26, 2019  
9:00 a.m.

Location:

*Pivot Charter School North Bay, 2999 Cleveland Avenue, Santa Rosa, CA 95403*

Members of the Governing Board:

*James Lewis, Kevin Harrigan, Tom Halvorsen, Ralph Holmes,  
Patricia Martel, Steve Siegel, OJ Sutherland*

Roads Education Organization complies with ADA requirements and, upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting materials available in appropriate alternative formats (pursuant to Government Code Section 54953.2). Anyone requiring reasonable accommodation to participate in the meeting should contact the Executive Director at (530) 550-7616 at least 48 hours prior to the meeting.
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Anyone who is unable to attend this meeting in person may arrange to attend via phone or video conference at one of the Pivot Charter School resource centers or on a personal device. If attending at one of the resource centers, contact the Site Administrator to arrange access. If joining from a personal device, use the following URL to join the meeting: <a href="https://meet.google.com/egk-gctj-oxe">meet.google.com/egk-gctj-oxe</a> or call (812) 777-8639 and enter PIN 600 379 424#
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**AGENDA & MINUTES**

**1. OPENING SESSION**

**1.1 Call to Order & Roll Call**

The meeting was called to order by Chairman Lewis at 9:03 a.m.  
Governing Board Member roll call:

Halvorsen	Present
Harrigan	Present
Holmes	Present
Lewis	Present
Martel	Absent
Siegel	Present
Sutherland	Present

Also present: San Marcos Unified School District representative Gina Bishop, Tripepi Smith representative Ryder Smith, Pivot staff members, students and families

**1.2 Flag Salute**

**1.3 Agenda Modifications & Approval of Agenda**

It was noted that due to availability of legal counsel, closed session will begin at approximately 10:30 a.m. Nothing will be added to or removed from the agenda, but closed session will be moved earlier.

Motion to approve as modified: Halvorsen  
Second: Holmes  
Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

## 2. PUBLIC COMMENT

This time is reserved for citizens, employees, and representatives of school groups to address the Board on items that are not on the agenda. By law the Board cannot take action upon or discuss items that are not on the approved agenda, but welcomes your comments. Persons addressing the Board are asked to state their names and whether or not they are a resident of the district. The Board Chair reserves the right to limit comments from the public as well as the amount of time spent on any one topic.

No comments from the public were made.

## 3. REPORTS AND PRESENTATIONS TO THE BOARD

### 3.1 Pivot North Bay Schools Report – local staff

Discussion was centered on the goal of increasing connection among staff, students, families, and the community. Some of the connection points discussed for students include: connecting all students to innovative instructional solutions, to life skills such as organization and time management, to the environment and local community, to college and career options, and to creative learning endeavors such as music and art.

Two students shared their perspectives as part of the presentation. They noted successes and struggles they had experienced and offered ideas for increasing connection among students, staff, and families.

After the presentation, two parents in the audience asked to speak. They contributed comments about their experiences with the Pivot North Bay schools. Requests were made to increase social opportunities such as adding more field trips and/or clubs for middle school. These parents acknowledged the excellent academic support provided for middle school students, but noted that in their opinion more socialization was needed. Chairman Lewis thanked the parents for their input and for being active members in the Pivot community, and noted that their feedback is valuable in assisting school personnel with planning program offerings.

### 3.2 Financial Report – Chief Business Officer

Updated ADA targets for each Pivot school were presented, as well as actions and results needed to achieve those targets. Various Board members noted their satisfaction with the new forecast. The 2019-20 budget process and timeline was also discussed.

**The Board adjourned into closed session at 10:29a.m. after item 3.2. See Closed Session section below for details.**

**3.3 Executive Director Report – Executive Director**

Discussion focused on how the school year is progressing under the new charters and new authorizers. Facilities updates were shared. The upcoming tenth anniversary of Roads Education Organization and Pivot Charter Schools was also discussed.

**4. DISCUSSION ITEMS**

**4.1 Graduation Ceremonies – Executive Director**

Board members discussed who will represent the Board at each graduation ceremony.

**5. ACTION ITEMS**

**5.1 Approval of Low Performing Students Block Grant Plan for Pivot Online Charter – North Bay – Chief Business Officer**

Motion to approve: Harrigan

Second: Holmes

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.2 Approval of SARC for Pivot Charter School – North Bay – Systems & Accountability Coordinator**

Motion to approve: Halvorsen

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.3 Approval of SARC for Pivot Online Charter – North Bay – Systems & Accountability Coordinator**

Motion to approve: Halvorsen

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.4 Approval of SARC for Pivot Charter School North Valley II – Systems & Accountability Coordinator**

Motion to approve: Halvorsen

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.5 Approval of SARC for Pivot Charter School Riverside – Systems & Accountability Coordinator**

Motion to approve: Halvorsen

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.6 Approval of SARC for Pivot Charter School – San Diego II – Systems & Accountability Coordinator**

Motion to approve: Halvorsen

Second: Siegel

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye

Sutherland	Aye
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**5.7 Ratification of First Interim Budget Report for Pivot Charter School – North Bay – Chief Business Officer**

Motion to ratify: Siegel

Second: Sutherland

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.8 Ratification of First Interim Budget Report for Pivot Online Charter – North Bay – Chief Business Officer**

Motion to ratify: Siegel

Second: Sutherland

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.9 Ratification of First Interim Budget Report for Pivot Charter School North Valley II – Chief Business Officer**

Motion to ratify: Siegel

Second: Sutherland

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.10 Ratification of First Interim Budget Report for Pivot Charter School Riverside – Chief Business Officer**

Motion to ratify: Siegel

Second: Sutherland

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.11 Ratification of First Interim Budget Report for Pivot Charter School – San Diego II – Chief Business Officer**

Motion to ratify: Siegel

Second: Sutherland

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.12 Approval of 2017-18 Audit Report – Chief Business Officer**

Motion to accept and approve: Sutherland

Second: Harrigan

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

**5.13 Audit Firm Selection and approval of contract – Chief Business Officer**

A motion was made to approve the Executive Director or Chief Business Officer to sign 2 year contracts with Squar Milner, LLP for auditing and tax filing services.

Motion: Halvorsen

Second: Holmes

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent

Siegel	Aye
Sutherland	Aye

## 6. CONSENT AGENDA

- 6.1 Approval of Minutes – November 3, 2018
- 6.2 Approval of Check Registers – October, November, December 2018
- 6.3 Ratification of Contract – Heritage Schools, Inc.

Board Chairman Lewis commented that item 6.3 was a good use of Roads Education Financial Policies & Procedures section I.B.4.

Motion to approve all items on the consent agenda: Halvorsen

Second: Harrigan

Vote:

Halvorsen	Aye
Harrigan	Aye
Holmes	Aye
Lewis	Aye
Martel	Absent
Siegel	Aye
Sutherland	Aye

## 7. CLOSED SESSION

The Board adjourned into closed session at 10:29 a.m. immediately following item 3.2, as noted above.

- 7.1 Public Employee Performance Evaluation (Government Code Section 54957)  
Title: Executive Director
- 7.2 Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to Government Code 54956.9(d)(2): 2 potential cases

## 8. REPORT OUT OF CLOSED SESSION

The Board reconvened into open session at 11:12 a.m.

No action was taken in closed session.

The Board proceeded with item 3.3 and the rest of the agenda as detailed above.

## 9. NEXT REGULARLY SCHEDULED BOARD MEETING(S)

Date	Time	Location
Saturday, March 23, 2019	8:30 a.m.	Pivot Charter School North Valley 1350 E. 9 <sup>th</sup> Street, Suite 150 Chico, CA 95928

## 10. ADJOURNMENT

The meeting was adjourned by Chairman Lewis at 12:05 p.m.