

**SANTIAGO CHARTER MIDDLE SCHOOL**  
**Charter Board · Regular Meeting**  
**Wednesday, April 20, 2022**  
**6:30 pm: Regular Session**

***Anyone who wishes to address the board must complete a blue speaker card available at the entry door. If you wish to speak regarding an agenda item and so specify on the blue card, you will be given an opportunity when the board discusses that item. Otherwise, you will be given an opportunity to speak during the Public Comments period, set aside to raise issues not on the agenda.***

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**A g e n d a**

**1. Call to order: 6:30 pm**

**2. Establish Quorum**

**3. Pledge of Allegiance**

**4. Approval of Agenda**

**5. Approval of Minutes**

*from March 9, 2022, Charter Board Meeting*

**6. Public Comment: Non-Agendized Item**

**7. Information/Discussion Items:**

a. Board Comments:

*Board Members may address the board on non-agendized items. No discussion or action can take place on items that are not on the agenda.*

b. Principals Report:

*Dr. D'Agostino and Co-Principal Pedroza will report on the state of the school.*

c. Department Presentation:

*April: SpEd/Counseling May: Science/PE*

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***Members of the audience may address the Charter Board on items not on the agenda that are within the Board's subject matter jurisdiction. Speaking time is limited to 3 minutes per person with 20 minutes maximum per topic. Matters not on the agenda may neither be acted on nor discussed by the Board but will be researched and responded to in any of the following ways: 1) telephone after research; 2) by mail after research; 3) at a subsequent Board meeting as an agenda item.***

**8. Consent Items:**

a. Purchase Orders

*Board will vote on purchase orders 2736-2740 which have been processed in accordance with the rules and regulations of the Charter Board and applicable requirements of the State of California.*

b. Warrants List

*Board will vote on warrants 1819 through 1834 and 10118 through 100166 which have been processed in accordance with the rules and regulations of the Charter Board and applicable requirements of the State of California.*

c. Personnel Report

*Board will vote on Certificated and Classified personnel reports requiring action that may include extra pay projects, separation from service, short-term employment, change of status, and new hires.*

**9. Action Items:**

a. Consent Item Report

*Board will vote on the purchase orders, warrants list, and personnel report listed under consent items.*

b. Appointment of Nominating Committee for 2022-23 Charter Directors.

**10. Adjournment:**

*Next meeting scheduled for May 18, 2022.*

**Agenda items are available for viewing in the office and on the Santiago website at <https://www.santiagocharterterms.org/aboutsantiago/charter-board>**

**TOPIC:** **PURCHASE ORDER LIST**

**DESCRIPTION:** Purchase orders have been processed in accordance with the rules and regulations of the Charter Board and applicable legal requirements of the State of California.

**FISCAL IMPACT:** **\$ 5,384.92**

**RECOMMENDATION:** It is recommended that the Santiago Charter Board approve the Purchase Order List dated April 20, 2022, as presented.

**PURCHASE ORDER REPORT**

*The following purchase orders have been issued in accordance with the Santiago Middle School purchasing policy and authorization of the Charter Board. It is recommended that the following purchase orders be approved and that payment be authorized upon the delivery and acceptance of the items ordered.*

| <b>P.O. #</b> | <b>VENDOR NAME</b>         | <b>BUDGET</b>           | <b>DESCRIPTION</b>                   | <b>AMOUNT</b>      |
|---------------|----------------------------|-------------------------|--------------------------------------|--------------------|
| 2736          | Townsend Press             | Instructional Materials | Life of Frederick Douglas books      | \$ 106.00          |
| 2737          | AVID Care                  | Training                | Avid Summer Instruction Registration | \$ 875.00          |
| 2738          | Confetti Events & Catering | Awards                  | Chairs for Promotion                 | \$ 1,575.00        |
| 2739          | Eden USA                   | Awards                  | Stage for Promotion                  | \$ 2,440.88        |
| 2740          | WeVideo Inc                | Licensing               | Annual Subscription-Film Production  | \$ 388.04          |
|               |                            |                         |                                      |                    |
|               |                            |                         |                                      |                    |
|               |                            |                         |                                      |                    |
|               |                            |                         | <b>TOTAL PURCHASE ORDERS</b>         | <b>\$ 5,384.92</b> |
|               |                            |                         |                                      |                    |
|               |                            |                         |                                      |                    |

|                        |   |
|------------------------|---|
| <b>TOPIC:</b>          | <b>WARRANT LIST</b>   |
| <b>DESCRIPTION:</b>    | Warrants have been processed in accordance with the rules and regulations of the Board of Education and applicable legal requirements of the State of California. |
| <b>FISCAL IMPACT:</b>  | <b>\$ 2,113,476.86</b>  |
| <b>RECOMMENDATION:</b> | It is recommended that the Santiago Charter Board approve the warrant list dated April 20, 2022, in the amount of \$ 2,113,476.86.                                |

WARRANT LIST

April 20, 2022

| Payment Number | Payment Date | Payee Name   | Amount     | Account Description   | Transaction Description                                  |
|----------------|--------------|--|------------|---|--|
| 1819           | 3/7/2022     | Christine Le Bautista                                  | 243.27     | Materials and Supplies                                      | RAD store prizes/incentives for good behavior/attendance |
| 1820           | 3/7/2022     | April Chocholary Fluteantics                           | 1,073.00   | Professional/Consulting Services and Operating Expenditures | student instrument repairs/worked with new students      |
| 1821           | 3/2/2022     | Augustin Egelsee LLP                                   | 12,000.00  | Legal   | Special Education settlement                             |
| 1822           | 3/8/2022     | Marisa Mallory   | 102.70     | Travel and Conferences                                      | Conference reimbursement                                 |
| 1823           | 3/11/2022    | Staples Business Credit                                | 574.66     | Office Supplies   | Office supplies  |
| 1824           | 3/11/2022    | Alison Grewal  | 51.96      | Materials and Supplies                                      | Science lab supplies- sugar cubes for lab                |
| 1825           | 3/14/2022    | Cardmember Services                                    | 6,500.00   | Materials & Supplies, Conference, Travel, Technology        | Materials & Supplies, Conference, Travel, Technology     |
| 1826           | 3/18/2022    | Donald Huskey  | 270.00     | Materials for School Sponsored Athletics                    | Referees for After School Sports                         |
| 1827           | 3/22/2022    | Sarah Jarrell  | 45.00      | Travel and Conferences                                      | Long Beach Conference Reimbursement                      |
| 1828           | 3/22/2022    | Jason Askenaze   | 45.83      | Instructional Supplies                                      | Woodshop screws  |
| 1829           | 3/22/2022    | Ashley Pedroza   | 38.97      | Technology Supplies   | Canva subscription reimbursement                         |
| 1830           | 3/22/2022    | Amanda Pasveer   | 60.00      | Travel and Conferences                                      | Long Beach Conference Reimbursement                      |
| 1831           | 3/22/2022    | Kim Meier  | 159.88     | Instructional Supplies                                      | Science lab supplies & Conference Reimbursement          |
| 1832           | 3/22/2022    | Max Klasky   | 80.05      | Travel and Conferences                                      | Conference Reimbursement                                 |
| 1833           | 3/28/2022    | Cardmember Services                                    | 551.51     | Travel and Conferences, Technology                          | Calendly, SpEd software, Conferences                     |
| 1834           | 4/5/2022     | SYNCB/Amazon   | 476.15     | Materials & Supplies  | Classroom supplies, Masks, Flags                         |
| 10118          | 3/1/2022     | Waxie Sanitary Supply                                  | 2,683.31   | Custodial Supplies  | trash liners, bins, disinfectant, floor cleaner          |
| 10119          | 3/1/2022     | ICON School Management                                 | 6,700.00   | Professional/Consulting Services and Operating Expenditures | Back office March 2022                                   |
| 10120          | 3/11/2022    | OUSD   | 155,735.28 | Classified Payroll  | Classified Payroll 7B                                    |
| 10121          | 3/11/2022    | OUSD   | 85,294.87  | Certificated and Classified Payroll                         | February Health and Welfare                              |
| 10122          | 3/11/2022    | OUSD   | 224,673.39 | Oversight Fees & Certificated and Classified Payroll        | 3.75% District Oversight fees and January H & W 2022     |
| 10123          | 3/14/2022    | AGPartsWorldwide, Inc                                  | 2,849.00   | Materials & Supplies  | Parts of student Chromebook repairs/adapters             |
| 10124          | 3/14/2022    | Gorm, Inc.   | 1,861.87   | Custodial Supplies  | custodial supplies                                       |
| 10125          | 3/14/2022    | CA Charter Schools Conference                          | 2,895.00   | Conference & Travel   | Long Beach Conference Registration (5 attendees)         |
| 10126          | 3/14/2022    | ProCare Therapy  | 3,000.00   | Professional/Consulting Services and Operating Expenditures | DHH Teacher 2/25/22 and 2/18/22                          |
| 10127          | 3/14/2022    | Stepping Stones Therapy, Inc                           | 3,393.80   | Professional/Consulting Services and Operating Expenditures | Speech, OT March 2022                                    |
| 10128          | 3/14/2022    | Ameresco, Inc.   | 6,182.19   | Solar Panels  | Solar Panel Feb 2022                                     |
| 10129          | 3/14/2022    | Alliance of Schools for Cooperative Insurance Programs | 23,114.00  | Workers Comp  | Workers Comp 4th Qtr                                     |
| 10130          | 3/14/2022    | American Casual  | 248.53     | Non-Instructional supplies                                  | Shirts for Culinary                                      |
| 10131          | 3/14/2022    | Charter Schools Development Center                     | 3,462.00   | Dues and Memberships  | CSDC Annual Membership                                   |
| 10132          | 3/14/2022    | JW Pepper & Son, Inc.                                  | 1,055.54   | Instructional Supplies                                      | Music Man/Musical Theater supplies                       |
| 10133          | 3/14/2022    | National Artcraft Co.                                  | 889.96     | Instructional Supplies                                      | Woodshop supplies  |
| 10134          | 3/14/2022    | School Services of California, Inc                     | 320.00     | Dues and Memberships  | March 2022 Membership                                    |
| 10135          | 3/14/2022    | Southern California Edison                             | 4,369.90   | Utilities   | Electric Bill  |
| 10136          | 3/14/2022    | Southwest School and Office Supply                     | 483.91     | Non-Instructional supplies                                  | Colored Copier paper                                     |
| 10137          | 3/14/2022    | Sunstate Equipment Co.                                 | 1,010.81   | Rentals, Leases, Repairs                                    | Scissor Lift   |
| 10138          | 3/14/2022    | Technology Resource Center of America                  | 7,538.05   | Plant Maintenance   | Camera installation                                      |
| 10139          | 3/14/2022    | Law Offices of Young, Minney & Corr                    | 2,272.40   | Legal   | Legal services through 2/28/2022                         |
| 10140          | 3/14/2022    | Amazon   | 3,073.71   | Materials & Supplies, Instructional Materials               | Office supplies, paper, filters, masks                   |
| 10141          | 3/14/2022    | Professional Turf Specialties                          | 2,969.00   | Operations and Housekeeping                                 | Monthly Field Maintenance March 2022                     |
| 10142          | 3/23/2022    | Bolca Chica Conservancy                                | 550.00     | Field Trips   | Windows to our Wetlands program                          |
| 10143          | 3/23/2022    | Olive Crest Academy                                    | 8,936.90   | Special Education   | NPA placement  |
| 10144          | 3/23/2022    | ProCare Therapy  | 1,375.00   | Professional/Consulting Services and Operating Expenditures | DHH Teacher 3/11/2022                                    |
| 10145          | 3/23/2022    | Professional Turf Specialties                          | 1,200.00   | Operations and Housekeeping                                 | Main Line Emergency Repair                               |
| 10146          | 3/23/2022    | Stepping Stones Therapy, Ic                            | 5,502.80   | Professional/Consulting Services and Operating Expenditures | Speech & Lang, OT and PT                                 |
| 10147          | 3/23/2022    | Waxie Sanitary Supply                                  | 1,300.18   | Custodial Supplies  | Misc custodial supplies                                  |
| 10148          | 3/24/2022    | OUSD   | 89,404.88  | Certificated and Classified Payroll                         | Health and Welfare March 2022                            |
| 10149          | 3/24/2022    | OUSD   | 184,239.22 | Payroll   | Classified Payroll 8B                                    |
| 10150          | 3/24/2022    | OUSD   | 612,720.49 | Payroll   | Certificated Payroll 8A                                  |
| 10151          | 3/24/2022    | OUSD   | 604,857.65 | Payroll   | Certificated Payroll 7A                                  |
| 10152          | 4/1/2022     | ICON School Management                                 | 6,700.00   | Management Fees   | April 2022 Fees  |
| 10153          | 4/12/2022    | AT & T Mobility  | 324.10     | Telephone   | March Phone Bill 2022                                    |
| 10154          | 4/12/2022    | City of Orange   | 8,920.92   | Utilities   | Water Bill 1/5/22-3/7/22                                 |

WARRANT LIST

|               |           |                                     |                     |   |   |
|---------------|-----------|-------------------------------------|---------------------|---|---|
| 10155         | 4/12/2022 | North American Rescue, LLC          | 3,383.94            | Materials and Supplies                                      | Tourniquets, Crisis Response Kits                             |
| 10156         | 4/12/2022 | OUSD                                | 4,981.66            | Training  | Staff training  |
| 10157         | 4/12/2022 | Pest Options                        | 225.00              | Operations and Housekeeping                                 | 1st qtr services -gophers and ground squirrels                |
| 10158         | 4/12/2022 | ProCare Therapy                     | 562.50              | Professional/Consulting Services and Operating Expenditures | DHH Teacher 3/18/2022   |
| 10159         | 4/12/2022 | School Services of California, Inc  | 320.00              | Dues and Memberships  | April 2022 Services Fees                                      |
| 10160         | 4/12/2022 | SoCalGas                            | 2,179.07            | Utilities   | Gas Bill 3/22/22  |
| 10161         | 4/12/2022 | Southern California Edison          | 2,953.44            | Utilities   | Electric Bill 3/29/22   |
| 10162         | 4/12/2022 | Staples Business Credit             | 422.28              | Office Supplies   | Misc supplies-expo markers, pencils, toner, tape, glue sticks |
| 10163         | 4/12/2022 | Sunstate Equipment Co.              | 136.11              | Rentals, Leases, Repairs                                    | Lights for Open House   |
| 10164         | 4/12/2022 | Townsend Press Book Center          | 94.54               | Instructional Supplies                                      | Frederick Douglas books                                       |
| 10165         | 4/12/2022 | Verizon                             | 40.01               | Telephone/Internet  | Hotspots 3/17/22  |
| 10166         | 4/12/2022 | Law Offices of Young, Minney & Corr | 3,796.67            | Legal   | Legal services through 3/31/2022                              |
| <b>Total</b>  |           |                                     | <b>2,113,476.86</b> |   |   |
| <b>Check</b>  |           |                                     |                     |   |   |
| <b>Amount</b> |           |                                     |                     |   |   |

**TOPIC:** **PERSONNEL REPORT**

**DESCRIPTION:** All actions in the Personnel Reports, representing a cost to Santiago have been reviewed by the Business Manager and have been assigned a budget number. Appropriate funds exist in all budget areas presented in the Personnel Report. Some items on the report represent the maximum amount that could be encumbered for that item, the actual expenditure may be less and in no instance will the expenditure be more than the requested amount without an additional request being generated.

The report may require actions for extra pay projects, separation from service, short-term employment, leaves of absence, change of status, and new hires.

The above requests have been processed in accordance with the rules and regulations of the Charter Board and the applicable legal requirements of the state of California and the Orange County Department of Education.

**FISCAL IMPACT:** **\$19,436.63**

**RECOMMENDATION:** It is recommended that the Santiago Charter Board approve the Personnel Reports dated February 16, 2022, as presented.



CERTIFICATED PERSONNEL REPORT

EXTRA EARNINGS

|              | Name                       | Position            | Schedule/Step/<br>Column | Rate        | Effective |           | Comments  | # of<br>Units | Total               |
|--------------|----------------------------|---------------------|--------------------------|-------------|-----------|-----------|---|---------------|---------------------|
|              |                            |                     |                          |             | From      | To        |   |               |                     |
| 1            | Flores de Apodaca, Jourden | After School Sports | NA                       | \$ 46.44    | 1/10/2022 | 6/10/2022 | After School Sports Program/Track-Cross Country | 40            | \$ 1,857.60         |
| 2            | Franco, Kristi             | After School Sports | NA                       | \$ 46.44    | 1/10/2022 | 6/10/2022 | After School Sports Program/Track-Cross Country | 40            | \$ 1,857.60         |
| 3            | Hanson, H                  | Teacher             | NA                       | \$ 1,500.00 | 1/10/2022 | 6/10/2022 | Stipend for Musical Theater Program             | 1             | \$ 1,500.00         |
| 4            | Hurdle, Diane              | After School Sports | NA                       | \$ 46.44    | 1/10/2022 | 6/10/2022 | After School Sports Program/Track-Cross Country | 60            | \$ 2,786.40         |
| 5            | Majors, Scott              | After School Sports | NA                       | \$ 46.44    | 1/10/2022 | 6/10/2022 | After School Sports Program/Track-Cross Country | 40            | \$ 1,857.60         |
| 6            | Pasveer, Amanda            | After School Sports | NA                       | \$ 46.44    | 1/10/2022 | 6/10/2022 | After School Sports Program/Track-Cross Country | 40            | \$ 1,857.60         |
| <b>TOTAL</b> |                            |                     |                          |             |           |           |   | <b>NTE</b>    | <b>\$ 11,716.80</b> |

SEPARATIONS

|   | Name          | Position | Administrative Unit | Effective | Comments |
|---|---------------|----------|---------------------|-----------|----------|
| 1 | Deppe, John   | Teacher  | D'Agostino          | 6/10/2022 | Resigned |
| 2 | Majors, Scott | Teacher  | D'Agostino          | 5/23/2022 | Resigned |

CLASSIFIED PERSONNEL REPORT

|   | Name              | Position           | Administrative Unit | Effective | Comments                                       |
|---|-------------------|--------------------|---------------------|-----------|--|
| 1 | Resendiz, Briahna | Instructional Aide | D'Agostino          | 4/8/2022  | Resigned-Accepted a position in Transportation |

NEW POSITIONS

|   | Name           | Position           | Rate     | Effective |          | # of<br>Units | Rate          |
|---|----------------|--------------------|----------|-----------|----------|---------------|---------------|
|   |                |                    |          | From      | To       |               |               |
| 1 | Lopez, William | Instructional Aide | 17.29/hr | 4/14/2022 | 6/6/2022 | 9 mo.         | \$120,569/day |
| 2 | OPEN           | Instructional Aide | 17.29/hr | 4/14/2022 | 6/6/2022 | 9 mo.         | \$120,569/day |

|                        |  |
|------------------------|--|
| <b>TOPIC:</b>          | <b>APPOINTMENT OF NOMINATING COMMITTEE</b>   |
| <b>DESCRIPTION:</b>    | This committee will solicit and submit names for consideration; positions available include: 2 parent representatives, 1 classified representative, and 1 certificated representative. |
| <b>FISCAL IMPACT:</b>  | <b>NONE</b>  |
| <b>RECOMMENDATION:</b> | It is recommended that the Santiago Charter Board appointment a Nominating Committee.  |