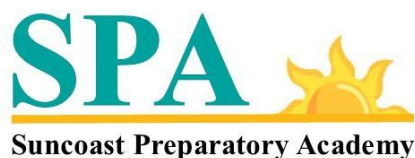


# REGULAR BOARD MEETING AGENDA

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Academic Year 2020 – 2021



DATE: Monday, April 19, 2021

TIME: 10:30AM

MEETING LOCATION: *Due to the COVID-19 "Stay at Home" order, Board Meetings will be held via Zoom.*

ZOOM MEETING INFORMATION:

Join Zoom Meeting

<https://zoom.us/j/2151976149?pwd=cjBVdkJMaXlHUFF2ejVCazhQWHFWQT09>

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Meeting ID: 215 197 6149

Dial by your location

+1 669 900 9128 US (San Jose)

Meeting ID: 215 197 6149

Passcode: 030541

## NOTICES / INFORMATION

Copies of the agenda materials are available in the Program Lead's office. Pursuant to Government Code section 54957.5, writings that are public records that relate to an open session agenda item and that are distributed to a majority of board members less than 72 hours prior to the meeting are available for public inspection at the above address in the Executive Director's office.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a board meeting, please contact the Program Lead's Office at (760) 630-4080. Timely notification prior to a meeting will enable the District to make reasonable arrangements to ensure accessibility.

## PUBLIC COMMENTS / PERSONS ADDRESSING THE BOARD

The board meeting follows rules of decorum. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. At a time so

designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda that are within the jurisdiction of the Board. The Board shall take no action or have discussion on any item not appearing on the posted agenda, except authorized by law. Furthermore, the Board may respond to the public by referring the comment / question to the Executive Director for a response or by asking the Executive Director to report back to the Board concerning the matter.

**I. Call to Order**

- a. Time: 10:39am

**II. Roll Call of the Board**

- a. Ms. Nariman Hadhoud Present / Absent
- b. Dr. Nancy Rohland Present / Absent
- c. Ms. Lisa Tagupa Present / Absent
- d. Ms. Reina McClure Present/ Absent

**III. Routine Business**

- a. Approval of the Agenda
  - i. Motion:
  - ii. Second:
  - iii. Roll Call Vote:
    - Ms. Nariman Hadhoud –
    - Dr. Nancy Rohland –
    - Ms. Lisa Tagupa –
    - Ms. Reina McClure -
- b. Approval of the Minutes from the 3-15-2021, Regular Board Meeting
  - i. Motion:
  - ii. Second:
  - iii. Roll Call Vote:
    - Ms. Nariman Hadhoud –
    - Dr. Nancy Rohland –
    - Ms. Lisa Tagupa –
    - Ms. Reina McClure -
- c. Approval of the Minutes from the 3-26-2021, Special Board Meeting
  - i. Motion:
  - ii. Second:
  - iii. Roll Call Vote:
    - Ms. Nariman Hadhoud –
    - Dr. Nancy Rohland –
    - Ms. Lisa Tagupa –

Ms. Reina McClure –

d. Public Comment:

For items not on the agenda, audience members may address the Board during “Comments from the Public.” When recognized by the Board Chairman, please state your name. Each speaker will have up to three (3) minutes to address the board and a maximum of twenty (20) total minutes will be given to any item. The Board President may extend the speaking time at his/her discretion. Please understand that the Board does not take action on non-agendized items.

**IV. Information / Presentation**

- a. School Program/Site Updates –Presented by Shawna Macdonald
  - i. Enrollment
  - ii. Testing
  - iii. Sex Education
  - iv. Selling of Acer Computers
- b. School Budget Updates –Presented by Delano Jones
  - i. March Financials
  - ii. Check Register

**V. Action Items**

- a. Item: Approval of New Board Member

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: In order to have an odd number of board members, the board is being presented a resume from a valued community member, Ms. Windi Ecklund.

Motion:

Second:

Roll Call Vote:

Ms. Nariman Hadhoud –

Dr. Nancy Rohland –

Ms. Lisa Tagupa –

Ms. Reina McClure –

- b. Item: Nominatation of President and Treasurer

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: In order to file new tax forms Suncoast Preparatory Academy needs to have in place a Board President, Board Secretary, as well as a Board Treasurer. The Board Chair can be nominated as the President, this is my recommendation. Ms. Reina McClure is the board approved Secretary. I nominate Windi Ecklund as the Board Treasurer.

Motion:

Second:

Roll Call Vote:

Ms. Nariman Hadhoud –

Dr. Nancy Rohland –

Ms. Lisa Tagupa –

Ms. Reina McClure –

Ms. Windi Ecklund –

- c. Item: Approval of 2019 tax documents to be completed

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: The Suncoast Preparatory Academy Form 990 for 2019, which was suppose to be filed in July 2020 was not filed. Attached for board approval is a document entitling Baker Tilly, the school's auditor to complete the forms on the school's behalf. The cost is \$2500.00 for this to be completed.

Motion:

Second:

Roll Call Vote:

Ms. Nariman Hadhoud –

Dr. Nancy Rohland –

Ms. Lisa Tagupa –

Ms. Reina McClure –

Ms. Windi Ecklund –

- d. Item: Corporate Name Change and Affirmation Letter for the IRS

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: Since the school has changed from National University Academy Homeschool to Suncoast Preparatory Academy the Internal Revenue Service needs to be

notified. The board is being presented with a letter to be approved and signed by the Board President to notify the IRS of the name change.

Motion:

Second:

Roll Call Vote:

Ms. Nariman Hadhoud –

Dr. Nancy Rohland –

Ms. Lisa Tagupa –

Ms. Reina McClure –

Ms. Windi Ecklund –

e. Item: Selling of Acer computers

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: Original purchase of computers from GHA Technologies, these surplus computers were not needed and STS Education has offered to purchase 85 of the computers. The funds from this sale would be used to pay a portion of the GHA Technologies invoice.

Motion:

Second:

Roll Call Vote:

Ms. Nariman Hadhoud –

Dr. Nancy Rohland –

Ms. Lisa Tagupa –

Ms. Reina McClure –

Ms. Windi Ecklund –

f. Item: Agreement with Document Tracking Services (DTS)

Presenter: Shawna Macdonald

Recommended Action: Approve

Background: This digital service will allow SPA to use an online document service to be compliant with CA Dashboard (SARC), Comprehensive School Safety Plan, LCAP documentation, as well as WASC documents. The board is being presented with the agreement to purchase the service for the cost of \$395.

Motion:

Second:

Roll Call Vote:

Ms. Nariman Hadhoud –

Dr. Nancy Rohland –

Ms. Lisa Tagupa –

Ms. Reina McClure –

Ms. Windi Ecklund –

VI. Adjournment

a. Time: