Charter Academy of the Redwoods

Minutes of the Regular Meeting of Tuesday, May 6, 2025

Redwood Collegiate Academy

1059 N. State Street, Ukiah

# I. Welcome and Opening

The meeting was called to order at 6:06 p.m. by Chairperson Boyce. Board members in attendance:

Sandra Boyce Yes

Rebecca Brown Yes

Rachel Donham Yes

Jay Joseph Yes

Kip Webb No

Elna Gordon, Selah Sawyer, and Caleb Cimmiyotti were present.

# On a first by J. Joseph and a second by R. Brown, the Board voted (4-0) to adopt the agenda.

President’s Report ~ Sequoia has completed CAASPP testing except for make up testing. Summer school notices have went out. The SCA 7s -12s will be visiting Mendocino College in the next couple weeks. Ms. Decker and the staff are preparing for the school’s mid-term WASC virtual visit on May 14. The staff is also preparing for Promotion/Graduation and Achievement Day and planning for next year. Current, enrollment for the 2025-2026 is 110 with 5 additional students in the window that closes on Thursday. This is 5 less than last year at this time. The staff continues to actively market the school at community events and on social media. The schools have hired a new science teacher to fill the vacant position as well as two new Resource teachers to replace those that are leaving. The staff anticipates hiring one additional paraprofessional for next year. At which point, staffing for the 25-26 school year will be complete.

Secretary’s Report ~ Things have been busy at Redwood Academy—with state and now AP testing, as well as planning for year-end events such as the prom, Bound programs, various field trips, summer school, and graduation. The seniors just got back from Tahoe and the CSF students just returned from UCSC. Redwood’s enrollment has dropped this year since CBEDS—Redwood went from an enrollment of 122 at CBEDS (which was 11 below CBEDS from the previous year) to 112 this year, which impacted ADA negatively. As such, Redwood’s ADA came in below budget targets predicted earlier this year. However, Redwood’s enrollment for 25-26 sits at 124, which is 3 more than at this time last year. Hopefully, Redwood will see more 7th and 8th grade enrollment, which will help. Redwood is currently planning to run two 9th grades, since most of the student interest to date is for that grade. The staff will need to continue to actively market the school to grow enrollment in places where there is room.

Treasurer’s Report ~ Current Budget Report and Cash in the County Treasury Report of 5/5/25 shows current cash of $4,967,682—about $559,299 more than last year at this time. The difference is mostly due to the fact that the April apportionments have been posted this year and it had not last year. According to the budget report, the expenses are at appropriate levels for this time of year. The budget will be revised for the Estimated Actuals. It appears that the expenses are lower than anticipated, particularly in the 4000 series. This will help offset revenue losses due to lower than anticipated ADA. The June budgets will address these changes. The Internal Fiscal Management Plan is required and outlines the procedures for financial transactions as well as the separation of duties.

Safety and Facilities Report ~ Mrs. Bollig has started making arrangements for the move out of Flower, Home Arts, and Junior Buildings for the summer because of the August fair. She has contacted movers, painters, and the fair about scheduling, and packing is starting this month. There will be some facility projects this summer—such as finishing the roofing repair at Redwood as well as replacing skirting on the classrooms at Redwood—but the majority of work will be routine maintenance.

# II. Consent Items

a. On a motion by R. Donham and a second by R. Brown, the board voted (4-0) to approve the minutes of the regular meeting of March 11, 2025.

b. On a motion by R. Donham and a second by R. Brown, the board voted (4-0) to approve the internal fiscal year management system and calendar for fiscal services for 2025-2026.

**III**. **Regular Meeting—Action Items**

1. On a motion by R. Brown and a second by J. Joseph, the board voted (4-0) to approve the 2025-2026 salary schedule.
2. On a motion by R. Donham and a second by J. Joseph, the board voted (4-0) to approve the 2025-26 Designation of CIF Representatives to League.
3. On a motion by R. Donham and a second by R. Brown, the board voted (4-0) to approve a Resolution 02-24/25, CAR’s commitment to providing a safe and welcoming environment for all students.
4. On a motion by R. Donham and a second by J. Joseph, the board voted (4-0) to approve the school safety plan.

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# IV. Discussion Item

1. The Board reviewed the Local Control and Accountability Plan (LCAP).

**V. Public Comment For Items Not on the Agenda~** No member of the public requested to speak.

##### VI. Next Meeting— The next regular meeting of the Board of Directors is scheduled for Tuesday, June 10, 2025 at 6:00 p.m. on the campus of *Redwood Collegiate Academy.*

##### VII. Adjournment

## As acclaimed by the chair, the meeting was adjourned at 6:46 p.m.

Respectfully submitted,

Elna Gordon

Secretary

*For the Record:*

Before 6:00 p.m. on Thursday, May 1, 2025, this meeting agenda was:

Hand-delivered with back-up to all five board members and both corporate officers and management staff;

Posted in the offices of *Redwood Collegiate Academy* and *Sequoia Career Academy*, and classrooms of Flower Building and Home Arts

Building,

Posted on the [www.caredwoods.org](http://www.caredwoods.org) governance channel; and

E-mailed to Yareli Macias