



**EL CAMINO REAL ACADEMY**  
**GOVERNING COUNCIL MEETING**



**WEDNESDAY, DECEMBER 29, 2021 AT 7:00 A.M.**

Join with Google Meet: <https://meet.google.com/xff-ykrp-fdi?authuser=0>

Join by phone: (US) +1 262-372-9407 PIN: 349 949 414#

**MINUTES**

1. Preliminary Business

A. Call to Order  
7:06 a.m.

B. Roll Call

Governing Council Present: Jim Nettle (Google Meet), Rachel Query (phone),  
Charlie Padilla (phone)

Governing Council Absent: Marsha Majors, Tommy Collins

Staff Present: Jennifer Mercer (Google Meet/left @8:28 a.m.), Deidre Grabke  
(Google Meet/left @ 8:26), Denise Brown (Google Meet), Mary Scofield (phone)

C. Approval of Agenda

Rachel Query motioned to approve the December 29, 2021 agenda as presented.  
Jim Nettle seconded the motion. Council members unanimously approved.

D. Approval of Minutes

Rachel Query motioned to approve the November 15, 2021 minutes as presented.  
Jim Nettle seconded the motion. Council members unanimously approved.

2. Public Comment

None

3. DISCUSSION/ACTION ITEMS

A. Executive Director's Report (Discussion)

Jennifer Mercer updated the council on: family gift cards from the Foundation Board, the APS Site Visit Review, collaboration survey, COVID cases impact on ECRA, TikTok challenge, COVID policies update, the Black Education Act, ELTP survey, the Test to Stay program, COVID Procedures Guidebook update, Omicron variant effects on children, the public health order, surveillance testing, GC training requirements, furniture purchase update, exhibitions, DASH Plan, enrollment, the Gardens & Grounds Project, Math & Science Night, Winter Festival, basketball, GC meeting times, parent survey results, Mary's retirement, the Records Manager position, the Dean of Students position, and the new GC orientation with Charlie.



- B. Special Education Law and Compliance (Discussion)  
Jennifer Mercer updated the council on: The APS Site Visit Action Plan, our consultant plans to collaborate and support the Special Education Coordinator on the action plan, policies, and procedures, the Special Education Coordinator is meeting with teachers regularly about students, and Special Ed teachers and classroom teachers individualizing instruction in regular collaborative meetings.
- C. Financial Statements and Cash Disbursements (Action)  
Jim Nettle motioned to table item 3.C. Rachel Query seconded the motion. Council members unanimously approved.
- D. BARS (Action)  
Rachel Query motioned to approve amended BARS FY22-06 and FY22-07 as presented. Jim Nettle seconded the motion. Council members unanimously approved.  
Rachel Query motioned to approve BAR FY22-14 as presented. Jim Nettle seconded the motion. Council members unanimously approved.
- E. Temporary Loans to Other Funds (Action)  
Rachel Query motioned to approve the Temporary Loans to Other Funds as of 9/30/21 as presented. Jim Nettle seconded the motion. Council members unanimously approved.
- F. Approval of Purchase Orders over \$7500 (Action)  
N/A
- G. Cafeteria Plan Amendments for Program Limit Increases and Changes Due to Federal Legislation (Action)  
Rachel Query motioned to approve the Cafeteria Plan amendments to address the announcements from the IRS which changes the effective date to allow contributions to 3/1/2020 and extending the claim period and authorize Ms. Mercer to sign on behalf of the GC.
- H. Approval of Policies for Posting: COVID-19 Response School Policy/Procedure Guidebook, COVID Sick Leave Policy (Action)  
Rachel Query motioned to approve the posting of the COVID Sick Leave Policy as presented. Jim Nettle seconded the motion. Council members unanimously approved.



I. Meeting Resolution- Times/Days (Action)

Rachel Query motioned to table item 3.I. Jim Nessel seconded the motion. Council members unanimously approved.

The GC discussed having a meeting every quarter on a Thursday after school to accommodate staff and one on a Friday evening to accommodate parents. Those meetings will rotate every other quarter. A new meeting resolution will be brought to the GC for approval in the February meeting.

J. Board Development (Discussion)

Mary Scofield discussed GC training options, meeting times to be addressed in bylaws, and possibly increasing purchase order dollar limit for Ms. Mercer.

4. Concluding Business

I. Discussion of other business and issues

None

II. Announcements

None

III. Next Meeting Date

January 24, 2022 at 7:00 a.m.

IV. Adjournment

8:47 a.m.

Mission Statement:

As a community school that focuses on Science Technology Engineering & Math, ECRA serves students and families by fostering student awareness of their personal learning potential through academic and social-emotional intervention.