

Heartwood Charter School

Agenda for the meeting of the Heartwood Charter School Board of Directors

Call in location: 225 Tamalpais Rd, Fairfax, CA 94930

Call in location: 55 Fire Rd, Woodacre, CA 94973

The meeting may be joined by phone: (US)+1 575-629-0164 PIN: 561 292 941#

Wednesday, February 10, 2021

10:00 AM Public Session

Call to Order

- I. Roll Call
- II. Regular Meeting
 - A. Agenda Adjustments and Approval
 - B. Approval of Minutes
 - C. Correspondence
- III. Public and Community Input
 - A. (none requested)
- IV. Reports and Information
 - A. Finance Report
 1. Midyear financial update
 2. Strategic Initiative update
 - B. Director's Report
 1. Faculty
 2. Learning Mode Status
 - C. Facilities Update
- V. Action Items
 - A. The Board will consider approving the new position for Classroom Assistant, and approve, defer, or agree to study further.
 - B. The Board will reaffirm approval of two previously approved Kindergarten assistant positions, and approve, defer or agree to study further.
 - C. The Board will consider an update to the COVID-19 Prevention Plan (CPP, formerly SSSPP), and approve, defer, or agree to study further.
 - D. The Board will consider an addendum to the MOU for Bothin lease with Girl Scouts of North America and approve, defer, or agree to study further.
- VI. Consent Items
 - A. Tech Brains purchase requisition for WiFi
- VII. Board Discussion – this time is reserved for Board members to address colleagues and staff about matters they believe need study or action. The President will direct what action he or she feels should be taken on any item introduced by a Board member.
- VIII. Closed Session
 - A. Public Employee Performance Evaluation (Gov. Code section 54957(b)(1).)

- B. Public Employee Discipline/Dismissal/Release (Gov. Code section 54957(b).)
- IX. Open Session
- X. Action Taken in Closed Session
- XI. Dates and Future Agenda Items



Memorandum of Understanding Addendum

Girl Scouts of Northern California
1650 Harbor Bay Parkway, Suite 100
Alameda, CA 94502

Heartwood Charter School
P.O. Box 822
Fairfax, CA 94978

This Addendum to the 2020-2021 Memorandum of Understanding (MOU) between Girl Scouts of Northern California (GSNorCal) and Heartwood Charter School (Heartwood) provides the terms and agreements for a WIFI expansion plan. Heartwood wishes to expand the WIFI foot print from the core Internet & WIFI infrastructure provided by GSNorCal at the Bothin facility. Heartwood wishes to install WIFI equipment to extend the WIFI coverage into the Bush/Amphitheater area, the Little House, Manor and Stone House buildings. This extension is comprised of both WIFI equipment installation and Ethernet cable runs to this equipment from the core Comcast modems in each of the buildings.

Nothing in this Addendum modifies Heartwood's responsibility to pay for Internet Services as set forth in the MOU and repeated below:

Internet Services: Heartwood will be responsible for paying monthly internet services from October 13 through June 4. GSNorCal will bill Heartwood directly in One Lump Sum for the school year use per Heartwood request. Pricing will be mutually agreed upon after monthly usage is determined.

Design & Approval:

GSNorCal's IT and Property Departments both require prior approval of this expansion plan, specifically where and how the equipment is installed at all locations as well as the ethernet cable runs, prior to the physical installation of this equipment. These departments reserve the right to request modifications to the plan prior to the final approval of the installation portion of this project.

Facilities and Areas Affected:

Core internet modems (Comcast equipment) located in the Dining Hall and Manor Hall will be used to feed the WIFI equipment under consideration. Cabling, radios, antenna and WIFI access points will be installed and equipment mounted to these two buildings. Similar equipment will be installed at the Bush/Amphitheater area, Little House, Manor Hall and the Stone House buildings.

Equipment Administration:

All administrative accounts and passwords will be shared between the GSNorcal IT department and Heartwood or their designated support vendor. Any changes to the configuration of the equipment, including but not limited to SSID names & passcodes shall be immediately shared between the two parties.

Site Alterations:

Heartwood is to use the site as is. Any Improvements that Heartwood makes on any facility will be considered property of GSNorCal and any alterations are to be pre-approved by GSNorcal, namely Tim Burke, Camp Bothin Site Manager.

Equipment Ownership:

The WIFI improvements made at this facility are considered Site Alterations as outline in the original MOU in conjunction with the Rental Agreement and repeated above. All equipment involved in this WIFI expansion shall become the property of GSNorcal.

Heartwood Responsibilities:

- Purchase all equipment, cable and hardware needed to support this project.
- Coordinate the design and review of the project with the vendor of their choice or through GSNorcal’s preferred vendor; South Bay Communications 888-525-7767, and with GSNorcal’s Acting CIO, Glenn Rogers, 510-562-8470 x1402, grogers@gsnorcal.org and Site Manger Time Burke.
- Coordinate the installation with the vendor of their choice or through GSNorcal’s preferred vendor South Bay Communications, 888-525-7767, and GSNorcal’s Acting CIO, Glenn Rogers, 510-562-8470 x1402, grogers@gsnorcal.org and Site Manger Time Burke.
- Document all equipment and device configuration along with administrative accounts and passwords.
- Test and provide final sign-off of all equipment installed with vendor of choice.

GSNorCal responsibilities:

- Provide IT and facility support during the design of the equipment installation.
- Provide timely feedback to the design and any requests to modify the installation plans.
- Provide final approval of the installation plans.
- Participate and oversee the installation of all equipment.
- Provide point of contact for any vendor support with Comcast that may be needed.
- Provide support to Heartwood for any core Internet service needs from Comcast.
- Provide best effort support to Heartwood for WIFI related issues.

Signed _____ _____ _____
 Heartwood Charter School (Title) (Date)

Signed _____ _____ _____
 Girl Scouts of Northern California (Title) (Date)



Heartwood Charter School
Outdoor Wireless

Qty	Item	Unit	Total	Tax
6	Ubiquiti Nanobeam bridge 2nd gen	\$150.00	\$900.00	y
5	Ubiquiti Unifi Long Range AC Access Points	\$130.00	\$650.00	Y
5	TP-Link 4 port POE switch	\$60.00	\$300.00	Y
optional if QOS needed				
1	Cisco Meraki MX67 "router"	\$450.00	\$450.00	Y
1	Cisco Meraki Enterprise License/Warranty - 3 years	\$435.00	\$435.00	
Equipment total:			\$2,735.00	
with tax			\$2,967.48	

Notes

not included in quote - ethernet patch cables and extensions cords
 might need additional APs at Little House and Manor

Labor - testing visit

2 techbrains staff members to bring 1 set of nanobeam/AP to test locations/line of site

Time Estimate: up to 6 hours (2 staff for 3 hours each) \$150/hour \$900.00

Labor - final install

2 techbrains staff members
 management of cable installation contractor
 final mounting of equipment in all locations testing
 configuring and testing at all locations
 remote follow up support as needed

Time Estimate: up to 10 hours (2 staff for 5 hours each) \$150/hour \$1,500.00