



Minutes

**Board of Directors Regular Meeting
Making Waves Academy
4123 Lakeside Drive, Richmond, CA 94806
Upper School Library
March 10, 2016 at 12:00 p.m.**

A. OPENING PROCEDURES (5 minutes)

A.1 Call to Order – *Alicia Malet Klein*

A.2 Roll Call and Announcement of Quorum – *Danielle Trimiew*

Convened at 12:02pm.

Present: Daryle Morgan, Esther Hugo, Maricela Navarro, Alicia Malet Klein, and Eric Abrams

Others present: Kimberley Carr, Evangelia Ward-Jackson, Alton B. Nelson Jr., Libby Cole, Steve Roth, Hung Mai, Sherry Smith, Charlie Meade, Heather Thomas, and Heather Davis

Present via phone: Claudia Aguilar

Absent: Danielle Trimiew

A.3 Public Comments – *Alicia Malet Klein*

No public comments.

Recommendation: Ask for public comments.

A.4 Board Goes Into Closed Session (10 Minutes) - *Alicia Malet Klein*

Personnel issues and litigation were discussed.

A.5 Board Comes Out of Closed Session

A.6 Conferral of Degrees (10 Minutes) –*Kimberley Carr*

Degrees were present to Alger T. James III and Louella Cheyenne Wright

B. STANDING REPORTS/Q&A (90 Minutes)

B.1 Mission Connection (20 min/10 min) — *Kimberley Carr, Evangelia Ward-Jackson, MS and US*



Content Leads

This presentation highlighted work being done to build instructional capacity through content leads in both the middle and upper schools.

B.2 MS Director Report (5 min/5 min) – Evangelia Ward-Jackson

This report included a review of the Middle School focus goals, the role of project based learning in the shift to the Common Core, and CAASPP progress to date.

B.3 US Director Report (10 min/5 min) – Kimberley Carr

This report provided an overview of regular and summer school course offerings as well as current and potential future advanced placement (AP) offerings.

B.4 CEO Report - (5 min/5 min) – Alton B. Nelson, Jr.

This report included high-level strategic, compliance, and programmatic updates.

B.5 CFO Report - (10 min/5 min) – Steve Roth

Updates on facilities and finances were presented.

B.6 SSC Report - (5 min/5 min) – Maricela Navarro

This report highlighted recent activities of the School Site Council including cabinet elections, review of the first interim budget, GATE, and ELAC.

C NON-ACTION ITEMS (25 Minutes)

C.1 Lottery Update (5 min) – Evangelia Ward-Jackson

Updates on the lottery process were shared.

C.2 LCAP Public Hearing Notice (5 min) – Hung Mai

Mr. Mai announced that at this evening's School Site Council meeting will serve as the LCAP Public Hearing and invited everyone to attend.

C.3 Board Engagement Week and Career Day Debrief (5 Min) – Alicia Malet Klein

Alicia Malet Klein shared her appreciation and excitement for a successful career day and board engagement week. Ms. Navarro shared how impressed she was with the student led tour she participated in. Eric Abrams also shared his experience participating in career day.

C.4 Proposed Interior Plans for Expanded Campus (10 min) – Alicia Malet Klein

Updates on facilities and plans for campus expansion were discussed.

D. ACTION ITEMS (35 Minutes)

D.1 Approval of Board Minutes – January 28, 2016 – Alicia Malet Klein

See Attachment #3 – Board Minutes from January 28, 2016

Recommendation: *That the MWA Board of Directors Minutes of January 28, 2016, be approved.*



Motion: Eric Abrams
Second: Esther Hugo
Vote: approved-none opposed

- D.2 Approval of Board Minutes, Special Session – February 9, 2016 – Alicia Malet Klein**
See Attachment #4 – Board Minutes from February 9, 2016
Recommendation: *That the MWA Board of Directors Minutes of February 9, 2016 be approved.*

Motion: Daryle Morgan
Second: Maricela Navarro
Vote: approved-none opposed

- D.3 Second Interim Budget (November, 2015 – February, 2016) – Steven Roth**
See Attachment #5 – Second Interim Budget
Recommendation: *To review and approve Second Interim Budget.*

Motion: Esther Hugo
Second: Daryle Morgan
Vote: approved---none opposed

- D.4 Vendor Invoices (November, 2015 – January, 2016) – Hung Mai**
Fiscal Impact: \$1,230,459.43
See Attachment #6 – Vendor Invoices November 2015 – January 2016
Recommendation: *To review and approve Vendor Invoices for the period of November 2015 – January 2016.*

Motion: Maricela Navarro
Second: Daryle Morgan
Vote: Approved-none opposed

- D.5 Vicenti, Lloyd, and Stutzman Audit Agreement – Steven Roth**
See Attachment #7 – Vicenti, Lloyd, and Stutzman Audit Agreement
Recommendation: *To review and approve the Vicenti, Lloyd, and Stutzman Audit Agreement.*

Motion: Eric Abrams
Second: Esther Hugo
Vote: Approved-none opposed

- D.6 MWF and MWA Services Agreement – Steven Roth**
Fiscal Impact: \$117,075



See Attachment #8 – MWF and MWA Services Agreement

Recommendation: *To review and approve the MWF and MWA Services Agreement.*

Motion: Daryle Morgan

Second: Eric Abrams

Vote: Approved-none opposed

D.7 Richmond Promise Memorandum of Understanding

See Attachment #9 – Richmond Promise Memorandum of Understanding

Recommendation: *To review and approve the Richmond Promise Memorandum of Understanding.*

Motion: Esther Hugo

Second: Maricela Navarro

Vote: Approved-none opposed

D.8 Student Accountability Report Card (SARC)

See Attachment #10 – Student Accountability Report Card

Recommendation: *To review and approve Student Accountability Report Card.*

Motion: Eric Abrams

Second: Esther Hugo

Vote: Approved-none opposed

D.9 Bay Area Community Resources’ Public Allies Silicon Valley/San Francisco San Francisco ServiceWorks Memorandum of Understanding

See Attachment #11 & #12 – ServiceWorks Memorandum of Understanding and Certificate of Liability Insurance

Recommendation: *To review and approve the ServiceWorks Memorandum of Understanding and Certificate of Liability Insurance.*

Motion: Daryle Morgan

Second: Claudia Aguilar

Vote: Approved-none opposed

D.10 Teacher Induction Program Memorandum of Understanding (2016-2017)

Fiscal Impact: \$2,000 – 4,000 per preliminary credentialed teacher per fiscal year

See Attachment #13 – Teacher Induction Program Memorandum of Understanding

Recommendation: *To review and approve the Teacher Induction Program Memorandum of Understanding.*



Motion: Esther Hugo
Second: Maricela Navarro
Vote: Approved-none opposed

D.11 Uniform Complaint Procedure and Form

See Attachment #14 – Uniform Complaint Procedure and Form

Recommendation: *To review and approve the Uniform Complain Procedure and Form.*

Motion: Daryle Morgan
Second: Claudia Aguilar
Vote: Approved-none opposed

E. DISCUSSION ITEMS (5 Minutes)

E.1 MWA and MWF Board of Trustees Retreat (April 22, 2016) – Alicia Malet Klein

E.2 Board Meeting Dates for 2016-2017 School Year – Alicia Malet Klein

- September 15, 2016 12:00p.m. – 3:00p.m.
- October 6, 2016 12:00p.m. – 3:00p.m.
- December 1, 2016 12:00p.m. – 3:00p.m.
- January 26, 2017 12:00p.m. – 3:00p.m.
- March 9, 2017 12:00p.m. – 3:00p.m.
- May 4, 2017 12:00p.m. – 3:00p.m.
- June 22, 2017 12:00p.m. – 3:00p.m.

E.3 Comments of the Board of Directors – Alicia Malet Klein

F. SCHEDULE OF BOARD OF DIRECTORS MEETINGS (0 Minutes)

- May 5, 2016 12:00 p.m. - 3:00 p.m.
- June 23, 2016 12:00 p.m. - 3:00 p.m.

ALL MEETINGS ARE ON THURSDAYS. LUNCH PROVIDED.

G. ADJOURNMENT

Adjourned at 3pm

Distribution: MWA Board, Sherry Smith, Charlie Meade, Hung Mai, Evangelia Ward-Jackson, Steven Roth, Alton B. Nelson, Jr., Kimberley Carr, Marcus Williams, Damon Edwards, Libby Cole, Lal Jones-Bey and Beth Frankland.