



Minutes

**Board of Directors Regular Meeting
Making Waves Academy
4123 Lakeside Drive, Richmond, CA 94806
Upper School Library
January 28, 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

Present: Daryle Morgan, Danielle Trimiew, Esther Hugo, Claudia Aguilar, Maricela Navarro, Alicia Malet Klein, Alton B. Nelson Jr., and Eric Abrams (arrived at 12:12pm)

Others present: Marcus Williams, Thomas Yoon, Steve Roth, Heather Davis, Heather Thomas, Emily Wilkinson, Libby Cole, Nolan Ellis, Erika Haro, Hung Mai, Chelsey Hernandez, Samir Berbawy, and Johanna Innamorato

A.3 Board Member Term Reset – Alicia Malet Klein

- *3-year term, can be renewed Jan 2017*
 - *Daryle Morgan*
 - *Danielle Trimiew*
- *2-year term ending Jan 2018*
 - *Maricela Navarro*
- *3-year term, can be renewed Jan 2019*
 - *Alicia Malet Klein*
 - *Claudia Aguilar*
 - *Esther Hugo*
 - *Eric Abrams*

A.4 Public Comments – Alicia Malet Klein

No public comments.

A.4 Board Goes Into Closed Session (20 Minutes) - Alicia Malet Klein

Personnel issues and litigation were discussed.

A.5 Board Comes Out of Closed Session



B. STANDING REPORTS/Q&A (85 Minutes)

B.1 Mission Connection (20 min/5 min) – Kimberley Carr, Chelsey Hernandez, Samir Berbawy, and Johanna Innamorato

The upper school math department presented their report on the use of revised intervention strategies, sections in fundamentals of math and the use of RevolutionK12 math software.

B.2 MS Director Report (15 min/5 min) – Evangelia Ward-Jackson and Emily Wilkinson

This report included an overview of the middle school focus goals and the English language development program.

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

This report highlighted professional development plans, intervention support, and spring/summer credit recovery.

B.4 CEO Report - (15 min/5 min) – Alton B. Nelson, Jr.

This report included high level strategic updates and mid-year reflections.

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

Updates on facilitates and finances were presented.

C NON-ACTION ITEMS (30 Minutes)

C.1 Lottery Update (10 min) – Evangelia Ward-Jackson

Updates on the lottery process were shared.

C.2 R.T. Fisher Amendment (5 min) – Kimberley Carr

The revised agreement with RTF to provide US intervention support was reviewed.

C.3 College and Career Office Update (10 min/5 min) – Kimberley Carr

Staff members from the CCC were introduced and updates on current activities led by this office were presented.

D. ACTION ITEMS (20 Minutes)

D.1 Approval of Board Minutes – December 3, 2015 – Alicia Malet Klein

See Attachment #2 – Board Minutes from December 3, 2015

Recommendation: *That the MWA Board of Directors Minutes of December 3, 2015, be approved.*

Motion: Esther Hugo

Second: Danielle Trimiew

Vote: Approved



- D.2 Approval of Board Minutes, Special Session – December 15, 2015 – Alicia Malet Klein**
See Attachment #3 – Board Minutes from December 15, 2015
Recommendation: *That the MWA Board of Directors Minutes of December 15, 2015, be approved.*

Motion: Daryle Morgan

Second: Danielle Trimiew

Abstain: Claudia Aguilar, Esther Hugo, and Maricela Navarro (because they did not attend the special session)

Vote: Approved

- D.3 Board Commitment Form & Conflict of Interest Disclosure Statement – Alicia Malet Klein**
See Attachment #4 & #5 – Board Commitment and Conflict of Interest Forms
Recommendation: *To review and sign board commitment and conflict of interest forms.*

All board members reviewed and signed board commitment and conflict of interest disclosure statements.

- D.4 E3 Cultural Competency Professional Development Contract – Alton B. Nelson Jr.**
Fiscal Impact: \$16,500-\$19,000
See Attachment #6 – E3 Contract
Recommendation: *That the E3 contract be approved.*

Motion: Esther Hugo

Second: Claudia Aguilar

Vote: Approved

- D.5 MWF and MWA Financial Services Agreement – Steven Roth**
Fiscal Impact: \$150,000
See Attachment #7 – MWF and MWA Financial Services Agreement
Recommendation: *To review and approve the MWF and MWA financial services agreement.*

This item was postponed to the March 10, 2016 meeting.

- D.6 Richmond Promise Memorandum of Understanding**
Fiscal Impact: TBD
See Attachment #8 – Richmond Promise Memorandum of Understanding
Recommendation: *To review and approve the Richmond Promise Memorandum of Understanding*

This item was postponed to the March 10, 2016 meeting as the memorandum of understanding had not been provided to MWA as of this date.



E. DISCUSSION ITEMS (20 Minutes)

E.1 Board Giving Appreciation – Alicia Malet Klein

E.2 Sub Committee Assignments (including Student Handbook project) – Alicia Malet Klein

Alicia Malet Klein requested that members volunteer to join the sub-committee to develop next year's student handbook. Danielle Trimiew agreed to join. This committee will convene in March 2016.

E.3 Board Engagement Week (February 29 – March 4, 2016) – Alicia Malet Klein

E.4 Comments of the Board of Directors – Alicia Malet Klein

No comments.

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

- March 10, 2016 12:00 p.m. - 3:00 p.m.
- 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 2:55pm.

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.