



Minutes

**Board of Directors Regular Meeting
Making Waves Academy
4123 Lakeside Drive, Richmond, CA 94806
Upper School Library
May 5, 2016 at 12:00 p.m.**

A. OPENING PROCEDURES (15 minutes)

A.1 Call to Order – Alicia Malet Klein

A.2 Conferral of Degrees –Kimberley Carr

A.3 Roll Call and Announcement of Quorum – Danielle Trimiew

Convened at 12:01pm

Present: Alicia Malet Klein, Claudia Aguilar, Esther Hugo, Danielle Trimiew, Maricela Navarro (arrived at 12:20pm)

Present via phone: Daryle Morgan

Others present: Alton B. Nelson Jr., Kimberley Carr, Evangelia Ward-Jackson, Libby Cole, Hung Mai, Damon Edwards, Marcus Williams, Sherry Smith, Charlie Meade, Beth Frankland, Steve Roth (arrived at 1:40pm), Eleanor Boli, Jessie Weiser, Emily Wilkinson, Sameeta Dasari, Heather Davis, Heather Thomas, Brian Buttacavoli, Amari-Lynn Brown, Jesus Villalobos, Moises Limon, and Ariani Gatewood

Absent: Eric Abrams

A.4 Public Comments – Alicia Malet Klein

No public comments.

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

B.1 Mission Connection: Associated Student Body (US)/Student Council (MS) (15 min/10 min) —

Kimberley Carr, Evangelia Ward-Jackson, and Student Representatives

This presentation provided both Middle School and Upper School student representatives an opportunity to share structure, goals, and highlights of activities from this academic year.



B.2 MS Director Report: English Language Development Progress Update (15 min/10 min) –

Evangelia Ward-Jackson & Emily Wilkinson

This report provided an overview of the English Language Development (ELD) Program including reclassification and reviewed a draft of the ELD master plan.

B.3 US Director Report: Intervention Reorganization Status (15 min/10 min) – Kimberley Carr &

Eleanor Boli

This report highlighted the reorganization and recent accomplishments of tiered intervention services in the Upper School.

B.4 School Site Council Report - (5 min/5 min) – Maricela Navarro

This report highlighted recent activities of the School Site Council including ELAC activities, Local Control and Accountability Plan (LCAP) stakeholder input sessions, and National History Day activities.

C NON-ACTION ITEMS (15 Minutes)

C.1 Curriculum Review Committee Update (10 min/5 min) – Esther Hugo

This report updated the board on the curriculum committee's progress in developing vertically aligned programs between the Middle and Upper school that differentiate along a continuum of learners and talents.

D. ACTION ITEMS (30 Minutes)

D.1 Approval of Board Minutes – March 10, 2016 – Alicia Malet Klein

See Attachment #1 – Board Minutes from March 10, 2016

Recommendation: *That the MWA Board of Directors Minutes of March 10, 2016, be approved.*

Motion: Claudia Aguilar

Second: Danielle Trimiew

Vote: Approved – none opposed

D.2 Approval of Board Minutes – March 31, 2016 – Alicia Malet Klein

See Attachment #2 – Board Minutes from March 31, 2016

Recommendation: *That the MWA Board of Directors Minutes of March 31, 2016, be approved.*

Motion: Danielle Trimiew

Second: Maricela Navarro

Vote: Approved – none opposed

D.3 Student Athlete Handbook – Kimberley Carr

See Attachment #3 – Student Athlete Handbook



Recommendation: To review and approve the Student Athlete Handbook.

Motion: Daryle Morgan
Second: Esther Hugo
Vote: Approved – none opposed

D.4 First Student Inc. Transportation Agreement (2015-2016) – Hung Mai

Fiscal Impact: \$237,000

See Attachment #4 –First Student Inc. Agreement

Recommendation: To review and approve First Student Inc. Transportation Agreement.

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

D.5 WestEd - California Healthy Kids Survey Memorandum of Understanding – Alton B. Nelson Jr.

Fiscal Impact: \$225 - \$1,500

See Attachment #5 – California Healthy Kids Survey Memorandum of Understanding

Recommendation: To review and approve WestEd - California Healthy Kids Memorandum of Understanding.

Motion: Danielle Trimiew
Second: Claudia Aguilar
Vote: Approved – none opposed

D.6 English Language Development Master Plan – Evangeline Ward-Jackson

See Attachment #6 & #7 – English Language Development Master Plan and Reclassification Form

Recommendation: To review and approve the English Language Development Master Plan.

Motion: Esther Hugo
Second: Claudia Aguilar
Vote: Approved – none opposed

**D.7 English Language Development Independent Contractor Agreement (Puentes-Sweetser) –
Evangeline Ward-Jackson**

Fiscal Impact: \$15,000

See Attachment #8 Independent Contractor Agreement (Puentes-Sweetser)

Recommendation: To review and approve the Puentes-Sweetser Independent Contractor Agreement.



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

- D.8 Axis Talent Partners Contract – Alton B. Nelson Jr.**
Fiscal Impact: \$24,000
See Attachment #9 – Axis Talent Partners Contract
Recommendation: To review and approve the Axis Talent Partners Contract.

Motion: Danielle Trimiew
Second: Esther Hugo
Vote: Approved – none opposed

- D.9 Special Education Services Memorandum of Understanding (2016-2017) – Alton B. Nelson Jr.**
Fiscal Impact: \$571,436
See Attachment #10 – Special Education Services Memorandum of Understanding
Recommendation: *To review and approve the Special Education Services Memorandum of Understanding.*

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

- D.10 Studio B Films Inc. Invoices – Damon Edwards**
Fiscal Impact: \$11,230
See Attachment #11, #12 & #13 – Studio B Films Inc. Invoices
Recommendation: *To review and approve Studio B Films Inc. invoices.*

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

- D.11 Verizon e-Rate Contract – Damon Edwards**
Fiscal Impact: \$9,900 after discount
See Attachment #14 & #15 – Verizon Wireless e-Rate Contract and Verizon NASPO Agreement
Recommendation: *To review and approve the Verizon Wireless e-Rate Contract.*

Motion: Danielle Trimiew
Second: Esther Hugo
Vote: Approved – none opposed



D.12 Computer Discount Warehouse (CDW) e-Rate Contract – Damon Edwards

Fiscal Impact: \$15,900

See Attachment #16 – Computer Discount Warehouse (CDW) e-Rate Contract

Recommendation: *To review and approve the Computer Discount Warehouse (CDW) e-Rate Contract.*

Motion: Maricela Navarro

Second: Daryle Morgan

Vote: Approved – none opposed

D.13 Apex Learning Renewal –Damon Edwards

Fiscal Impact: \$15,000

See Attachment #17 – Apex Learning Price Quote

Recommendation: *To review and approve Apex Learning Renewal.*

Motion: Esther Hugo

Second: Maricela Navarro

Vote: Approved – none opposed

D.14 Uninterruptable Power Supply (UPS) Upgrade – Damon Edwards

Fiscal Impact: \$31,000

See Attachment #18 – UPS Upgrade/Expansion Proposal

Recommendation: *To review and approve Uninterruptable Power Supply (UPS) Upgrade.*

Motion: Esther Hugo

Second: Maricela Navarro

Vote: Approve – none opposed

D.15 Student Laptop Upgrade (2016-2017) – Steve Roth & Damon Edwards

Fiscal Impact: \$180,396

See Attachment #19 & 20 – STS School Tech Supply Invoice and STS School Tech Supply Invoice

Recommendation: *To review and approve the 2016-2017 Student Laptop Upgrade.*

Motion: Daryle Morgan

Second: Esther Hugo

Vote: Approved pending MW finance committee approval on May 17, 2016 – none opposed

D.16 Human Resources Information System (HRIS) Kronos Agreement – Steve Roth

Fiscal Impact: \$22,000

See Attachment #21, 22, & 23 – Kronos Workforce Ready Form, Payroll Services Agreement, and Workforce Ready Software as a Service Terms and Conditions.



Recommendation: To review and approve Kronos (Human Resources Information System) Agreement.

Motion: Maricela Navarro
Second: Danielle Trimiew
Vote: Approved – none opposed

E. DISCUSSION ITEMS (10 Minutes)

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

E.2 Board Meeting Planning for Next Year – Alicia Malet Klein

The board would like to keep the same number of meetings but adjust the time slightly to 11am-2pm

E.3 Important End of Year Dates – Alicia Malet Klein

- Middle School Graduation: June 15, 5pm at Making Waves Academy
- Pre-Graduation Reception: June 16, 4-6pm at Assemble Restaurant
- Upper School Graduation: June 16, 6pm at Craneway Pavilion

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

Esther Hugo shared her appreciation and how touched she was by today’s diploma ceremony for Alejandro Ordoñez. She also shared her appreciation for a comments made at the recent MWA/MWF retreat held April 22, 2016.

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

- o June 23, 2016 11:00 a.m. - 2:00 p.m.

ALL MEETINGS ARE ON THURSDAYS. LUNCH PROVIDED.

G. ADJOURNMENT

Adjourned at 2:50pm

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.