



**Agenda Board of Directors
Regular Meeting
Making Waves Academy
4123 Lakeside Drive, Richmond, CA 94806
Upper School Library
September 17, 2015 at
12:00 p.m.**

A. OPENING PROCEDURES (5 minutes)

A.1 Call to Order – Alicia Malet Klein

Danielle Trimiew called the meeting to order 12:09pm

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

Present: Esther Hugo, Eric Abrams, Danielle Trimiew, Alicia Malet Klein,

Present via phone: Rebeca Rangel, Daryle Morgan (arrived 12:12pm),

Absent: Rosa Burnett

MWA Staff Present: Alton B. Nelson Jr., Kimberley Carr, Evangeline Ward-Jackson, Libby Cole, Damon Edwards, Marcus Williams, Hung Mai

Others Present: Sherry Smith, Beth Frankland, Steve Roth, Charlie Meade, Damali Burton, and Claudia Aguilar

A.3 Public Comments – Alicia Malet Klein

No public comment.

A.4 Board Goes Into Closed Session (15 Minutes) - Alicia Malet Klein

- Discussion of personnel issues and potential litigation
- Executive evaluation

A.5 Board Comes Out of Closed Session

B. STANDING REPORTS (75 Minutes)

B.1 Mission Connection (15 Minutes) – Division Directors

Division Directors presented on CAASPP.

B.2 MS Director Report (15 Minutes) - Evangelia Ward-Jackson

Evangelia Ward-Jackson presented her report.

B.3 US Director Report (15 Minutes) – Kimberley Carr

Kimberley Carr presented her report.

B.4 CEO Report - (15 Minutes) – Alton B. Nelson, Jr.

Alton B. Nelson Jr. presented his report.

B.5 CFO Report (15 Minutes) - Steven Roth

Steve Roth presented his report.



C. NON-ACTION ITEMS (20 Minutes) – Alton B. Nelson, Jr.

C.1 School Policy to Address Student Deaths (Intro of the Topic)

Alton Nelson introduced the student death policy and will bring draft policy for review and discussion at subsequent meeting.

C.2 Introduction of New Senior MWAS Staff

New senior staff from academy and MWAS home office introduced themselves.

C.3 Marketing

Alton B. Nelson Jr. reported on marketing activities including potential MWA logos.

C.4. Upper School Graduation Site Venue

Alton B. Nelson Jr. shared information on potential venue for 2015 graduation venue.

D. ACTION ITEMS (20 Minutes)

D.1 Approval of Board Minutes – June 25, 2015 – Alicia Malet Klein

See Attachment #4 – Board Minutes from June 25, 2015

Recommendation:

That the MWA Board of Directors Minutes of June 25, 2015, be approved.

Motion: Eric Abrams

Second: Esther Hugo

Vote: Approved

D.2 Name Change Resolution– Alicia Malet Klein

See Attachments #5 - 6 – Name Change Resolution & Certificate of Amendment For Articles of Incorporation

Recommendation:



To approve the name change resolution.

Motion: Danielle Trimiew
Second: Eric Abrams
Vote: Approved

D.3 Approval of FY2015 Unaudited Actuals– Steve Roth & Hung Mai

See Attachment #7 - FY2015 Unaudited Actuals

Recommendation:

To approve the FY2015 Unaudited Actuals.

Motion: Esther Hugo
Second: Danielle Trimiew
Vote: Approved

D.4 Review and Approval of Vendor Invoices – Hung Mai

Fiscal Impact - \$1,811,945

See Attachment #8- Vendor Invoices

Recommendation:

To approve bill payments for June 1, 2015 – August 31, 2015.

Motion: Eric Abrams
Second: Daryle Morgan
Vote: Approve



- D.5 School Services of California Agreement –Hung Mai**
Fiscal Impact - \$2,760

See Attachment #9- School Services of California Agreement

Recommendation:

To approve School Services of California Agreement.

Motion: Eric Abrams
Second: Danielle Trimiew
Vote: Approved

- D.6 Schoolzilla Agreement - Hung Mai**
Fiscal Impact - \$45,000

See Attachment #10- Schoolzilla Agreement

Recommendation:

To approve Schoolzilla Agreement.

Motion: Eric Abrams
Second: Daryle Morgan
Vote: Approved

- D.7 Capital Expenditures – MS and US Technology Lab Replacement CPUs – Alton Nelson**
Fiscal Impact - \$ 29,649.30

See Attachment #11 - MS and US Technology Lab CPU Replacement Purchase

Recommendation:

To retroactively approve MS and US Technology Lab CPU Replacement.

Motion: Danielle Trimiew
Second: Eric Abrams
Vote: Approved

- D.8 Capital Expenditures – Unbudgeted TabTop Purchases for Upper School Pilot Program – Alton Nelson**
Fiscal Impact - \$ 32,890

See Attachment #12- TabTop Purchases for Upper School Pilot Program

Recommendation:

To approve unbudgeted TabTop purchases for Upper School Pilot Program.

Motion: Esther Hugo
Second: Daryle Morgan
Vote: Approved



- D.9 **Sub-Lease Agreement with MWF for Additional Space at Blume Dr. Location** – Alton Nelson
Fiscal Impact - \$ 16,614 (\$1,384.50 per mo. for 12 mos.; \$12,460.50 FY 1016)

See Attachment #13 – Addendum to the original lease with MWF

Recommendation:

To approve the Sub-Lease agreement with MWF.

Motion: Danielle Trimiew

Second: Daryle Morgan

Vote: Approve

E. DISCUSSION ITEMS (10 Minutes)

E.1 Comments of the Board of Directors – Alicia Malet Klein

Excited to have MWA staff and board members sign up to participate in WASC school visits.

F. SCHEDULE BOARD OF DIRECTORS MEETINGS (5 MINUTES)

- o October 29, 2015 12:00 p.m. - 2:30 p.m.
- o December 3, 2015 12:00 p.m. - 2:30 p.m.
- o January 28, 2016 12:00 p.m. - 2:30 p.m.
- o March 10, 2016 12:00 p.m. - 2:30 p.m.
- o May 5, 2016 12:00 p.m. - 2:30 p.m.
- o June 23, 2016 12:00 p.m. - 2:30 p.m.

ALL MEETINGS ARE ON THURSDAYS. LUNCH PROVIDED.

G. ADJOURNMENT

Adjourned at 2:48pm

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, and Beth Frankland.