



Minutes

**Board of Directors Regular Meeting
Making Waves Academy
4123 Lakeside Drive, Richmond, CA 94806
Upper School Library
September 15, 2016 at 11:00 a.m.**

A. OPENING PROCEDURES (20 minutes)

A.1 Call to Order – Alicia Malet Klein

A.2 Conferral of Degrees –Kimberley Carr

A.3 Announcement of New Secretary, Roll Call, and Announcement of Quorum – Alicia Malet Klein

Convened at 11:05am. Alicia Malet Klein confirmed Eric Abrams as the new MWA Board Secretary.

Present: Alicia Malet Klein, Esther Hugo, Eric Abrams (arrived at 11:17am), Claudia Aguilar

Present via phone: Daryle Morgan

Others present: Alton B. Nelson Jr., Kimberley Carr, Evangelia Ward-Jackson (arrived at 11:25am), Libby Cole, Hung Mai, Damon Edwards, Marcus Williams, Steve Roth, Heather Davis, Sherry Smith, Andres Serrano, Lauren Pitchers, Sameeta Dasari, Grace Kang, Krista Martin, MWF Consultant David Simpson, MWF Consultant Leanne Alameda, Caitlin Shelburne, Angelina Molina, Elizabeth Martinez, and Jon Siapno

Absent: Maricela Navarro

A.4 Public Comments – Alicia Malet Klein

No Public comments.

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

B.1 Mission Connection: Introduction of New MWA Leadership –CCC, SSP, ELD, SPED, US Dean (15 min/10 min) — Sameeta Dasari

This portion of the meeting consisted of a progress update on current recruiting activities and introductions of new key members of the MWA leadership team.

B.2 US & MS Directors Q&A/Deep Dive Discussion: CAASPP Results (20 min/10 min) – Evangelia Ward-Jackson and Kimberley Carr
See Attachment #1 – MS Director Report
See Attachment #2 – US Director Report
The Division Directors provided an overview of CAASPP, facilitated a deep dive discussion, and shared highlights, growth areas, and next steps.

B.3 CEO Q&A/Deep Dive Discussion - (20 min/10 min) – Alton B. Nelson Jr.
See Attachment #3 – CEO Report
See Attachment #4 – Chinese Zen Story
See Attachment #5 – WASC & School-wide Goals
This report included high-level strategic goals and programmatic initiatives for the 2016-2017 school year.

B.4 CFO Q&A/Deep Dive Discussion - (5 min) – Steven Roth
Updates on facilities and finances were presented.

C NON-ACTION ITEMS (5 Minutes)

C.1 Educator Effectiveness Spending Plan (5 min) – Hung Mai
See Attachment #6 – Educator Effectiveness Spending Plan
This item included the announcement of a public hearing on this topic scheduled for Thursday October 13, 2016 at the School Site Council meeting to be held in the MS Library at 6:30pm.

D. ACTION ITEMS (30 Minutes)

D.1 Approval of Board Minutes – June 23, 2016 & August 15, 2016 – Alicia Malet Klein
See Attachment #7 – Board Minutes from June 23, 2016
See Attachment #8 – Board Minutes from August 15, 2016
Recommendation: *That the MWA Board of Directors Minutes of June 23, 2016 and August 15, 2016, be approved.*

Motion: Eric Abrams
Second: Daryle Morgan
Vote: Approved – none opposed

D.2 MWA/College Spring Partnership Agreement (2016-2017) – Kimberley Carr
Fiscal Impact: \$25,500 (amount adjusted to \$20,700 per Ms. Carr)
See Attachment #9 – MWA/College Spring Partnership Agreement
Recommendation: *To review and approve the MWA/College Spring Partnership Agreement (2016-2017).*

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

D.3 Competitive Food Sales Policy – Evangelia Ward-Jackson & Kimberley Carr

See Attachment #10 – Competitive Food Sales Policy

Recommendation: *To review and approve the Competitive Food Sales Policy.*

Motion: Daryle Morgan

Second: Eric Abrams

Vote: Approved – none opposed

- D.4 Memo to Division Leadership re: 2016-2017 Student/Family Handbook – Alton B. Nelson Jr.**
See Attachment #11 – Memo to Division Leadership re: 2016-2017 Student/Family Handbook
Recommendation: *To review and approve the Memo to Division Leadership re: 2016-2017 Student/Family Handbook.*

Motion: Esther Hugo

Second: Claudia Aguilar

Vote: Accepted – none opposed

- D.5 2016-2017 MWA Academic Calendar – Hung Mai**
See Attachment #12 – MWA Academic Calendar
Recommendation: *To review and approve the 2016-2017 MWA Academic Calendar.*

Motion: Esther Hugo

Second: Claudia Aguilar

Vote: Approved – none opposed

- D.6 Advance on Wages Agreement – Alton B. Nelson Jr.**
See Attachment #13 – Advance on Wages Agreement
Recommendation: *To review and approve the Advance on Wages Agreement.*

Motion: Eric Abrams

Second: Esther Hugo

Vote: Approved – none opposed

- D.7 Vendor Invoices (June – August, 2016) – Hung Mai**
Fiscal Impact: \$1,551,332.18
See Attachment #14 – Vendor Invoices (June – August, 2016)
Recommendation: *To review and approve the vendor invoices (June – August, 2016).*

Motion: Daryle Morgan

Second: Claudia Aguilar

Vote: Approved – none opposed

- D.8 Unaudited Actuals (FY2015-2016) – Steve Roth**
See Attachment #15 – Unaudited Actuals (FY2015-2016)
Recommendation: *To review and approve the Unaudited Actuals (2015- 2016).*

Motion: Esther Hugo

Second: Eric Abrams

Vote: Approved – none opposed

D.9 Routine Agreements and Contract Renewals FY2017– Alicia Malet Klein

Recommendation: *To review and approve all routine agreements and contract renewals.*

Motion: Claudia Aguilar

Second: Esther Hugo

Vote: Approved – none opposed

a) Pitney Bowles Lease Agreement (39 Month Contract) – Alton B. Nelson Jr.

Fiscal Impact: \$6,279 (FY2017)

See Attachment #16 –Pitney Bowles Lease Agreement

Recommendation: *To review and approve the Pitney Bowles Lease Agreement for MWA mailings postage machine.*

b) Cisco Smartnet Renewal – Damon Edwards

Fiscal Impact: \$6,150.73 – 10,000 (will not exceed budgeted amount of \$10,000)

See Attachment #17 – Cisco Smartnet Renewal

Recommendation: *To review and approve the Cisco SMART Renewal covering all MWA Cisco network equipment.*

c) Microsoft Desktop Education License & Software Renewal – Damon Edwards

Fiscal Impact: \$6,500.00

See Attachment #18 – Microsoft Desktop Education License & Software Renewal

Recommendation: *To review and approve Microsoft Desktop Education License & Software Renewal covering all MWA staff and student computers.*

d) DELL Storage Expansion – Damon Edwards

Fiscal Impact: \$18,119 (FY2017 CAPEX)

See Attachment #19 – DELL Storage Expansion

Recommendation: *To review and approve the DELL Storage Expansion allowing for increased flexibility for reconfiguring storage and expands data storage substantially (11 TB).*

E. DISCUSSION ITEMS (10 Minutes)

E.1 WASC Mid-Cycle Visit: September 25-27, 2016 – Alton B. Nelson Jr. & Alicia Malet Klein

Board Representatives invited to join opening session Sunday Sept. 25 2-4:30pm, US Library

E.2 MWA/MWF Board Engagement Day: Tuesday October 25, 2016 – Alicia Malet Klein

Board members are invited to participate in a variety of spirit week activities taking place on this day.

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

The October 6, 2016 meeting has been changed to November 3, 2016 11:00am – 2:00pm.

F. SCHEDULE OF BOARD OF DIRECTORS MEETINGS 2016 – 2017 (0 Minutes)

- November 3, 2016 11:00 a.m. - 2:00 p.m.

- December 1, 2016 11:00 a.m. - 2:00 p.m.
- January 26, 2017 11:00 a.m. - 2:00 p.m.
- March 9, 2017 11:00 a.m. - 2:00 p.m.
- May 4, 2017 11:00 a.m. - 2:00 p.m.
- June 15, 2017 11:00 a.m. - 2:00 p.m.

G. CLOSED SESSION (20 Minutes)

G.1 Executive Evaluation & Litigation – *Alicia Malet Klein*

H. ADJOURNMENT

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

ALL MEETINGS ARE ON THURSDAYS. LUNCH PROVIDED.