

APPROVED



## Equitas Academy Charter School

### Minutes

#### Board Meeting

---

**Date and Time**

Thursday February 28, 2019 at 6:00 PM

**Location**

2723 W. 8th Street, Los Angeles, CA 90005

---

**PUBLIC COMMENT AT EQUITAS ACADEMY BOARD MEETINGS** – An opportunity for the public, including those attending via teleconference, to address the Board regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Members of the public who wish to speak on any item are requested to identify themselves and indicate on which agenda item they wish to speak. The Board will provide an opportunity for the public to speak for a maximum of three (3) minutes, unless granted additional time at the discretion of the Board. Members of the public who need a translator will be provided a maximum of six (6) minutes to speak. Testimony shall be limited in content to matters pertaining to Equitas Academy. The Board will not take any action on matters discussed during the public testimony period that are not listed on the agenda.

**Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990,** any individual with a disability who requires reasonable accommodation to attend or participate in a meeting of the Board of Directors, may request assistance in advance of the meeting by contacting Equitas Academy Charter School at 1700 West Pico Boulevard, Los Angeles, CA 90015 or by phone (213) 201-0440.

Additional Call in location: 7101 Playa Vista Dr, Los Angeles, CA 90094

---

---

**Directors Present**

A. Sowrirajan, A. Valentine, C. Sanii, J. Cruz (remote), J. Troletti, O. Bajracharya, T. Bell

**Directors Absent**

*None*

**Guests Present**

A. Perez, L. Chang, M. Borrego, M. Ford, N. Orlando, S. Estilai

---

**I. Opening Items**

**A. Record Attendance and Guests**

Tyler Bell arrived at 6:31 pm.

**B. Call the Meeting to Order**

C. Sanii called a meeting of the board of directors of Equitas Academy Charter School to order on Thursday Feb 28, 2019 at 6:11 PM.

**C. Approve Minutes**

O. Bajracharya made a motion to approve minutes from the Special Board Meeting on 02-01-19 Special Board Meeting on 02-01-19.

A. Valentine seconded the motion.

The board **VOTED** to approve the motion.

**D. Approve Minutes**

**E. Approve Minutes**

**II. Public Comment**

**A. Public Comment**

Nyanza Shaw has resigned as board member.

**III. Consent Agenda**

**A. Conflict of Interest and Form 700**

J. Troletti made a motion to Approve.  
A. Sowrirajan seconded the motion.  
The board **VOTED** to approve the motion.

**B. Bank Account Signator**

J. Troletti made a motion to Approve.  
A. Sowrirajan seconded the motion.  
The board **VOTED** to approve the motion.

**C. Low Performing Student Block Grant Spending Plan**

J. Troletti made a motion to Approve.  
A. Sowrirajan seconded the motion.  
The board **VOTED** to approve the motion.

**D. Request for Proposal (RFP) is to enter into a fixed-price contract with a food service management c**

This was pulled from the consent agenda.

**IV. Finance**

**A. Board Review and Approval of Second Interim Financial Reports**

Samira presented Financial Dashboard for January.

- EQ - revenue better than budgeted.
- EQ2 - down 14 students from budget and that has impacted the revenue.
- EQ3 - down 1 student from budget, revenue projected to be over budget.
- EQ4 - down 24 students from budget and that has impacted the revenue.

A. Sowrirajan made a motion to Approved.  
J. Troletti seconded the motion.  
The board **VOTED** to approve the motion.

**B. Tax Returns for 2017**

Annual tax return that has to be completed.  
O. Bajracharya made a motion to approve.  
A. Valentine seconded the motion.  
The board **VOTED** to approve the motion.

**C. Update on Committee Goal Progress**

Aarthi presented updates for the finance committee:

- Finance committee has been focused on facilities strategy

- Finance committee will be reviewing per pupil cost for facilities (thinking about schools 6 to 8)
- Capital campaign and fundraising - need to work with the development committee
  - In April finance meeting, there will be joined session with development committee
- Compensation
  - Hire the right consultant to provide the data
  - We want to position ourselves with the proper compensation (compare to LAUSD and other charter schools)
- Cash Management - long term project have metrics on cash management, especially for schools 5 to 8

## **V. Organizational Updates**

### **A. Strategic Vision**

Malka provided presentation on strategy for the organization:

- Why do we exist?
- How do we want to operate?
- How are we doing relative to our vision, mission, and values?
- How do we respond to advance our mission?
- How will we monitor our progress?
- How will we organize our people, time, and money?

Initiatives:

1. K-8 Alignment with MS supports
2. MS literacy, culture, network/school relationship & org dashboard
3. ELA scores, relational growth with stakeholders & school/network partnership

One on One (O3):

- We promise all staff to provide them a weekly one on one with their supervisors
- We track the on an online system Whetstone

Monitor progress should speak to how we exist:

- The strategy should tie to the community change we want to make
- Next month: reporting on each stakeholder and how that fits into the organizational health

### **B. Facilities Presentation**

Maggie presented Facilities Strategy:

## Goals

1. Positive transformational force in the Pico Union Community
2. Be the owner of our facilities fostering trust in our community and controlling our future
3. Maintaining a fiscally responsible per/pupil spend on facilities and maximizing SB740 dollars

In December we became owners of 4 our schools through a bond deal. Facility plan by years:

### 19-20 School Year

- EQ5 will temporarily be housed at EQ3
- EQ4 will stay in temporary location

### 20-21 School Year

- EQ4 permanent facility is slated to open July 2020

### 22-23 School Year

- Goal is to have permanent location Fall 2022 for both sites at 1612 W. Pico Blvd.
- 1612 W. Pico Blvd - we have 18 months for due diligence and are currently leasing

### Network Space

- Currently staff is housed at the school site and we will be moving into the 1612 W. Pico Blvd.

## VI. Resource Development

### A. Update for Resource Development on Committee Goals

Claudia presented:

Goal 1 - Give/get commitment:

- Dev/comm committee has given their contribution and has developed partnerships with other board members

Goal 2 - Engagement events:

- Development event - successful January event
- June 6 event - goals are fundraising, advocacy, and engaging network
  - Board members

- Bring 3 to 4 that will be engaged with the Equitas mission
- There are other ways you can get involved, if you can't bring guest, please work with the dev/comm committee
- In March details will be solidified
- By May 23rd, please send invite to your guests

#### January Funds

- 4 committee members donated in January
- Goal for the year: \$50,000 (Board goals are listed on board on track)

### VII. Governance

#### A. Update from Committee on Goals

Oliver presented updates:

##### Goal 1:

- Board Recruitment: Build an active engaged team of board members
  - Deepa and Aaron Perez are committee members and have been invited to be on the board

##### Goal 2:

- Board expectations: ensure we are using our board

##### Goal 3:

- Develop CEO emergency and long term succession plan

##### Goal 4:

- Strengthen the board and its governance and evaluate

#### B. Nominating Slate

O. Bajracharya made a motion to Nominate and approve for Aaron and Deepa to be board members.

J. Troletti seconded the motion.

The board **VOTED** to approve the motion.

#### C. Ad Hoc Advocacy Committee

Tyler presented:

- Claudia, Aarthi, Malka, and Tyler went to a charter schools event (Task Force) that discussed how to advocate for the truths of charter schools
- As a board we can advocate for what Equitas aims to be
- There is a need for the charter school movement to break the misconceptions about charter schools

#### **D. Board Calendar FY19-20**

- Claudia suggested that we add one date in December one phone call
- Aarthi suggested we change November 28th (Thanksgiving) meeting
- Add date for January fundraiser event

O. Bajracharya made a motion to Approve calendar with the following changes: 1. Add one date in December for board phone call 2. Change November 28th meeting because this date is Thanksgiving 3. Add date for January fundraiser event.

A. Valentine seconded the motion.

The board **VOTED** to approve the motion.

### **VIII. Academic Accountability**

#### **A. Updates on Committee Goals**

Julie presented:

1. Define Academic Excellence - presented finalized dashboard metrics
  1. Ideas on what else should be added to the dashboard?
    1. College Track Data - track scholars going to college
      1. Provide reporting on how alumni are doing, Alumni Manager was just hired
    2. Comp to other schools
    3. For EL scholars, add specification on what the goal is
    4. Develop narrative that can be tied to the mission
      1. Strategy Focus: provide high levels of departments
      2. Testimonies form stakeholders
  5. Academic accountability - board decide how to provide oversight

### **IX. Leader Support And Eval**

#### **A. CEO Goals**

Claudia presented CEO evaluation deck:

1. Malka receives self evaluation in February
2. Share CEO self evaluation with the board in March
3. Board and direct reports: CEO evaluation in March
4. Publish CEO evaluation report to Board in March

5. Deliver summary memo to CEO in April
6. Develop and define CEO goal for 19/20 year in April
7. Finalize CEO compensation in May (budget will be finalized in April)

## **X. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:05 PM.

Respectfully Submitted,  
C. Sanii