

APPROVED



THE ACADEMY OF ALAMEDA

The Academy of Alameda Charter School Board

Minutes

Regular Board Meeting

Date and Time

Thursday December 12, 2019 at 6:30 PM

Location

401 Pacific Avenue, Alameda CA 94501 (Home Office)

Directors Present

C. Robie, D. Forbes, Q. Chu, R. Brown, R. Whittaker

Directors Absent

A. Price, K. Zimmerman, W. Schaff

Directors who arrived after the meeting opened

R. Brown

Guests Present

H. Spongberg, M. Huxley, S. Ivery

I. Opening Items**A. Record Attendance and Guests**

R. Brown will arrive at 6:45 PM.

B. Call the Meeting to Order

D. Forbes called a meeting of the board of directors of The Academy of Alameda Charter School Board to order on Thursday Dec 12, 2019 at 6:34 PM.

C. Public Comments

No public comment at this time.

D. The Board Reviews The Academy of Alameda's Mission and Envisioned Future Statements

Matt Huxley read the Mission & Envisioned Future Statement.

II. Consent Agenda

A. Approve Minutes

C. Robie made a motion to approve minutes from the Regular Board Meeting on 11-21-19 Regular Board Meeting on 11-21-19.

Q. Chu seconded the motion.

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

B. November, 2019 Check and Credit Card Registers

C. Vote on Consent Agenda

R. Brown arrived.

C. Robie made a motion to made a motion to approve the consent agenda.

Q. Chu seconded the motion.

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

III. Board Communications

A. Board Member and Board Working Group Reports - Convene Marketing Working Group

R. Whittaker, D. Forbes, Que Chu – nothing to report.

C. Robie reminded how important it is to attend the charter renewal on Tuesday 12/17.

R. Brown attended the Brown Act training facilitated by YM&C. 2 notes: Firstly, Board Meeting Agenda to be posted outside (street side) the school. Secondly, 5 or more board members together must not talk about board-related matters at all, for example in training events, parties, gatherings, send articles to ED before they are sent to the rest of the Board members. Always Bcc when communicating out to Board members, etc.

B. Middle School Charter Renewal Update

The final AUSD board vote on AoA MS charter renewal will be Tuesday 12/17 at Paden Elementary School. Invitation to the parents was sent. Green AoA shirts on and pizza available before the event.

C. 2020/21 Enrollment Update

56 families have enrolled from the elementary school, of which 68% in district and 32% out of district. Two more information events coming up.

"Full-time Kindergarten" to be added in the school information/messaging.

103 middle school families have enrolled, of which 53% in district and 47% out-of-district. Two more information events coming up.

Numbers of both schools went up from 12-9 to 12-12 (Increase of 4 to 6 families for each school)

R. Brown arrived.

D. The Board Engaging in School Observations - Focus on Student Culture

M. Huxley encourages board members to do a school walk and make notes, because it would be very helpful to Principals.

Two groups would work best.

Board members are very much interested.

M. Huxley to provide a structure for data tracking and set a schedule.

Mondays are preferred.

IV. Action Items

A. Approve the 2018-19 Audit (FY Ending 6/30/19)

S. Ivery presented the annual audit report.

The outcome was a clean audit.

Statement of Functional Expenses:

A more specific break down of the ratio program 87% and management 13% was asked to be provided in January.

D. Forbes made a motion to approve the 2018–2019 Audit.

R. Brown seconded the motion.

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

B. Approve the 2019-20 1st Interim Report for the ES & MS

C. Robie made a motion to the 2019-20 1st Interim Report for the ES & MS.

R. Whittaker seconded the motion.

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

V. Closing Items

A. Closed Session: Gov't Code § 54957(b): Progress on Executive Director Executive 2019/20 Goals

B. Board Returns to Open Session

No action was taken during the closed session

C.

Review of the Draft of January 27 Board Retreat Topics

Looking at timely topics:

Special Education (SELPA = Special Education Local Plan Agency). Looking at the dashboard, what is the plan?

Potentially a guest speaker from SELPA (note: Sunday morning).

Organizational questions:

Looking at principals' instructional vs operational duties.

Other topics:

Board Fiscal Policies. Board Development. California Dashboard.

Important:

Agenda requires careful scheduling and prioritizing.

Material to be provided in advance.

D. Adjourn Meeting

R. Whittaker made a motion to Adjourn the meeting.

R. Brown seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:20 PM.

Respectfully Submitted,

D. Forbes

Documents used during the meeting

- 11-19 November Check Register.pdf
- 10-19 October Credit Card Register.pdf
- Enrollment Status For 2020_21 School Year (As of 12.9.19).pdf
- The Academy of Alameda 06.30.19 Audit FS - Draft.pdf
- 18-19 Audit Review PPT.pdf
- 19-10-31 1st Interim (ES).pdf
- 1st Interim PPT (10-31-19).pdf
- 19-10-31 AoA 1st Interim (MS).pdf