

APPROVED



## Making Waves Academy

### Minutes

#### Monthly Making Waves Academy Board Meeting

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**Date and Time**

Thursday June 14, 2018 at 11:00 AM

**Location**

Upper School Library

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**VIDEO-CONFERENCE LINE INFORMATION:**

Audio Dial-In Information:

U.S & Canada: 866.740.1260

Access Code: 9362794

To join the board meeting, dial the above conference line and click on the link below. Once connected, please enable your webcam.

<https://www.callinfo.com/prt?host=readytalk&an=8667401260&ac=9362794>

Test your computer for compatibility prior to the conference:

<http://test.readytalk.com/?host=readytalk>

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**Directors Present**

Alicia Malet Klein, Burak Gursel, Chad Eatinger, Daryle Morgan (remote), Eric Abrams (remote), Jessica Laughlin, Maricela Navarro

**Directors Absent**

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Esther Hugo

### **Guests Present**

Alton B. Nelson Jr., Amanda Medress, Chrissy Godfrey, Christine Dougan, Damon Edwards, Darcy Heppenstall, Debora Basso, Eleanor Boli, Evangelia Ward-Jackson, Hung Mai, Jeff Hazel, Jon Siapno, Kimberley Carr, Libby Cole, Libby Cole, Paula Groves, Priscilla Mendez, Raynell Crews-Gamez, Shannon Bowen

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## **I. Opening Items**

### **A. Call the Meeting to Order**

Alicia Malet Klein called a meeting of the board of directors of Making Waves Academy to order on Thursday Jun 14, 2018 at 11:08 AM.

### **B. Record Attendance and Guests**

### **C. Closed Session**

Board members participated in closed session on personnel issues.

### **D. Public Comments**

No public comments.

## **II. Standing Reports**

### **A. Mission Connection: Expansion Technology Initiatives**

Ms. Basso facilitated a discussion related to instructional technology initiatives. The purpose of this presentation was twofold: a) share key insights from our work with instructional technology so far; b) gather input from the board on the essential question that MWA is facing as we continue to integrate technology into instruction: What do we want teaching and learning to look like at MWA 5-10 years from now, and how can technology help us get there?

### **B. US Division Deep Dive: 15th Wave College Results**

Mr. Siapno led a deep dive into the college admissions results of the 15th Wave and shared trends from the last three college application seasons. He highlighted learnings that have prompted the College and Career Center to make programmatic enhancements for the coming year.

### **C. Q&A on Division Director Reports**

Dr. Ward-Jackson and Ms. Carr answered questions related to the written Division Director reports.

#### **D. CEO Report & Q&A on CEO Written Report**

Mr. Nelson answered questions related to the written CEO report.

Discussion on organizational culture:

- Culture piece is really important and finishing the deck will be really important both here and as we open in a new location
- We need to think about how we can communicate, who we are, what it means to work here, be a student here, all parts of that - we have to get to something like that, that tells our story and explains our culture
- As the example company (Hubspot) grew, they wanted to maintain and relay these intangibles that made them successful so far. Less is more and show not tell. It's a living document that gets changed and revised as needed. To create it they did surveys that included key questions that informed what went into it.
- Would be good as we expand to think about what are the key things about us that we want people to know
- Could do this exercise with wave makers - use the language of a 14 year old
- We should include the students to some degree, and this is a workplace so there are business approach as well that needs to be considered
- Should consider a workshop at a future board meeting to further discuss and continue developing the deck (e.g. more discussion of value proposition)
- Would like us to revisit creating a board dashboard in BoardOnTrack
- Chad offered to support development of board dashboard

#### **E. Q&A on Written Finance Report**

Mr. Mai answered questions related to the written finance report.

#### **F. School Site Council Report**

Dr. Ward-Jackson reported out on end of year celebrations and closing activities of the School Site Council.

The board requests that SSC President Ms. Brown do a report at the October 2018 board meeting.

### **III. Non-Action Items**

#### **A. WASC Executive Review Committee Presentation**

No comments on written report provided by Dr. Hugo.

#### **B. Expansion & Facilities Updates: Start of the 2018-2019 School Year**

Ms. Cole shared progress updates and preparations for the start of the 2018-2019 school year.

**C. Expenditures and Agreements Connected to 1:1 Chromebook Rollout (Informational at this time)**

Mr. Edwards and Ms. Basso provided an overview of expenditures and agreements related to the 1:1 chromebook rollout beginning this fall.

Questions:

- Will students be able to take chromebooks home? (Yes)

**IV. Action Items**

**A. Approve Minutes: May 3, 2018**

Burak Gursel made a motion to approve minutes from the Board Meeting on 05-03-18 Board Meeting on 05-03-18.

Maricela Navarro seconded the motion.

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

**B. Approve Minutes: WASC Executive Review Committee Meeting - May 22, 2018**

Eric Abrams made a motion to approve minutes from the WASC Executive Review Committee Annual Meeting on 05-22-18 WASC Executive Review Committee Annual Meeting on 05-22-18.

Jessica Laughlin seconded the motion.

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

**C. Local Control & Accountability Plan (2018-2019)**

Burak Gursel made a motion to approve the Local Control & Accountability Plan (LCAP).

Chad Eatinger seconded the motion.

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

**D. Budget FY2018-2019 to FY2020-21**

Chad Eatinger made a motion to approve the Budget FY2018-2019 to FY2020-21 Add Funds with a fiscal impact amount of \$24,621,522.00.

Maricela Navarro seconded the motion.

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

**E. Consolidated Application and Report System (CARS) for Funding**

Jessica Laughlin made a motion to Consolidated Application and Report System (CARS) for Funding.

Maricela Navarro seconded the motion.

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

#### **F. Middle School & Upper School Student Family Handbooks (2018-2019)**

The below feedback was provided and is to be incorporated into the final version of the handbooks:

- Eric Abrams will email his comments directly to Alton to be incorporated
- For Upper School Handbook:
  - update language to reflect Mr. Siapno's request regarding Marlin hour change on page 12 (page 423 of board packet)
  - need to double check suspension language throughout
- For Middle School Handbook:
  - Need to look at and change language regarding suspensions on page 31 (page 341 of board packet)

Maricela Navarro made a motion to Middle School & Upper School Student Family Handbooks (2018-2019) with noted revisions.

Chad Eater seconded the motion.

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

#### **G. Employee Handbook (2018-2019)**

The following feedback was provided and to be incorporated into the final version by HR:

- page 19 (page 541) - delete extra "the"
- page 24 (page 506) - why do we have February 2018 listed there? We should remove any reference to the date

Burak Gursel made a motion to Employee Handbook (2018-2019) with noted revisions.

Jessica Laughlin seconded the motion.

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

#### **H. Instructional Minutes (2018-2019)**

Eric Abrams made a motion to Instructional Minutes (2018-2019).

Daryle Morgan seconded the motion.

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

#### **I. Pacheco Janitorial Services Renewal Contract (2018-2019)**

Eric Abrams made a motion to Pacheco Janitorial Services Renewal Contract (2018-2019) with a fiscal impact amount of \$365,000.

Daryle Morgan seconded the motion.

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

#### **J.**

**Culture, Engagement, Retention, and Access Gift from Making Waves Foundation**

Jessica Laughlin made a motion to Culture, Engagement, Retention, and Access Gift from Making Waves Foundation with a fiscal impact amount of \$160,000.

Maricela Navarro seconded the motion.

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

**K. Compensation Policy**

Chad Eatinger made a motion to Compensation Policy.

Burak Gursel seconded the motion.

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

**L. Technology Policies**

Burak Gursel made a motion to Technology Policies.

Eric Abrams seconded the motion.

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

**M. Mind Research Institute: ST Math Contract (2018-2019)**

Daryle Morgan made a motion to Mind Research Institute: ST Math Contract (2018-2019) with a fiscal impact amount of \$6,400.

Eric Abrams seconded the motion.

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

**N. 15Five Contract (2018-2019)**

Eric Abrams made a motion to 15Five Contract (2018-2019) with a fiscal impact amount of \$10,080.

Maricela Navarro seconded the motion.

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

**V. Consent Action Items**

**A. Vendor Invoices (March - May 2018)**

Eric Abrams made a motion to approve Vendor Invoices (March - May 2018).

Chad Eatinger seconded the motion.

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

**B. Arthur J. Gallagher & Co Insurance Renewal (2018-2019)**

Eric Abrams made a motion to review and approve the Arthur J. Gallagher & Co Insurance renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**C.**

**Altura Phone System Support Renewal (2018-2019)**

Eric Abrams made a motion to review and approve the Altura Phone System Support Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**D. Ray Morgan Contract Renewal (2018-2019)**

Eric Abrams made a motion to review and approve the Ray Morgan Contract Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**E. LBMS (e-rate consultant) renewal (2018-2019)**

Eric Abrams made a motion to review and approve LBMS (e-rate consultant) Contract Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**F. ANet Contract Renewal (2018-2019)**

Eric Abrams made a motion to review and approve Anet Contract renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**G. Gaggle Renewal (2018-2019)**

Eric Abrams made a motion to review and approve the Gaggle Contract Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**H. PowerSchool Contract Renewal (2018-2019)**

Eric Abrams made a motion to review and approve the PowerSchool Contract Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**I. Schoolzilla Contract Renewal (2018-2019)**

Eric Abrams made a motion to review and approve Schoolzilla Contract Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**J.**

**CharterSafe Insurance Renewal Contract (2018-2019)**

Eric Abrams made a motion to review and approve Chartersafe Insurance Contract Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**K. Teach for America MOU Renewal (2018-2019)**

Eric Abrams made a motion to review and approve Teach for America MOU Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**L. Loyola Marymount University Teacher Education Intern Credential Program MOU Renewal (2018-2019)**

Eric Abrams made a motion to review and approve the Loyola Marymount University Teacher Education Intern Credential Program MOU Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**M. Athletic Handbook (2018-2019)**

Eric Abrams made a motion to review and approve the Athletic Handbook (2018-2019).

Chad Eatinger seconded the motion.

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

**N. Designation of CIF Representative to League (2018-2019)**

Eric Abrams made a motion to review and approve the Designation of CIF Representative to League (2018-2019).

Chad Eatinger seconded the motion.

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

**O. Michaels Transportation Renewal Agreement (2018-2019)**

Eric Abrams made a motion to review and approve the Michaels Transportation Agreement Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**P. BoardonTrack Contract Renewal (2018-2019)**

Eric Abrams made a motion to review and approve the BoardonTrack Contract Renewal (2018-2019).

Chad Eatinger seconded the motion.

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



**Q. College Spring Contract Renewal (2018-2019)**

Eric Abrams made a motion to review and approve the CollegeSpring Contract Renewal (2018-2019).

Chad Eatinger seconded the motion.

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

**VI. Discussion Items**

**A. Debrief: Middle School & Upper School Graduations**

- Burak Gursel shared that he attended both events, they were interesting and different. He enjoyed both very much.
- Alicia Klein shared how much she appreciates how some of the students (those presenting) are able to go up on stage and be vulnerable in front of their peers and strangers. They have a confidence and sense of self that she hopes we (MWA) has something to do with.

**B. Propose Date: Summer Board Member Gathering**

Ms. Cole will email a doodle poll for board members to select availability and determine a date for this summer's board gathering.

**C. Save the Date: Soft-Ribbon Cutting Ceremony - August 16, 2018 12 - 1pm**

**D. Comments of the Board of Directors**

Ms. Klein shared appreciations for board members and school leadership.

Mr. Nelson also shared appreciations for board members commitment and service to the organization.

**VII. Closing Items**

**A. Schedule of Board of Directors Meetings 2018-2019**

Need to change the September board date from 9/8 to 9/6.

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:11 PM.

Respectfully Submitted,  
Alicia Malet Klein