



# Making Waves Academy

## Minutes

### Board Meeting

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**Date and Time**

Thursday February 1, 2018 at 11:00 AM

**Location**

Upper School Library

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**CONFERENCE LINE INFORMATION:**

US/Canada Toll-Free Number

866-740-1260

7-Digit Access Code

6214926

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**Directors Present**

Alicia Malet Klein, Burak Gursel, Chad Eater, Eric Abrams, Esther Hugo, Jessica Laughlin, Maricela Navarro

**Directors Absent**

Daryle Morgan

**Guests Present**

Alton B. Nelson Jr., Amanda Medress, Ben Calvert, Caitlin Shelburne, Cassandra Harper-Cotton, Chrissy Godfrey, Crystal Banuelos, Damon Edwards, Debora Basso, Eleanor Boli, Emily

Delaplaine, Jon Siapno, Lauren Pitcher, Libby Cole, Marisol Navarro, Micah Stilwell, Priscilla Mendez, Robyn Fisher, Ruth Nagash, Sameeta Dasari, Zachary Paschall

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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 Feb 1, 2018 at 11:04 AM.

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

### **C. Closed Session**

There was no closed session.

### **D. Public Comments**

No public comments.

## **II. Standing Reports**

### **A. Mission Connection: Black Student Achievement Initiative**

Dr. Robyn Fisher presented to the board an overview of the Black Student Achievement Initiative including progress to date, key findings, and recommendations.

### **B. Middle School Deep Dive Presentation: Role of Lead Teachers**

Ms. Shelburne, Ms. Delaplaine, and Ms. Harper-Cotton shared information on this inaugural role and facilitated math and english data talks with board members and attendees.

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

The Division Directors answered questions related to the written Division Director Reports.

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

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

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

Mr. Roth answered questions related to the written Finance Report.

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

### **A.**

### **Framework on Board Cultural Competency Sub-Committee**

Eric Abrams presented an overview of key concepts related to organizational cultural dexterity.

#### **B. Lottery Update**

Dr. Ward-Jackson shared the latest lottery data including applications received to date and the distribution of applications across grade-levels.

#### **C. Athletic Facility Overview**

Ms. Klein shared plans and images for an athletics facility on Hilltop Drive.

### **IV. Action Items**

#### **A. Approve Minutes: December 14, 2017**

Alicia Malet Klein noted multiple edits to the minutes and Libby Cole made those corrections.

Esther Hugo made a motion to approve minutes from the Board Meeting on 12-14-17 Board Meeting on 12-14-17.

Maricela Navarro seconded the motion.

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

#### **B. Single Plan for Student Achievement (SPSA)**

Esther Hugo made a motion to approve the Single Plan for Student Achievement (SPSA).

Chad Eatinger seconded the motion.

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

#### **C. Parent Involvement Policy**

Burak Gursel made a motion to approve the Parent Involvement Policy.

Maricela Navarro seconded the motion.

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

#### **D. Board Policy for Evaluation of SPSA**

Jessica Laughlin made a motion to approve the Board Policy for Evaluation of SPSA.

Eric Abrams seconded the motion.

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

#### **E. School-Parent Compact**

Chad Eatinger made a motion to approve the School-Parent Compact.

Esther Hugo seconded the motion.

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

#### **F.**

### **Children in the Workplace Policy**

Alicia Malet Klein flagged two typos in the policy to be corrected in order to be finalized.

Maricela Navarro made a motion to approve the Children in the Workplace Policy.

Burak Gursel seconded the motion.

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

### **G. Flexible or Reduced Schedule Policy**

Alicia Malet Klein flagged that the following edits need to be made to make this policy final

- page 1 - third bullet needs to be edited
- page 2 - first paragraph needs to be bulleted for clarity

Eric Abrams made a motion to approve the Flexible or Reduced Schedule Policy.

Jessica Laughlin seconded the motion.

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

### **H. Ergonomic Policy**

Chad Eatinger made a motion to approve the Ergonomic Policy.

Jessica Laughlin seconded the motion.

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

### **I. JobVite Contract**

Esther Hugo made a motion to approve the JobVite contract.

Jessica Laughlin seconded the motion.

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

### **J. Expansion Letter from Board President and Enrollment Increase Board Resolution**

Burak Gursel made a motion to approve the Expansion Letter from Board President and Enrollment Increase Board Resolution.

Eric Abrams seconded the motion.

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

### **K. Associated Valuation Services, Inc. Renewal Contract**

Eric Abrams made a motion to approve the Associated Valuation Services, Inc. Renewal Contract.

Maricela Navarro seconded the motion.

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

### **L. Threat Assessment Policy**

Maricela Navarro made a motion to approve the Threat Assessment Policy.

Esther Hugo seconded the motion.

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

**M. Apex Learning Licenses**

Burak Gursel made a motion to approve the Apex Learning Licenses.

Chad Eatinger seconded the motion.

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

**V. Discussion Items**

**A. Local Control & Accountability Plan (LCAP) Training: February 8, 2018 6:30 - 8pm**

Mr. Mai invited board members to attend the LCAP training taking place during next week's School Site Council. The training will be held in the Middle School Library.

**B. Save the Date: Board & Alumni Engagement Day - March 6, 2018**

**C. Comments of the Board of Directors**

Esther Hugo would like to commend the School Directors and particularly Ms. Boli who "held down the fort" while Ms. Carr was out on maternity leave.

Chad Eatinger made a comment that we have a strong mission statement and proposed idea of building a "culture code" to ensure our culture is maintained in expansion. Mr. Eatinger referenced an example that's been circulating from Hubspot and will send a link to board members.

Burak Gursel asked about staff retention and will follow up with Ms. Godfrey to share strategies he's familiar with.

Maricela Navarro shared that her son, who graduated from Richmond High last year, and was part of the Robotics team. She suggested we consider starting a robotics or engineering club. Mr. Gursel offered to forward information on a robotics club at his son's school.

**VI. Closing Items**

**A. Schedule of Board of Directors Meetings 2017-2018**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:29 PM.

Respectfully Submitted,

Alicia Malet Klein