



# Making Waves Academy

## Minutes

### October MWA Board Meeting

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#### Date and Time

Thursday October 25, 2018 at 11:00 AM

#### Location

4123 Lakeside Dr, Richmond, CA (US Library)

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#### VIDEO-CONFERENCE LINE INFORMATION:

Please join the meeting from your computer, tablet or smartphone using the following link:

<https://global.gotomeeting.com/join/799540317>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 799-540-317

**First GoToMeeting?** Conduct a quick system check: <https://link.gotomeeting.com/system-check>

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#### Directors Present

Alicia Malet Klein, Burak Gursel, Daryle Morgan (remote), Esther Hugo, Jessica Laughlin, Maricela Navarro

#### Directors Absent

Chad Eatinger, Eric Abrams

#### Guests Present

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Ahija Moore, Amanda Medress, Amy Hyde, Aurelio Garcia, Ben Calvert, Caitlin Shelburne, Carmen Velarde, Celeste Huizar, Chrissy Godfrey, Damon Edwards, Darcy Heppenstall, Debora Basso, Eleanor Boli, Elizabeth Martinez, Eva Yabar, Hung Mai, Jake Zellner, Jennifer Pellegrine, Jon Siapno, Kadijah Brown, Kara Alhadeff, Karen Snider, LaMario Sales, Maria Arechiga, Mason Persina, Michael Delphin, Michelle Chen, Nicole Rodden, Priscilla Mendez, Rachel Navarro, Raynell Crews-Gamez, Ricardo Padilla, Shannon Bowen, Teairra McCoy-Thompson, Tracey Mansfield, Zachary Pascall

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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 Oct 25, 2018 at 11:03 AM.

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

### **C. MWF Board accepted resignation of Eric Abrams from MWA Board**

A. Klein announced.

### **D. MWF Board appointed Maricela Navarro as MWA Board Secretary**

A. Klein announced.

### **E. Closed Session**

Board members participated in closed session on personnel, student discipline and litigation issues.

### **F. Public Comments**

No public comments.

A. Klein shares public comment guidelines per Brown Act.

## **II. Opening Remarks from Board President**

### **A. Adjusting for Successful Growth - Committees and building a KPI dashboard**

A. Klein outlined the need for further buildout of committee structure, a clear KPI dashboard, aggressive recruitment of new members and better on-boarding to best position the organization for coming growth.

#### **Two new committees are being formed:**

Culture and Climate: J. Wind, C. Etinger

Diversity and Inclusion: J. Wind and former board member E. Abrams

Other areas for board member participation were discussed: E. Hugo will help with the dashboard. B. Gursel is interested in assisting with the development of a robotics program. J. Wind will engage with CCC and US Director on CTE pathways.

### **III. Standing Reports**

#### **A. Mission Connection: Chromebook Rollout and Student Experience Panel**

Applied Technology Coordinators, T. Mansfield and M. Williams outlined the success and challenges of the Chromebook rollout for both divisions. Panel of US and MS students shared their perspectives, followed by Q&A with the board and administration. A. Nelson asked for survey to be conducted at the end of the year.

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

E. Ward-Jackson and K. Carr and various members of their teams answered questions related to their written reports.

#### **C. CEO Report & Deep Dive Discussion**

CEO led the board in a discussion on organizational culture and growth.

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

Board praised the new format.

### **IV. Non-Action Items**

#### **A. Sabbatical Policy**

Board reviewed a first draft, procedures document related to eligibility and post-leave requirements, if any, will be forthcoming. Policy is consistent with other industries; board asked for a benchmark against other charters and independent schools since it is a retention tool.

#### **B. California Dashboard Overview & Local Indicators Review**

Director of Compliance V. Caigoy and Data and Online Systems Administrator C. Velarde presented on the revised state dashboard and MWA's likely indicator levels and sub-group performance. Board engaged in discussion with staff, then A. Klein asked if there was any public comment. There was no public comment.

#### **C.**

### **Pittsburg Unified School District -- Charter Petition Update**

Director of Growth C. Ash explained that PUSD denied our charter application, despite great work community building. Next step is to appeal to the current authorizer, CCCOE, timeline TBD.

#### **D. Expansion & Facilities Updates**

COO L. Cole introduced new Middle School Operations Manager, M. Arechiga. Recent move went smoothly thanks to support of many and construction timelines are on track.

#### **E. End-Of-Year Awards & Graduation: Gender Categories**

US Director K. Carr discussed beginning a dialogue around assigning awards by gender. Initial discussion will take place in the newly formed Diversity & Inclusion Committee.

#### **F. Total Rewards and Compensation Study**

MD of Human Resources C. Godfrey presented on current compensation and benefits. Board discussed taking steps to benchmark and adjust to ensure MWA is competitive on hiring and retention. Importance of stressing strong culture/generous resources and holding robust exit interviews were also discussed. Board will review recommendations in January.

#### **G. Public Hearing Announcement: Sufficiency of Textbooks & Instructional Materials - October 25, 2018**

M. Navarro will represent the board at this hearing during the November 8th SSC meeting at 6:30 pm in the Middle School Library.

#### **H. Education Protection Account**

Director of Finance H. Mai reviewed estimated EPA spending for FY19.

### **V. Action Items**

#### **A. Approve Minutes: September 6, 2018**

Burak Gursel made a motion to approve minutes from the Board Meeting on 09-06-18 Board Meeting on 09-06-18.

Esther Hugo seconded the motion.

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

#### **B. Ending the Financial Services Agreement with MWF**

Esther Hugo made the motion to approve.

Maricela Navarro seconded the motion.

The board VOTED unanimously to approve the motion, with A. Klein abstaining.

#### **C.**

### **APEX Learning Contract**

Board engaged in questions about the curriculum and its ability to meet A-G requirements for students. It was clarified that the curriculum does meet requirements.

Jessica Laughlin made a motion to approve.

Burak Gursel seconded the motion.

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

## **VI. Closing Items**

### **A. Reminder: Board Members GreatSchools Review**

### **B. Schedule of Board of Directors Meetings 2018-2019**

- December 13, 2018 11:00 a.m. - 2:00 p.m.
- January 31, 2019 11:00 a.m. - 2:00 p.m.
- March 14, 2019 11:00 a.m. - 2:00 p.m.
- May 2, 2019 11:00 a.m. - 2:00 p.m.
- June 13, 2019 11:00 a.m. - 2:00 p.m.

### **C. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:00 PM.

Respectfully Submitted,  
Elizabeth Martinez