

APPROVED



# Making Waves Academy

## Minutes

### May MWA Board Meeting

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#### Date and Time

Thursday May 21, 2020 at 4:30 PM

#### Location

You can join the meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/MWABoard>

You can also dial in using your phone.

United States: +1 (224) 501-3412

Access Code: 967-255-093

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If you have questions about the board agenda and materials or you are in need of disability-related accommodations, please contact:

*Si tiene preguntas sobre la agenda y materiales de la junta o necesita adaptaciones relacionadas con la discapacidad, comuníquese con:*

**Elizabeth Martinez at [emartinez@mwacademy.org](mailto:emartinez@mwacademy.org) or 510-227-9856.**

In accordance with Executive Order N-25-20 in the State of California, we will be hosting this board meeting via teleconference.

#### Public Comment

- The public may address the MWA Board regarding any item within the subject-matter jurisdiction of the MWA governing board.
  - Under Public Comment, members of the public may
    - Comment on items on the agenda
    - Comment on items not on the agenda
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- **Presentations are limited to two minutes each**, or a total of twenty minutes for all speakers, or the two-minute limit may be shortened.
- In accordance to the Brown Act, the MWA Board may listen to comments, but can neither discuss nor take action on the topics presented. Members of the board are very limited in their response to statements or questions by persons commenting on items not on the agenda.
- **Speakers should submit a request to speak using one of the methods below:**
  - **To submit a request during the meeting:** *send a direct message through the chat function to Elizabeth Martinez before the beginning of public comment for general public comment and before board discussion commences following staff presentations. Speaker requests will not be accepted for an item once the board has begun their discussion.*
  - **To submit a request before the meeting:** *send an email to emartinez@mwacademy.org, please indicate if it is a general public comment for the beginning of the meeting or a comment for a specific agenda item (please include the item number).*
- Under SB1036 the minutes from this meeting will omit student and parent names and other directory information, except as required by judicial order or federal law. If a parent/legal guardian wishes a name be included, one must inform the board prior to their public comment.

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accommodations, please contact:

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Elizabeth Martinez at emartinez@mwacademy.org or 510-227-9856.

Please note that all agenda times are estimates.

[To Access the Agenda in Spanish CLICK HERE](#)

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#### **Directors Present**

Alicia Klein (remote), Burak Gursel (remote), Esther Hugo (remote), Jessica Laughlin (remote), Layla Naranjo (remote), Margaret Watson (remote), Maricela Navarro (remote)

#### **Directors Absent**

Daryle Morgan

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## **Guests Present**

Alton B. Nelson Jr. (remote), Damon Edwards, Elizabeth Martinez, Evangelia Ward-Jackson (remote)

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## **I. Opening Items**

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

Alicia Klein called a meeting of the board of directors of Making Waves Academy to order on Thursday May 21, 2020 at 4:35 PM.

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

### **C. Public Comment**

No public comment was made.

## **II. Standing Reports**

### **A. Compliance to Excellence: Remarks by Board President**

Board President acknowledged school's response to the pandemic.

### **B. Q & A on Associated Student Body Report**

Board engaged in Q & A with Associated Student Body (ASB) Vice President who shared successes and challenges.

ASB is conducting some of their activities virtually including spirit week.

### **C. Mission Connection: Meal Distribution Panel**

Board engaged in Q & A with a panel of staff members who are supporting meal distribution.

Panel discussed the ways in which their role has changed to support students ad families during the campus closure.

Board thanked the staff members for their service in providing meals during the campus closure.

### **D. Deep Dive: Distance Learning**

Board engaged in Q & A with a panel of parents, students, and faculty.

Panel shared their experience with distance learning during the campus closure.

**E. Q & A on Senior School Director Written Report**

Board asked questions regarding the school report.

- Directors of Curriculum and Instruction answered questions regarding distance learning data.
- Deans of Students answered questions regarding socio-emotional support.

**F. Q & A on CEO Written Report**

Board asked questions regarding the CEO's written report.

**G. Q&A on Finance Written Report**

Chief Financial Officer, Wallace Wei, provided an overview of the impact of the CA Governor's May revise on the MWA 2020-2021 budget.

Board asked questions regarding the finance written report.

**H. Committee and Advisory Committee Updates**

The Diversity, Equity, and Inclusion Committee as well as the Culture & Climate Committee provided updates to the board.

**I. School Site Council Update**

No update was given.

**III. Non-Action Items**

**A. Curriculum Review Advisory Committee Presentation**

Board member, Esther Hugo, provided a summary of the spring Curriculum Review Advisory Committee.

**B. Talent Team Update**

Board asked questions regarding the written Talent Team report which recapitulated the spring recruiting season.

**IV. Action Items**

**A. Board Minutes: March 19, 2020 Board Meeting**

Burak Gursel made a motion to approve the minutes from March MWA Board Meeting on 03-19-20.

Esther Hugo seconded the motion.

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

**Roll Call**

Esther Hugo	Aye
Layla Naranjo	Aye
Margaret Watson	Aye
Daryle Morgan	Absent
Jessica Laughlin	Aye
Burak Gursel	Aye
Maricela Navarro	Aye
Alicia Klein	Aye

**B. Accept Minutes for Committees and Advisory Committees**

Maricela Navarro made a motion to approve the minutes from Finance Advisory Committee on 04-30-20.

Margaret Watson seconded the motion.

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

**Roll Call**

Margaret Watson	Aye
Layla Naranjo	Aye
Maricela Navarro	Aye
Alicia Klein	Aye
Esther Hugo	Aye
Daryle Morgan	Absent
Jessica Laughlin	Aye
Burak Gursel	Aye

**C. Board Minutes: Special Board Meetings**

Maricela Navarro made a motion to approve.

Margaret Watson seconded the motion.

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

**Roll Call**

Jessica Laughlin	Aye
Maricela Navarro	Aye
Daryle Morgan	Absent
Margaret Watson	Aye
Layla Naranjo	Aye
Burak Gursel	Aye
Esther Hugo	Aye
Alicia Klein	Aye

**D.**

### **FY 2020-2021 Budget**

Burak Gursel made a motion to approve.  
Esther Hugo seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

Alicia Klein Aye  
Jessica Laughlin Aye  
Maricela Navarro Aye  
Burak Gursel Aye  
Esther Hugo Aye  
Daryle Morgan Absent  
Margaret Watson Aye  
Layla Naranjo Aye

### **E. LCAP Operations Update**

Jessica Laughlin made a motion to accept the LCAP Operations Update.  
Burak Gursel seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

Jessica Laughlin Aye  
Layla Naranjo Aye  
Alicia Klein Aye  
Daryle Morgan Absent  
Esther Hugo Aye  
Burak Gursel Aye  
Maricela Navarro Aye  
Margaret Watson Aye

### **F. 2020-2021 Student-Parent/Guardian Handbook**

Jessica Laughlin made a motion to approve.  
Esther Hugo seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

Burak Gursel Aye  
Esther Hugo Aye  
Maricela Navarro Aye  
Daryle Morgan Absent  
Jessica Laughlin Aye  
Alicia Klein Aye  
Layla Naranjo Aye  
Margaret Watson Aye

### **G. 2020-2021 Employee Handbook**

Alicia Klein made a motion to approve.  
Esther Hugo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Daryle Morgan Absent  
Alicia Klein Aye  
Burak Gursel Aye  
Margaret Watson Aye  
Esther Hugo Aye  
Maricela Navarro Aye  
Jessica Laughlin Aye  
Layla Naranjo Aye

**H. Revision to Board Policy 5**

Item was pulled from the agenda.

**I. Instructional Minutes 2020-2021**

Jessica Laughlin made a motion to approve.  
Burak Gursel seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Esther Hugo Aye  
Burak Gursel Aye  
Layla Naranjo Aye  
Alicia Klein Aye  
Daryle Morgan Absent  
Margaret Watson Aye  
Maricela Navarro Aye  
Jessica Laughlin Aye

**J. Bell Schedules (2020-2021)**

Esther Hugo made a motion to approve.  
Jessica Laughlin seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Maricela Navarro Aye  
Esther Hugo Aye  
Margaret Watson Aye  
Jessica Laughlin Aye  
Burak Gursel Aye  
Layla Naranjo Aye  
Alicia Klein Aye  
Daryle Morgan Absent

**K. Academic Calendar 2020-2021**

Maricela Navarro made a motion to approve.

Burak Gursel seconded the motion.

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

**Roll Call**

Layla Naranjo	Aye
Daryle Morgan	Absent
Burak Gursel	Aye
Margaret Watson	Aye
Maricela Navarro	Aye
Jessica Laughlin	Aye
Alicia Klein	Aye
Esther Hugo	Aye

**L. Nob Hill Catering, Inc. Renewal**

Margaret Watson made a motion to approve.

Jessica Laughlin seconded the motion.

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

**Roll Call**

Layla Naranjo	Aye
Burak Gursel	Aye
Esther Hugo	Aye
Jessica Laughlin	Aye
Margaret Watson	Aye
Maricela Navarro	Aye
Alicia Klein	Aye
Daryle Morgan	Absent

**M. iXL Contract**

Maricela Navarro made a motion to approve.

Esther Hugo seconded the motion.

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

**Roll Call**

Esther Hugo	Aye
Jessica Laughlin	Aye
Layla Naranjo	Aye
Alicia Klein	Aye
Maricela Navarro	Aye
Burak Gursel	Aye
Daryle Morgan	Absent
Margaret Watson	Aye

**N.**



### **Student Technology Acceptable Use Policy**

Burak Gursel made a motion to approve.  
Jessica Laughlin seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

Daryle Morgan	Absent
Esther Hugo	Aye
Burak Gursel	Aye
Alicia Klein	Aye
Jessica Laughlin	Aye
Margaret Watson	Aye
Maricela Navarro	Aye
Layla Naranjo	Aye

### **O. Policy on Chromebook Insurance**

Margaret Watson made a motion to approve.  
Jessica Laughlin seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

Burak Gursel	Aye
Jessica Laughlin	Aye
Margaret Watson	Aye
Layla Naranjo	Aye
Esther Hugo	Aye
Daryle Morgan	Absent
Alicia Klein	Aye
Maricela Navarro	Aye

### **P. Anchor Solutions Renewal**

Margaret Watson made a motion to approve.  
Burak Gursel seconded the motion.  
Director of Special Education is to send rate sheets to the board members.  
The board **VOTED** to approve the motion.

#### **Roll Call**

Esther Hugo	Aye
Jessica Laughlin	Aye
Burak Gursel	Aye
Maricela Navarro	Aye
Daryle Morgan	Absent
Margaret Watson	Aye
Alicia Klein	Aye
Layla Naranjo	Aye

## **V. Consent Action Items**

### **A. Vote**

Maricela Navarro made a motion to approve the consent items.

Burak Gursel seconded the motion.

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

#### **Roll Call**

Daryle Morgan    Absent

Layla Naranjo    Aye

Esther Hugo      Aye

Margaret Watson Aye

Jessica Laughlin Aye

Alicia Klein      Aye

Maricela Navarro Aye

Burak Gursel     Aye

### **B. CCCOE Teacher Induction Program MOU**

### **C. Teach for America (TFA) Memorandum of Understanding Renewal**

### **D. Master Contract Renewal: 2020-2021 SPED Services**

### **E. Speech Pathology Group (SPG) Renewal**

### **F. Arthur J. Gallagher - 2020-21 Catastrophic Student Accident Insurance Renewal**

### **G. LBM Business Services Renewal**

### **H. Gaggle Renewal**

### **I. OKTA Renewal**

### **J. Cisco Renewal**

### **K. SolarWinds Service Desk Renewal**

### **L. Altura Renewal**

### **M. Vendor Invoices (Nov 2018-Apr 2019)**

## **VI. Closing Items**

### **A. Schedule of Board of Directors Meetings 2019-2020**

Next board meeting will be held on June 18th, 2020 from 11:00 am - 1:00 pm

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:15 PM.

Respectfully Submitted,  
Elizabeth Martinez