

APPROVED



## Making Waves Academy

# Minutes

## September Board Meeting

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### Date and Time

Thursday September 10, 2020 at 10:30 AM

### Location

Please click the link below to join the webinar:

<https://mwacademy.zoom.us/j/84775481330?pwd=eExrVXhCNkFiZTlXWTdESGkvTGJVZz09>

**Passcode: 637777**

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833

Webinar ID: 847 7548 1330

Passcode: 637777

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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

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- 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
  - ***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.
- ***While meetings are held virtually, speakers must submit a request to speak before 9:00 AM on the day of the board meeting.***
  - *To submit your public comment, **send your full public comment in email to emartinez@mwacademy.org** in English or Spanish.*
  - *Your submission should 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).*
  - *All submitted public comments will be read out loud during the board meeting.*
- 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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Please note that all agenda times are estimates.

[CLICK HERE to access agenda in Spanish](#)

[HAGA CLIC AQUÍ para acceder a la agenda en español](#)

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### **Directors Present**

Alicia Klein (remote), Esther Hugo (remote), Jessica Laughlin (remote), Margaret Watson (remote), Maricela Navarro (remote)

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## **Directors Absent**

Burak Gursel, Daryle Morgan, Layla Naranjo

## **Guests Present**

Alton B. Nelson Jr. (remote), Elizabeth Martinez (remote), 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 Sep 10, 2020 at 10:38 AM.

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

### **C. Public Comment**

Two public comments were made, one comment was made by MWA parent, Petronila Fernandes who requested that her name be reflected in the minutes.

### **D. Closed Session**

Board adjourned to closed session, no action was taken.

## **II. Standing Reports**

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

Board acknowledged the efforts that MWA put towards perfecting distance learning so that we could do it well.

### **B. Mission Connection: Insight on Phased School Reopening**

Board viewed video reflections from a parent, teacher and students about their experience coming back to school virtually.

### **C. Deep Dive: School Reopening Plans**

Board engaged in a discussion with Discussion with: Alton B. Nelson Jr., Chief Executive Officer, Elizabeth Martinez, Chief of Staff, and Dr. Evangelia Ward-Jackson, Senior School Director about the school relaunch plans and phases. Specific topics covered were:

- Markers that will be used to move in between phases.
- Phased approach towards in-person learning.

Senior School Director reviewed the document titled, Markers for Phased-In Approach to On-Site Learning.

**D. Senior School Director Written Report**

Board asked questions about the Senior School Director Report which provided an overview of the school year's launch and the Deans' Office approach during distance learning.

**E. CEO Report**

Board asked questions about the CEO Report.

**F. Chief of Staff and Acting Director of Human Resources Report**

Board asked questions about the Chief of Staff and Acting Director of Human Resources Report.

**G. Q&A on Written Finance Report (CFO)**

CFO, Wallace Wei gave an update on the enrollment growth cap which has been lifted after a bill passed last week.

No questions were asked about the CFO report.

**H. ASB Written Update**

Student Activities Coordinator provided an update on student elections.

**III. Non-Action Items**

**A. Committee and Advisory Committee Updates**

Jess Laughlin provided an update on the Diversity, Equity and Inclusion committee.

**B. Building a Virtual School: An IT Perspective**

Board engaged in discussion with:

- Carmen Velarde, Compliance and Data Systems Administrator
- Athena Draper, Director of IT
- Michael Williams, Director of Applied Technology

Topics covered were new learnings, challenges, and priorities involved in building a virtual school.

**C. Learning Continuity and Attendance Plan Public Hearing**

- No public comment was made.

- Board engaged in discussion with the Senior School Director, the Senior Director of Academic Instruction, and the Director of the Holistic Support Services Center.

#### IV. Action Items

##### A. Board Minutes: June 18, 2020 Board Meeting

Jessica Laughlin made a motion to approve the minutes from June Board Meeting on 06-18-20.

Margaret Watson seconded the motion.

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

##### Roll Call

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

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

Esther Hugo made a motion to accept the committee and advisory committee minutes.

Maricela Navarro seconded the motion.

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

##### Roll Call

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

##### C. Approve Minutes for Special Board Meetings

Margaret Watson made a motion to approve the minutes from Special Board Meeting on 04-09-20.

Esther Hugo seconded the motion.

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

##### Roll Call

Burak Gursel	Absent
Esther Hugo	Aye
Maricela Navarro	Aye

**Roll Call**

Jessica Laughlin Aye  
Daryle Morgan Absent  
Alicia Klein Aye  
Margaret Watson Aye  
Layla Naranjo Absent

**D. Approve Minutes for Special Board Meetings**

Margaret Watson made a motion to approve the minutes from Special Board Meeting on 04-15-20.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**E. Approve Minutes for Special Board Meetings**

Margaret Watson made a motion to approve the minutes from Special Board Meeting on 04-29-20.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**F. Approve Minutes for Special Board Meetings**

Margaret Watson made a motion to approve the minutes from Special Board Meeting on 07-07-20.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**G. Approve Minutes for Special Board Meetings**

Margaret Watson made a motion to approve the minutes from Special Board Meeting on 07-23-20.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**H. Unaudited Actuals**

Jessica Laughlin made a motion to approve the unaudited actuals.

Maricela Navarro seconded the motion.

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

**Roll Call**

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

**I. Set Special Board Meeting Date: Learning Continuity and Attendance Plan Hearing Part 2**

Meeting is set for September 24th, 2020, 12:30-1:00 PM.

**J.**

### **Cross Country Ed Contract**

Esther Hugo made a motion to approve the Cross Country Ed Contract.

Maricela Navarro seconded the motion.

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

#### **Roll Call**

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

### **K. Declaration of Need for Certificated Employees**

Margaret Watson made a motion to assign E. Martinez as the designee to file the Declaration of Need.

Esther Hugo seconded the motion.

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

#### **Roll Call**

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

### **L. Education Protection Account (EPA)**

Maricela Navarro made a motion to approve the EPA.

Esther Hugo seconded the motion.

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

#### **Roll Call**

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

### **M.**



### **T-Mobile Hotspots**

Jessica Laughlin made a motion to approve the T-Mobile Hotspots.

Margaret Watson seconded the motion.

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

#### **Roll Call**

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

### **N. Vendor Invoices (May 2020 – July 2020)**

Margaret Watson made a motion to approve vendor invoices.

Maricela Navarro seconded the motion.

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

#### **Roll Call**

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

### **V. Consent Action Items**

#### **A. Consent Item Votes**

Jessica Laughlin made a motion to approve consent items with a fiscal impact of \$61,539.

Esther Hugo seconded the motion.

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

#### **Roll Call**

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

**Roll Call**

Jessica Laughlin Aye

**B. CircleUp Ed Renewal**

**C. Newsela Renewal**

**D. Microsoft License Renewal**

**VI. Discussion Items**

**A. Appreciations by the Board of Directors**

Board and school leaders shared appreciations.

**VII. Closing Items**

**A. Schedule of Board of Directors Meetings 2020-2021**

Regular Board Meetings

- October 15, 2020
- December 10, 2020
- February 4, 2021
- March 11, 2021
- May 6, 2021
- June 17, 2021

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:46 PM.

Respectfully Submitted,  
Elizabeth Martinez