

APPROVED



# Making Waves Academy

## Minutes

### December Board Meeting

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#### Date and Time

Thursday December 10, 2020 at 10:30 AM

#### Location

<https://mwacademy.zoom.us/j/83455604328?pwd=aG1IRThUTIAvSmdQalJGVmVsVWE5UT09>

Passcode: 655489

Or iPhone one-tap :

US: +16699006833,,83455604328#,,,,,0#,,655489# or  
+12532158782,,83455604328#,,,,,0#,,655489#

Or Telephone:

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

US: +1 669 900 6833

Webinar ID: 834 5560 4328

Passcode: 655489

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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
  - ***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.***
  - ***Send your request to speak by email to [emartinez@mwacademy.org](mailto: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).*
    - *include your name so that you can be called when it is your turn to speak.*
  - *During the meeting, we will call your name and you should use the "raise hand" feature to identify yourself.*
- 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.**

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## Directors Present

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Alicia Malet Klein (remote), Burak Gursel (remote), Esther Hugo (remote), Jessica Laughlin (remote), Layla Naranjo (remote)

### **Directors Absent**

Margaret Watson, Maricela Navarro

### **Directors who left before the meeting adjourned**

Jessica Laughlin

### **Guests Present**

Alton B. Nelson Jr. (remote), Elizabeth Martinez (remote), Evangelia Ward-Jackson (remote), Gabe Manion (remote), Mathilde de la Calle (remote)

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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 Dec 10, 2020 at 10:40 AM.

### **B. MWA Board accepts resignation of Daryle Morgan from the MWA Board**

Please accept this letter as notice of my resignation from the Making Waves Academy Board, effective December 1, 2020.

It has been my honor to work with and on behalf of the students, families, staff, faculty, and MWA/MWF boards for the past several years.

Please share my best wishes for continued success on this journey.

Thank you,

Daryle Morgan

### **C. Record Attendance and Guests**

### **D. Public Comment**

No public comment was made.

### **E. Closed Session**

No action was taken during closed session.

## **II. Standing Reports**

### **A.**

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

- Board President introduced the Board Fellows who provided an update on their project. The focus of their project is on institutionalizing innovation at Making Waves Academy.
- Board President introduced the Parent Council which will be launching next week. The Parent Council is comprised of parent leaders and is a space for them to engage in discussion with the board and MWA leadership.

### **B. Mission Connection: Video Reflections**

Board viewed student video reflections regarding the current college application season.

### **C. Deep Dive: College Admissions During a Pandemic**

Jon Siapno, Director of College and Career Center provided an overview of the current context under which students are applying to colleges.

Board engaged in discussion with Jon Siapno about what must evolve in MWA's offerings to optimize for positive life outcomes for MWA students.

### **D. ASB Written Update**

ASB President and Vice President engaged in discussion with the board who asked questions about the ASB Written update.

### **E. Senior School Director Written Report**

Board asked questions regarding the Senior School Director Report regarding alumni engagement and College and Career Counseling programming related to the MWA Strategic Plan and Advisory.

Jessica Laughlin left.

### **F. CEO Report**

Board asked questions about the CEO report regarding his annual goals and charter school landscape post election.

### **G. Chief of Staff and Acting Director of Human Resources Report**

Board asked questions about the Chief of Staff report regarding COVID-19 cases and the leadership changes in Human Resources.

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

Board asked questions about the Finance Report including questions about state funding deferrals and audit findings.

### **I.**

### **School Site Council (SSC) Update**

Senior School Director provided an update on the latest School Site Council meeting which included updates on title funds, sufficiency of textbooks, and School Site Council elections. A new SSC President will be announced in the near future.

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

### **A. Committee and Advisory Committee Updates**

Board members provided brief updates regarding the Finance and Audit Advisory Committees.

### **B. Standing School Reopening Update**

Dr. Evangelia Ward-Jackson, Senior School Director, provided a brief update on where we are in the School's reopening plans.

### **C. School Culture and Family Engagement**

Raynell Crews-Gamez, Director of School Culture and Family Engagement, provided an overview of her role this academic year.

### **D. Board Reading Assignment**

Board President introduced the board reading assignment, "Caste: The Origins of Our Discontents" by Isabel Wilkerson.

### **E. Curriculum Review Committee**

Board Member, Esther Hugo, provided a summary of the Fall Curriculum Review Committee related to:

- Math
- History
- College and Career
- Sex Education

## **IV. Action Items**

### **A. Board Minutes: October 15, 2020 Board Meeting**

Layla Naranjo made a motion to approve the minutes from October Board Meeting on 10-15-20.

Burak Gursel seconded the motion.

Approved pending edit to item II.A .

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

**Roll Call**

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

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

**C. Curriculum Review Committee Minutes**

Esther Hugo made a motion to accept the minutes from Fall Curriculum Review Committee on 10-22-20.

Layla Naranjo seconded the motion.

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

**Roll Call**

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

**D. Audit Advisory Committee Minutes**

Esther Hugo made a motion to accept the minutes from Audit Committee on 11-19-20.

Layla Naranjo seconded the motion.

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

**Roll Call**

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

**E. Finance Advisory Committee Minutes**

Esther Hugo made a motion to accept the minutes from Finance Advisory Committee on 11-19-20.

Layla Naranjo seconded the motion.

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

**Roll Call**

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

**F. Budget Overview for Parents**

Layla Naranjo made a motion to approve the budget overview pending an additional addendum that breaks down the financials further.

Burak Gursel seconded the motion.

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

**Roll Call**

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

**G. First Interim Budget (2020-2021)**

Esther Hugo made a motion to approve the First Interim Budget.

Layla Naranjo seconded the motion.

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

**Roll Call**

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

**H. Data Classification Policy and Protection Guidelines**

Burak Gursel made a motion to approve the Data Classification Policy and Protection Guidelines.

Esther Hugo seconded the motion.

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

**Roll Call**

Margaret Watson Absent

**Roll Call**

Esther Hugo      Aye  
Alicia Malet Klein   Aye  
Burak Gursel      Aye  
Maricela Navarro   Absent  
Jessica Laughlin   Absent  
Layla Naranjo      Aye

**I. Student Chromebook Fleet Replacement**

Esther Hugo made a motion to approve the expense for the Student Chromebook Fleet Replacement.

Burak Gursel seconded the motion.

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

**Roll Call**

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

**J. Faculty, Student, and Parent Holistic Support Services**

Layla Naranjo made a motion to approve the agreement with Seeds of Awareness.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**K. Charter SELPA Local Plan Section B & Participation Agreement**

Esther Hugo made a motion to approve the Charter SELPA Local Plan Section B & Participation Agreement.

Burak Gursel seconded the motion.

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

**Roll Call**

Maricela Navarro   Absent  
Margaret Watson   Absent

**Roll Call**

Layla Naranjo     Aye  
Alicia Malet Klein   Aye  
Burak Gursel     Aye  
Esther Hugo     Aye  
Jessica Laughlin   Absent

**L. Student Recruitment Postcard Print Job**

Esther Hugo made a motion to approve the Student Recruitment Postcard Print Job.  
Layla Naranjo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**M. Independent Contractor Agreement for Credential Services**

Esther Hugo made a motion to Independent Contractor Agreement for Credential Services.  
Burak Gursel seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**V. Discussion Items**

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

Board acknowledged the organization for the way that they have shown up during the pandemic and shared appreciations.

**VI. Closing Items**

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

- January 28, 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 1:56 PM.

Respectfully Submitted,  
Elizabeth Martinez