

APPROVED



## Making Waves Academy

### Minutes

#### March Board Meeting

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#### Date and Time

Thursday March 11, 2021 at 10:30 AM

#### Location

Please click the link below to join the webinar:

<https://mwacademy.zoom.us/j/82122236725?pwd=UG4zdnRQZ0EzcVhZM2pzTEgyRVhqdz09>

Passcode: 299491

Or iPhone one-tap :

US: +16699006833,,82122236725#,,,,\*299491# or  
+13462487799,,82122236725#,,,,\*299491#

Or Telephone:

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

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 436 2866 or +1  
301 715 8592 or +1 312 626 6799

Webinar ID: 821 2223 6725

Passcode: 299491

International numbers available: <https://mwacademy.zoom.us/j/82122236725>

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

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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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*discapacidad, comuníquese con:*

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

**Please note that all agenda times are estimates.**

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### **Directors Present**

Alicia Klein (remote), Burak Gursel (remote), Carlos-Manuel Chavarria (remote), Esther Hugo (remote), Janis Glover (remote), Jessica Laughlin (remote), Layla Naranjo (remote), Margaret Watson (remote)

### **Directors Absent**

Maricela Navarro

### **Directors who arrived after the meeting opened**

Carlos-Manuel Chavarria

### **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 Klein called a meeting of the board of directors of Making Waves Academy to order on Thursday Mar 11, 2021 at 10:33 AM.

### **B. Record Attendance**

### **C. Public Comment**

Public comment was made by a student regarding advocacy for in-person graduation.

## **II. Standing Reports**

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

Board President made comments and updates regarding:

- Imbedding Innovation
- Alignment with MWF: work continues between the College and Alumni Program and the College and Career Center to improve college success outcomes
- Commitment to Racial Justice: MWA continues to be committed to racial justice through a number of initiatives like the Black & African-American Academic Achievement Initiative, staff trainings, and statements that MWA has made throughout 2020.
- Board "Engagement" Site that will be launched in mid-March

### **B. Mission Connection: Black History Month Acknowledgement**

Board viewed a video with an acknowledgement of Black History following Black History Month.

Carlos-Manuel Chavarria arrived at 10:45 AM.

**C. Deep Dive: Key Avenues for Promoting Innovation**

UC Berkeley Board Fellows, Mathilde de la Calle and Gabe Manion, engaged in a discussion with the board regarding their project on Promoting Innovation at MWA. The discussion included:

- Key findings from their internal diagnostic of MWA
- Findings from their research of other schools and organizations
- Brainstorm on key strategic questions
- MWA's current state of innovation and where they would like to be

**D. ASB Update**

ASB and BSU leaders engaged in a discussion with the board on successes, challenges, and priorities.

**E. Senior School Director Written Report**

Board asked questions regarding the Senior School Director report which highlighted the Center for Holistic Services and their role working with Students During Distance Learning. Board engaged in discussion with Brandon Greene, Director of the Center for Holistic Support Services and Eric Mingo, Senior Dean of Students.

**F. CEO Report**

Board asked questions regarding the CEO report which highlighted:

- Approach to phased reopening in the current climate
- Update on annual goals

**G. Q&A on Written Chief of Staff Report (COS)**

Board asked questions regarding the Chief of Staff report which highlighted the Intent to Return Process.

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

No questions were asked regarding the CFO report.

**I. School Site Council (SSC) Update**

SSC President, Latiphony Wells, provided an update on the latest SSC Meeting including:

- Parent training on access to meeting materials (agendas, minutes, etc)
- Single Plan for Student Achievement (SPSA)
- College and Alumni Program scholarship updates
- Student representative elections for SSC for the upcoming year are taking place this academic year

### III. Non-Action Items

#### A. Committee and Advisory Committee Updates

Board asked questions about the DEI and Culture & Climate Advisory Committees.

#### B. Standing School Reopening Update

Board engaged in a discussion with the Senior School Director, the Chief Executive Officer and Chief of Staff regarding school reopening. Specifically, the discussion focused on a shift in the reopening plans to prioritize 5th and 6th grade for in-person learning.

#### C. Annual Board Book Discussion

Board engaged in discussion regarding, Isabel Wilkerson's *Caste* and its relevance to the work of MWA.

#### D. Board Commitment Form & Form 700s for 2020

Board members were asked to complete and return their Board Commitment Forms and Form 700s for 2020.

#### E. Non-Public School Placement Fiscal Update

Board received an update on the fiscal impact for the non-public school placement that was approved at the January 28, 2021 board meeting.

### IV. Action Items

#### A. Board Member Term Renewals

Esther Hugo made a motion to renew the board member terms for: Jessica Laughlin, Margaret Watson and Burak Gursel.

Carlos-Manuel Chavarria seconded the motion.

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

#### Roll Call

|                         |         |
|-------------------------|---------|
| Jessica Laughlin        | Abstain |
| Carlos-Manuel Chavarria | Aye     |
| Layla Naranjo           | Aye     |
| Burak Gursel            | Abstain |
| Margaret Watson         | Abstain |

**Roll Call**

|                  |        |
|------------------|--------|
| Alicia Klein     | Aye    |
| Esther Hugo      | Aye    |
| Maricela Navarro | Absent |
| Janis Glover     | Aye    |

**B. Board Minutes: January 28, 2021 Board Meeting**

Burak Gursel made a motion to approve the minutes from January Board Meeting on 01-28-21.

Esther Hugo seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Burak Gursel            | Aye    |
| Layla Naranjo           | Aye    |
| Esther Hugo             | Aye    |
| Alicia Klein            | Aye    |
| Jessica Laughlin        | Aye    |
| Margaret Watson         | Aye    |
| Maricela Navarro        | Absent |
| Janis Glover            | Aye    |
| Carlos-Manuel Chavarria | Aye    |

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

**D. Finance Advisory Committee Minutes**

Jessica Laughlin made a motion to accept the minutes from Finance Advisory Committee on 02-25-21.

Margaret Watson seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Esther Hugo             | Aye    |
| Jessica Laughlin        | Aye    |
| Janis Glover            | Aye    |
| Alicia Klein            | Aye    |
| Burak Gursel            | Aye    |
| Carlos-Manuel Chavarria | Aye    |
| Layla Naranjo           | Aye    |
| Maricela Navarro        | Absent |
| Margaret Watson         | Aye    |

**E. Audit Committee Minutes**

Esther Hugo made a motion to accept the minutes from Audit Committee on 02-18-21.

Burak Gursel seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Margaret Watson         | Aye    |
| Maricela Navarro        | Absent |
| Layla Naranjo           | Aye    |
| Janis Glover            | Aye    |
| Alicia Klein            | Aye    |
| Burak Gursel            | Aye    |
| Jessica Laughlin        | Aye    |
| Esther Hugo             | Aye    |
| Carlos-Manuel Chavarria | Aye    |

**F. Second Interim Budget (2020-2021)**

Carlos-Manuel Chavarria made a motion to approve the Second Interim Budget (2020-2021).

Burak Gursel seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Burak Gursel            | Aye    |
| Jessica Laughlin        | Aye    |
| Margaret Watson         | Aye    |
| Maricela Navarro        | Absent |
| Alicia Klein            | Aye    |
| Esther Hugo             | Aye    |
| Layla Naranjo           | Aye    |
| Janis Glover            | Aye    |
| Carlos-Manuel Chavarria | Aye    |

**G. Auditor Engagement Letters**

Margaret Watson made a motion to approve the Auditor Engagement Letters.

Layla Naranjo seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Alicia Klein            | Aye    |
| Esther Hugo             | Aye    |
| Maricela Navarro        | Absent |
| Margaret Watson         | Aye    |
| Carlos-Manuel Chavarria | Aye    |
| Jessica Laughlin        | Aye    |
| Layla Naranjo           | Aye    |
| Burak Gursel            | Aye    |
| Janis Glover            | Aye    |

**H.**

### **2019-20 990 and 199 Tax Return**

Burak Gursel made a motion to approve the 2019-20 990 and 199 Tax Returns.

Janis Glover seconded the motion.

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

#### **Roll Call**

|                         |        |
|-------------------------|--------|
| Janis Glover            | Aye    |
| Maricela Navarro        | Absent |
| Burak Gursel            | Aye    |
| Esther Hugo             | Aye    |
| Jessica Laughlin        | Aye    |
| Margaret Watson         | Aye    |
| Alicia Klein            | Aye    |
| Layla Naranjo           | Aye    |
| Carlos-Manuel Chavarria | Aye    |

### **I. COVID-19 Protocol Support from Maxim Health Services**

Jessica Laughlin made a motion to Maxim Health Services contract not to exceed \$20,000.

Esther Hugo seconded the motion.

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

#### **Roll Call**

|                         |        |
|-------------------------|--------|
| Layla Naranjo           | Aye    |
| Esther Hugo             | Aye    |
| Maricela Navarro        | Absent |
| Carlos-Manuel Chavarria | Aye    |
| Burak Gursel            | Aye    |
| Jessica Laughlin        | Aye    |
| Margaret Watson         | Aye    |
| Alicia Klein            | Aye    |
| Janis Glover            | Aye    |

### **J. Alder Memorandum of Understanding**

Margaret Watson made a motion to approve the Alder Memorandum of Understanding.

Burak Gursel seconded the motion.

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

#### **Roll Call**

|                         |     |
|-------------------------|-----|
| Margaret Watson         | Aye |
| Carlos-Manuel Chavarria | Aye |
| Janis Glover            | Aye |
| Alicia Klein            | Aye |
| Esther Hugo             | Aye |
| Jessica Laughlin        | Aye |
| Layla Naranjo           | Aye |



**Roll Call**

|                  |        |
|------------------|--------|
| Maricela Navarro | Absent |
| Burak Gursel     | Aye    |

**K. Comcast and CDW eRate Agreements**

Jessica Laughlin made a motion to approve the Comcast and CDW eRate Agreements.

Esther Hugo seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Jessica Laughlin        | Aye    |
| Layla Naranjo           | Aye    |
| Carlos-Manuel Chavarria | Aye    |
| Burak Gursel            | Aye    |
| Esther Hugo             | Aye    |
| Maricela Navarro        | Absent |
| Alicia Klein            | Aye    |
| Margaret Watson         | Aye    |
| Janis Glover            | Aye    |

**L. T-Mobile Agreement for Mi-Fi Devices for Students**

Esther Hugo made a motion to approve the T-Mobile Agreement for Mi-Fi Devices for Students.

Carlos-Manuel Chavarria seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Alicia Klein            | Aye    |
| Jessica Laughlin        | Aye    |
| Carlos-Manuel Chavarria | Aye    |
| Maricela Navarro        | Absent |
| Layla Naranjo           | Aye    |
| Margaret Watson         | Aye    |
| Esther Hugo             | Aye    |
| Burak Gursel            | Aye    |
| Janis Glover            | Aye    |

**M. Climate Justice Student Club Resolution**

Esther Hugo made a motion to approve the Climate Justice Student Club Resolution.

Burak Gursel seconded the motion.

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

**Roll Call**

|              |     |
|--------------|-----|
| Burak Gursel | Aye |
| Janis Glover | Aye |
| Alicia Klein | Aye |

**Roll Call**

|                         |        |
|-------------------------|--------|
| Layla Naranjo           | Aye    |
| Esther Hugo             | Aye    |
| Margaret Watson         | Aye    |
| Carlos-Manuel Chavarria | Aye    |
| Jessica Laughlin        | Aye    |
| Maricela Navarro        | Absent |

**V. Consent Action Items**

**A. Vote**

Margaret Watson made a motion to approve the consent items totaling \$47,883.

Jessica Laughlin seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Esther Hugo             | Aye    |
| Carlos-Manuel Chavarria | Aye    |
| Margaret Watson         | Aye    |
| Maricela Navarro        | Absent |
| Burak Gursel            | Aye    |
| Janis Glover            | Aye    |
| Jessica Laughlin        | Aye    |
| Layla Naranjo           | Aye    |
| Alicia Klein            | Aye    |

**B. Sage Intacct Renewal**

**C. Linde Group Invoice for Druva Laptop Backup Service**

**D. Linde Group Invoice for Dell Server Hardware Support Subscription Renewal**

**VI. Closing Items**

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

Remaining Regular Board Meeting Schedule for 2020-2021

- May 6, 2021, 4:00-7:30 PM
- June 17, 2021, 10:30 AM-2:30 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 2:11 PM.

Respectfully Submitted,

Alicia Klein