



# Making Waves Academy

## Minutes

### June Board Meeting

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#### Date and Time

Thursday June 17, 2021 at 10:30 AM

#### Location

[https://mwacademy.zoom.us/j/83066517935?](https://mwacademy.zoom.us/j/83066517935?pwd=R2NaTGZEV3RVNXJXS2VGcUdXb2EwQT09)

[pwd=R2NaTGZEV3RVNXJXS2VGcUdXb2EwQT09](https://mwacademy.zoom.us/j/83066517935?pwd=R2NaTGZEV3RVNXJXS2VGcUdXb2EwQT09)

Passcode: 372337

Or One tap mobile :

US: +16699006833,,83066517935#,,,,\*372337# or +13462487799,,83066517935#,,,,\*372337#

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 +1 312 626 6799 or +1 929

436 2866 or +1 301 715 8592

Webinar ID: 830 6651 7935

Passcode: 372337

International numbers available: <https://mwacademy.zoom.us/j/83066517935?pwd=R2NaTGZEV3RVNXJXS2VGcUdXb2EwQT09>

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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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*relacionadas con la*

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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

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Alicia Malet 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**

*None*

**Directors who left before the meeting adjourned**

Layla Naranjo

**Guests Present**

Alton B. Nelson Jr. (remote), Ashley Yarbrough (remote), Elizabeth Martinez (remote), Evangelia Ward-Jackson (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 Jun 17, 2021 at 10:33 AM.

**B. MWA Board accepts resignation of Maricela Navarro from the MWA Board**

MWA Board accepts resignation of Maricela Navarro from the MWA Board who is stepping down after her daughter's graduation from Making Waves Academy.

**C. Record Attendance**

**D. Closed Session**

MWA Board adjourned from closed session, no action was taken.

**E. Public Comment**

No requests for public comments were received.

**II. Standing Reports**

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

- MWA Board and MWA staff acknowledged Maricela Navarro's service as a board member.
- Board Candidate Ana Barron, parent of a student in the 20th Wave, was introduced.
- Alicia Malet Klein (Board President), Jessica Wind (chair of the DEI Advisory Committee), Layla Naranjo and Margaret Watson (chairs of the Culture and

Climate Advisory Committee) made comments regarding recent issues related to diversity, equity and inclusion.

- Board issued a commendation for 18th Wave graduate Gabriel Arteaga, who did not miss a single day in his eight years at MWA.

#### **B. Mission Connection: Promotion and Graduation**

Video recap of senior graduation was shared. The recording was suspended during this segment to protect the privacy of students.

#### **C. Deep Dive: FY22 Budget**

The CEO, CFO and Board President presented an analysis of next year's budget and board members asked questions. The presentation covered:

- Current year per-pupil spending at MWA
- FY22 Budget highlights
- Expenditure and revenue breakdowns, including proportions of government and philanthropic funding.

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

- Board asked questions about the written ASB update.
- Board asked for an update on clubs in the fall from ASB.

#### **E. Senior School Director Written Report: Reflections on the Year**

Board asked questions regarding the Senior School Director report and the Athletics Update from Jeff Hazel, MWA Athletics Director.

#### **F. CEO Report**

Board asked questions about the CEO report, which included reflections on the year and college acceptance data and trend analyses.

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

Board asked questions about the Chief of Staff report, which focused on the results of the staff survey and next steps.

Board President noted for the recording that there were no requests for public comment for this board meeting.

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

There were no questions about the written finance report.

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

Board members thanked SSC President Wells (not present) for the written report and her service. Questions about the report should be forwarded to Senior School Director, Dr. Evangelia Ward-Jackson.

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

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

Board Member, Esther Hugo provided a summary of the spring Curriculum Review Advisory Committee and board asked questions. Presentation covered:

- schedule models
- extended learning opportunity grant information
- update on the Ethnic Studies CA requirement
- Math
- College and Career progress

Layla Naranjo left at 1:25 PM.

Board Member, Jess Laughlin provided an update on the work of the Diversity, Equity and Inclusion Advisory Committee. Draft proposals were shared for:

- Teaching and Learning
- HR Operations and Staff Culture
- Family Engagement
- Student Engagement

Board Member, Margaret Watson provided an update on the work of the Culture and Climate Advisory Committee.

Board members asked for the committee to explore opportunities for parent and student voice in relation to culture and climate.

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

Board asked no questions regarding the Standing School Reopening Update. The key takeaway: all are planning for a full return to in-person learning in August.

#### **C. CA Local Performance Indicators**

Board engaged in discussion about the presentation slides that were included in the packet, including why the college and career readiness scores do not reflect our very high 4-year college matriculation rates.

### **IV. Action Items**

#### **A. Board Minutes: May 6th, 2021 Board Meeting**

Esther Hugo made a motion to approve the minutes from May Board Meeting on 05-06-21.

Burak Gursel seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

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

Jessica Laughlin made a motion to accept the minutes from Finance Advisory Committee on 05-13-21.

Margaret Watson seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

Jessica Laughlin made a motion to accept the minutes from Special Diversity, Equity and Inclusion Advisory Committee on 06-03-21.

Margaret Watson seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**C. Appointment of New Board Member**

Margaret Watson made a motion to appoint Anabel Barron to the MWA Board.  
Janis Glover seconded the motion.

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

**Roll Call**

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

**D. Single Plan for Student Achievement Adoption (SPSA)**

Burak Gursel made a motion to approve the Single Plan for Student Achievement Adoption (SPSA).

Margaret Watson seconded the motion.

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

**Roll Call**

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

**E. 2021 LCFF Budget Overview for Parents**

Esther Hugo made a motion to approve the 2021 LCFF Budget Overview for Parents.

Jessica Laughlin seconded the motion.

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

**Roll Call**

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

**F. 2021 Local Control Accountability Plan (LCAP)**

Margaret Watson made a motion to conditionally approve the 2021 Local Control Accountability Plan (LCAP).

Burak Gursel seconded the motion.

- Board acknowledged the numerous stakeholder opportunities that were held to complete the LCAP.
- Board also noted that it had received a letter regarding LCAP input related to translation and that it and leadership would assess current translation offerings, which surpass requirements as well as practices at most other schools, to see if there is an opportunity to feasibly strengthen services.
- Edits requested:
  - Page 2, clarify the graduation data—the tense should indicate that it is past data or the year should be corrected
  - Page 10, action and description do not match
  - Page 27-28, explore why activities are duplicated
  - Pages 40-41, explore why four subject areas have goals that match baselines

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

**Roll Call**

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

**G. 2021 Control and Accountability Plan/Learning and Continuity Plan Annual Update**

Esther Hugo made a motion to approve the 2021 Control and Accountability Plan/Learning and Continuity Plan Annual Update.

Carlos-Manuel Chavarria seconded the motion.

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

**Roll Call**

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

**H. FY2021-22 Budget**

Burak Gursel made a motion to approve the FY2021-22 Budget.



Esther Hugo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**I. CharterSafe Insurance Renewal**

Carlos-Manuel Chavarria made a motion to approve the CharterSafe Insurance Renewal.  
Margaret Watson seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**J. Chase Bank Signers Resolution for Alicia M. Klein, Alton B. Nelson, Jr. , and Wallace Wei**

Esther Hugo made a motion to approve the Chase Bank Signers Resolution for Alicia M. Klein, Alton B. Nelson, Jr. , and Wallace Wei.  
Margaret Watson seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**K. Revision to Fiscal Control Policy**

Esther Hugo made a motion to approve the Revision to Fiscal Control Policy.  
Margaret Watson seconded the motion.  
Board thanked CFO, Wallace Wei for his work on the revision.

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

**Roll Call**

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

**L. Education Protection Account**

Margaret Watson made a motion to approve the Education Protection Account.  
Janis Glover seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**M. RT Fisher Renewal**

Esther Hugo made a motion to conditionally approve the RT Fisher Renewal.  
Burak Gursel seconded the motion.  
Conditional approval pending final review from CharterSafe.  
The board **VOTED** to approve the motion.

**Roll Call**

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

#### **N. Fruge Psychological Associates (FPA) Renewal**

Margaret Watson made a motion to approve the Fruge Psychological Associates (FPA) Renewal.

Burak Gursel seconded the motion.

Conditional approval pending final review from CharterSafe and an edit to remove MWAS and replace with MWA.

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

##### **Roll Call**

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

#### **O. Designation of North Coast Section, CIF Representatives**

Esther Hugo made a motion to approve the Designation of North Coast Section, CIF Representatives.

Margaret Watson seconded the motion.

- CIF Representatives
  - Ward-Jackson
  - Nelson
  - Hazel
  - Rivera

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

##### **Roll Call**

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

#### **P. Curious Cardinals Agreement**

Margaret Watson made a motion to Curious Cardinals Agreement.

Esther Hugo seconded the motion.

Conditional approval pending final review from CharterSafe.

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

**Roll Call**

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

**Q. CCCOE Teacher Induction Program Memorandum of Understanding**

Burak Gursel made a motion to approve the CCCOE Teacher Induction Program Memorandum of Understanding not to exceed \$45,000.

Margaret Watson seconded the motion.

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

**Roll Call**

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

**R. Pachecho's Cleaning Contract**

Esther Hugo made a motion to approve Pachecho's Cleaning Contract.

Carlos-Manuel Chavarria seconded the motion.

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

**Roll Call**

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

**S. Michael's Transportation**

Janis Glover made a motion to approve the Michael's Transportation contract.

Burak Gursel seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**T. Academic Calendar and Instructional Minutes for 2021-22**

Margaret Watson made a motion to approve the Academic Calendar and Instructional Minutes for 2021-22.

Esther Hugo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**U. MWA Employee Handbook Addendum (Telework and Student Loan Repayment Policies)**

Burak Gursel made a motion to approve the MWA Employee Handbook Addendum (Telework and Student Loan Repayment Policies).  
Carlos-Manuel Chavarria seconded the motion.

- Student Loan Repayment Program was vetted by the Finance Advisory Committee

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

**Roll Call**

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

#### Roll Call

Burak Gursel Aye

### V. Board Meeting Schedule for 2021-2022

Janis Glover made a motion to Board Meeting Schedule for 2021-2022.

Esther Hugo seconded the motion.

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

#### Roll Call

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

### W. CEO Contract

Esther Hugo made a motion to approve the CEO Multi-Year Contract.

Burak Gursel seconded the motion.

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

#### Roll Call

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

### X. NWEA MAP Growth Contract

Margaret Watson made a motion to approve the NWEA MAP Growth Contract.

Janis Glover seconded the motion.

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

#### Roll Call

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

**Roll Call**

Burak Gursel                      Aye

**Y. Student-Parent/Guardian Handbook**

Burak Gursel made a motion to approve the Student-Parent/Guardian Handbook.

Janis Glover seconded the motion.

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

**Roll Call**

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

**V. Consent Action Items**

**A. Vote**

Esther Hugo made a motion to approve the consent items in the amount of \$337,188.53.

Janis Glover seconded the motion.

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

**Roll Call**

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

**B. PowerSchool Renewal**

**C. ANet Renewal**

**D. Instructure Renewal**

**E. Securly Renewal**

**F. Renaissance Place / Schoolzilla and Accelerated Reader**

**G.**

**APEX Renewal**

**H. Annual CPR Agreement**

**I. 15Five Renewal**

**J. Gaggle Renewal**

**K. Zoom Renewal**

**L. IXL Renewal**

**M. LBMS Renewal**

**N. DocuSign Renewal**

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

**P. Cisco Smartnet Renewal**

**Q. SchoolMint Agreement for WCC Enrollment Module**

**R. Special Education Master Contract 2021-2022**

**VI. Closing Items**

**A. Schedule of Regular Board Meetings 2021-2022**

- September 9, 2021, 10:30am-2:00pm
- October 14th, 2021, 4:00pm-7:30pm
- December 9th, 2021, 10:30am-2:00pm
- January 27th, 2022, 10:30am-2:00pm
- March 10th, 2022, 10:30am-2:00pm
- May 5th, 2022, 4:00pm-7:30pm
- June 16th, 2022, 10:30am-2:00pm

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:35 PM.

Respectfully Submitted,  
Elizabeth Martinez