

APPROVED



## Making Waves Academy

### Minutes

#### September Board Meeting

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#### Date and Time

Thursday September 9, 2021 at 10:30 AM

#### Location

<https://mwacademy.zoom.us/j/82757840840?pwd=TUhzY2xSODU0YlluREd0VjF2RE1Kdz09>

Passcode: 401966

Or One tap mobile :

US: [+16699006833](tel:+16699006833),,82757840840#,,, \*401966#

or [+12532158782](tel:+12532158782),,82757840840#,,, \*401966#

Or Telephone:

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

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Webinar ID: 827 5784 0840

Passcode: 401966

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

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

[CLICK HERE to access the school board report in Spanish](#)

[HAGA CLIC AQUI para acceder el reporte escolar](#)

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.

*De acuerdo con la Orden Ejecutiva N-25-20 del Estado de California, tendremos esta reunión de la junta por teleconferencia.*

### **Comentarios públicos**

- *El público puede dirigirse a la Junta Directiva de la MWA con respecto a cualquier asunto dentro de la jurisdicción del tema materia por la Junta Directiva de la MWA.*
- *Bajo comentario público, los miembros del público pueden:*
  - *Hacer comentarios sobre los puntos del orden del día*
  - *Hacer comentarios sobre puntos no incluidos en el orden del día*
  - **Las presentaciones están limitadas a dos minutos cada una, o un total de veinte minutos para todos los oradores, o se puede acortar el límite de dos minutos.**

- *De acuerdo con la Ley Brown, la Junta Directiva de la MWA puede escuchar los comentarios, pero no discutirán ni tomarán medidas sobre los temas presentados. La respuesta de los miembros de la Junta Directiva a las declaraciones o preguntas de las personas que comentan temas que no figuran en el orden del día es muy limitada.*
  
- ***Aunque las reuniones se celebran virtualmente, los oradores deben presentar una solicitud de palabra antes de las 9:00 de la mañana del día de la reunión de la Junta.***
  - ***[Envíe su petición de palabra por correo electrónico a emartinez@mwacademy.org](mailto:emartinez@mwacademy.org) en inglés o español.***
  - *Su presentación deberá:*
    - *indicar si es un comentario público general para el comienzo de la reunión o si es comentario público sobre un artículo específico del programa (incluya el número del artículo).*
    - *Incluya su nombre para que pueda ser llamado cuando sea su turno de hablar.*
  - *Durante la reunión, le llamaremos por su nombre y deberá utilizar la función de "levantar la mano" para identificarse.*
- *En virtud de la SB1036, las actas de esta reunión omitirán los nombres de los estudiantes y padres y otra información del directorio, excepto cuando lo requiera la orden judicial o por la ley federal. Si un padre/tutor legal desea que se incluya un nombre, se debe informar a la junta antes de su comentario público.*

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.

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

**Tenga en cuenta que todos los horarios de la agenda son estimaciones.**

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#### **Directors Present**

Alicia Malet Klein (remote), Burak Gursel (remote), Esther Hugo (remote), Janis Glover (remote), Layla Naranjo (remote), Margaret Watson (remote)

#### **Directors Absent**

Ana Barron, Carlos-Manuel Chavarria, Jessica Laughlin

#### **Guests Present**

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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 Malet Klein called a meeting of the board of directors of Making Waves Academy to order on Thursday Sep 9, 2021 at 10:32 AM.

### B. Record Attendance

### C. Closed Session

Board adjourned to closed session to conduct a performance evaluation of the Chief Executive Officer.

- Public Employee Performance Evaluation (§ 54957)
- Title: Chief Executive Officer

No action was taken.

### D. Compliance to Excellence: Remarks by Board President

Board President Alicia Klein, thanked the school leaders and staff for their work to open the school even with a significant teacher and substitute shortage. Additionally, she provided an update on:

- Additional financial resources for written translation including translation of the agenda, coversheets and the School Director Board Report
- Board policy on Parent/Guardian Conduct (the policy is out for translation to Spanish)
- Developing Parent/Guardian Survey through the Culture and Climate Committee

### E. Public Comment

- MWA Parent, Abadesa Rolon, requested her name be reflected in the minutes per SB1036. Ms. Rolon made a public comment about the need for more resources for Special Education at MWA.

## II. Standing Reports

### A. Mission Connection: Acknowledgement of Alton B. Nelson Jr.

Board viewed a video acknowledgement for CEO, Alton B. Nelson Jr.

### B. ASB Update

- Student Activities Coordinator, Ms. Macho, introduced the ASB Advisor, Ms. Caul and the ASB President, Vice President, and Treasurer.
- Board asked questions about the written ASB update including their success, challenges, and priorities.
- Board requested to meet with ASB leaders two times this year.

**C. Deep Dive: Academic Intervention Team Introduction**

Senior Director of Academic Instruction, Micah Stilwell, provided an overview of the Academic Instruction Team. Board asked questions about the report as well as sustainability measures for staff who returned to on site learning.

**D. Senior School Director Written Report: Start of the Year**

Board asked questions regarding the Senior School Director report which included:

- Difference between learning loss and unfinished learning
- Professional development provided by RT Fisher (RTF) during August PD and the remainder of the school year.
- Development of Key Performance Indicators and Goals for RTF in 2021-2022.
- Onboarding of new students and how they acclimated to being back on campus.
- Intervention data for Tier 1-3 services

Board requested an update on quarantine learning.

**E. CEO Report**

Board made comments and asked questions about the CEO report.

**F. Q&A on Written Chief Operating Officer Report (COO)**

Board asked questions about the COO report, which included:

- COVID data and vaccination

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

- There were no questions about the written finance report.
- Board President provided an update on COVID bonuses that will be recommended by the Finance Advisory Committee to the board for approval.

**H. School Site Council (SSC) Written Update**

School Site Council has not yet met this year.

**III. Non-Action Items**

**A.**

### Committee and Advisory Committee Updates

Board Members, Margaret Watson and Layla Naranjo, provided an update on the plans for the Culture and Climate Committee for 2021-2022 including:

- Staff Survey reflections
- Student survey reflections
- Parent/Guardian survey development

#### B. Memo Regarding T-Mobile ECF Contract & CDW ECF Quote for Chromebooks

Board reviewed the memo provided by the Managing Director of IT, Damon Edwards.

### IV. Action Items

#### A. Board Minutes: June 17th, 2021 Board Meeting

Burak Gursel made a motion to approve the minutes from June Board Meeting on 06-17-21.

Esther Hugo seconded the motion.

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

##### Roll Call

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

#### B. Approve Minutes for Special Board Meeting

Janis Glover made a motion to approve the minutes from Special Board Meeting on 08-11-21.

Layla Naranjo seconded the motion.

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

##### Roll Call

|                         |        |
|-------------------------|--------|
| Janis Glover            | Aye    |
| Layla Naranjo           | Aye    |
| Ana Barron              | Absent |
| Margaret Watson         | Aye    |
| Carlos-Manuel Chavarria | Absent |
| Esther Hugo             | Aye    |
| Alicia Malet Klein      | Aye    |
| Burak Gursel            | Aye    |

**Roll Call**

Jessica Laughlin            Absent

**C. Anchor Counseling Solutions Contract Renewal**

Esther Hugo made a motion to approve the Anchor Counseling Solutions Contract.

Burak Gursel seconded the motion.

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

**Roll Call**

Jessica Laughlin            Absent

Burak Gursel                Aye

Layla Naranjo               Aye

Carlos-Manuel Chavarria Absent

Margaret Watson           Aye

Ana Barron                  Absent

Alicia Malet Klein         Aye

Esther Hugo                 Aye

Janis Glover                 Aye

**D. Catalyst Seneca**

Layla Naranjo made a motion to approve the fiscal impact for a non-public school placement.

Burak Gursel seconded the motion.

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

**Roll Call**

Esther Hugo                 Aye

Carlos-Manuel Chavarria Absent

Margaret Watson           Aye

Janis Glover                 Aye

Ana Barron                  Absent

Alicia Malet Klein         Aye

Layla Naranjo               Aye

Jessica Laughlin           Absent

Burak Gursel                 Aye

**E. FY21 Unaudited Actuals Report**

Janis Glover made a motion to approve the FY21 Unaudited Actuals Report.

Burak Gursel seconded the motion.

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

**Roll Call**

Alicia Malet Klein         Aye

Janis Glover                 Aye

Margaret Watson           Aye

Ana Barron                  Absent

**Roll Call**

|                         |        |
|-------------------------|--------|
| Jessica Laughlin        | Absent |
| Layla Naranjo           | Aye    |
| Carlos-Manuel Chavarria | Absent |
| Esther Hugo             | Aye    |
| Burak Gursel            | Aye    |

**F. Education Protection Account (EPA)**

Esther Hugo made a motion to approve the Education Protection Account (EPA).  
Layla Naranjo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**G. Vendor Invoices**

Janis Glover made a motion to approve the Vendor Invoices.  
Layla Naranjo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**H. Mindful Educators Contract (2021-2022)**

Margaret Watson made a motion to approve the Mindful Educators Contract (2021-2022).  
Layla Naranjo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

|                  |        |
|------------------|--------|
| Jessica Laughlin | Absent |
|------------------|--------|



**Roll Call**

|                         |        |
|-------------------------|--------|
| Janis Glover            | Aye    |
| Margaret Watson         | Aye    |
| Layla Naranjo           | Aye    |
| Alicia Malet Klein      | Aye    |
| Carlos-Manuel Chavarria | Absent |
| Esther Hugo             | Aye    |
| Burak Gursel            | Aye    |
| Ana Barron              | Absent |

**I. CTC Declaration of Need**

Esther Hugo made a motion to approve the CTC Declaration of Need.

Margaret Watson seconded the motion.

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

**Roll Call**

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

**J. The Education Team (New Substitute Vendor)**

Burak Gursel made a motion to approve the contract for The Education Team (New Substitute Vendor).

Margaret Watson seconded the motion.

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

**Roll Call**

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

**K. Scoot (New Substitute Staffing Vendor)**

Layla Naranjo made a motion to approved the contract with Scoot (New Substitute Staffing Vendor).

Janis Glover seconded the motion.

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

**Roll Call**

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

**L. Swing (Substitute Staffing Vendor)**

Margaret Watson made a motion to approve the contract with Swing (Substitute Staffing Vendor).

Esther Hugo seconded the motion.

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

**Roll Call**

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

**M. Board Resolution**

Janis Glover made a motion to approve the Board Resolution for Delegation of Emergency Authority to the Chief Executive Officer.

Burak Gursel seconded the motion.

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

**Roll Call**

|                         |        |
|-------------------------|--------|
| Alicia Malet Klein      | Aye    |
| Burak Gursel            | Aye    |
| Esther Hugo             | Aye    |
| Layla Naranjo           | Aye    |
| Carlos-Manuel Chavarria | Absent |
| Ana Barron              | Absent |

**Roll Call**

|                  |        |
|------------------|--------|
| Jessica Laughlin | Absent |
| Janis Glover     | Aye    |
| Margaret Watson  | Aye    |

**N. New Board Policy: Parent Code of Conduct**

Burak Gursel made a motion to approve the a new board policy, Policy 14: Parent Code of Conduct.

Janis Glover seconded the motion.

- approved with one amendment under the excessive communication point (page, 2). Add in "impeded/disrupt".

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

**Roll Call**

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

**O. RIDS Transportation Expense**

Margaret Watson made a motion to approve the agreement with RIDS Transportation.

Layla Naranjo seconded the motion.

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

**Roll Call**

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

**V. Discussion Items**

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

- Board shared acknowledgements for the reports submitted to the board.
- Board shared congratulatory messages for the CEO who completed 10 years of service with MWA.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:28 PM.

Respectfully Submitted,  
Alicia Malet Klein

### **B. Schedule of Remaining Board of Directors Meetings 2021-2022**

- October 14th, 2021, 4:00pm-7:30pm
- December 9th, 2020, 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