

APPROVED



## Making Waves Academy

### Minutes

#### March Board Meeting

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##### Date and Time

Thursday March 10, 2022 at 4:00 PM

##### Location

Please click the link below to join the webinar:

<https://mwacademy.zoom.us/j/84087312595?pwd=dklYSnJTb2NZRC9rdXRyZEJmRE52dz09>

Passcode: 479032

Or One tap mobile :

US: +16699006833,,84087312595#,,, \*479032# or  
+13462487799,,84087312595#,,, \*479032#

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: 840 8731 2595

Passcode: 479032

International numbers available: <https://mwacademy.zoom.us/j/84087312595>

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##### COMING SOON (to be posted by Wednesday, March 9)

- HAGA CLIC AQUÍ para acceder a la agenda y portadas en español/CLICK HERE to access agenda and cover sheets in Spanish:

<https://drive.google.com/file/d/1wwOYiNeMbVsIIF8WpCiNhXC6R3xzSXq0/view?usp=sharing>

- HAGA CLIC AQUI para acceder el reporte escolar/CLICK HERE to access the school board report in Spanish:

[https://drive.google.com/drive/folders/1ky\\_swE5ovqk8qyOTXV8vjYPVqVCgwSZg](https://drive.google.com/drive/folders/1ky_swE5ovqk8qyOTXV8vjYPVqVCgwSZg)

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:*

**Ashley Yarbrough at [ayarbrough@mwacademy.org](mailto:ayarbrough@mwacademy.org) or 510-779-1427.**

In accordance with AB 361 in the State of California, we will be hosting this board meeting via teleconference due to the following circumstances:

- The MWA Board of Directors is holding a meeting during a proclaimed state of emergency by the State of California due to the COVID-19 pandemic.

### 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 may submit a request to speak before 9:00 AM on the day of the board meeting or use the raise hand function during the public comment sections of the meeting.***
  - ***If you would like to send your request to speak prior to the meeting, please email your request to [ayarbrough@mwacademy.org](mailto:ayarbrough@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 AB 361 en el Estado de California, organizaremos esta reunión de la junta directiva a través de teleconferencia debido a la siguiente circunstancia:

- La Junta Directiva de MWA sea reunera durante un estado de emergencia proclamado por el Estado de California debido a la pandemia de COVID-19.

### **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.*
  - ***Mientras las reuniones se llevan a cabo virtualmente, los miembros del publico que desean hablar durante la junta pueden presentar una solicitud para hablar antes de las 9:00 a.m. del día de la reunión de la junta o usar la función de levantar la mano durante las secciones de comentarios públicos de la reunión.***
    - ***Si desea enviar su solicitud de uso de la palabra antes de la reunión, envíe su solicitud por correo electrónico a [ayarbrough@mwacademy.org](mailto:ayarbrough@mwacademy.org) en inglés o español.***
    - *En su solicitud:*
      - *Incluya su nombre para que pueda ser llamado cuando sea su turno de hablar.*
      - *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).*
      - *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.*
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accommodations, please contact:

*Si tiene preguntas sobre la agenda y materiales de la junta o necesita adaptaciones relacionadas con la*

*discapacidad, comuníquese con:*

Ashley Yarbrough at [ayarbrough@mwacademy.org](mailto:ayarbrough@mwacademy.org) or 510-779-1427.

**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), Esther Hugo (remote), Janis Glover (remote), Layla Naranjo (remote), Margaret Watson (remote)

### **Directors Absent**

Ana Barron, Jessica Laughlin

### **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 Mar 10, 2022 at 4:08 PM.

### **B. Record Attendance**

### **C. Board Findings Pursuant to Government Code Section 54953(e)**

Esther Hugo made a motion to Board Findings Pursuant to Government Code Section 54953(e).

Layla Naranjo seconded the motion.

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

#### **Roll Call**

Layla Naranjo	Aye
Esther Hugo	Aye
Janis Glover	Aye
Alicia Malet Klein	Aye
Ana Barron	Absent

**Roll Call**

Margaret Watson Aye

Jessica Laughlin Absent

**D. Closed Session**

- The Board unanimously voted to not to readmit the student regarding Confidential Student Discipline Matter Case No.: 2020001 such that the student shall not be readmitted to Making Waves Academy.

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

Board President, Alicia Klein:

- Acknowledged the Black History Month Activities led by Ms. Brown and other members of the MWA communities
- Shared a plan to bring teacher voice to board meetings next year
- Shared an update on the ongoing steps to build understanding/affinity spaces and the importance of safety in those spaces

**F. Public Comment**

- Parent, Abadesa Rolon provided a public comment regarding mask rules at MWA.

**II. Standing Reports**

**A. Mission Connection & Deep Dive: Panel Discussion with MWA's COVID Safety Team**

- Board held a discussion with MWA's COVID Safety Team and asked questions about their report to the board.
- Board acknowledged the work of the COVID Safety Team this year and their efforts to support the school in staying open.

**B. ASB Update**

ASB provided an update on successes and challenges.

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

Board asked questions about the COO written report.

**D. Senior School Director Written Report**

Senior School Director was not present for this portion, questions will be sent following the board meeting.

**E.**

## **CEO Report**

Board asked questions about the CEO written report.

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

Board asked questions about the CFO written report.

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

There was no update from SSC.

## **H. Break**

Board adjourned to break.

## **I. Annual Board Book Discussion**

Board engaged in discussion about the assigned board book: "Most Likely to Succeed, Preparing Our Kids for the Innovation Era".

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

### **A. A-G Completion Improvement Grant Discussion**

Board engaged in discussion and asked questions about the plans for the A-G Completion Improvement Grant.

### **B. Public Comment - Non-Action Items & Action Items**

Board heard one public comment.

### **C. Committee and Advisory Committee Updates**

Board received updates regarding the:

- Finance Advisory Committee
- Audit Advisory Committee
- Diversity, Equity and Inclusion Advisory Committee
- Culture and Climate Advisory Committee

### **D. Board Commitment Form & Form 700s for 2022**

Board members were reminded to complete their annual Form 700.

## **IV. Action Items**

### **A. Board Minutes: January 27, 2022 Board Meeting**

Esther Hugo made a motion to approve the minutes from January Board Meeting on 01-27-22.

Layla Naranjo seconded the motion.

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

**Roll Call**

Alicia Malet Klein	Aye
Margaret Watson	Aye
Janis Glover	Aye
Ana Barron	Absent
Jessica Laughlin	Absent
Layla Naranjo	Aye
Esther Hugo	Aye

**B. Committee Minutes: February 15, 2022 Audit Advisory Committee**

Margaret Watson made a motion to accept the minutes from the Audit Advisory Committee Audit Committee Meeting on 02-15-22.

Layla Naranjo seconded the motion.

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

**Roll Call**

Janis Glover	Aye
Margaret Watson	Aye
Layla Naranjo	Aye
Ana Barron	Absent
Esther Hugo	Aye
Alicia Malet Klein	Aye
Jessica Laughlin	Absent

**C. Committee Minutes: March 3, 2022 Finance Advisory Committee**

Esther Hugo made a motion to accept the minutes for the Finance Advisory Committee Finance Advisory Meeting on 03-03-22.

Layla Naranjo seconded the motion.

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

**Roll Call**

Alicia Malet Klein	Aye
Jessica Laughlin	Absent
Esther Hugo	Aye
Ana Barron	Absent
Margaret Watson	Aye
Janis Glover	Aye
Layla Naranjo	Aye

**D. Approve 2021-22 2nd Interim Budget Report**

Janis Glover made a motion to approve the 2021-22 2nd Interim Budget Report.

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

**Roll Call**

Jessica Laughlin	Absent
Janis Glover	Aye
Ana Barron	Absent
Alicia Malet Klein	Aye
Margaret Watson	Aye
Esther Hugo	Aye
Layla Naranjo	Aye

**E. Sage Intacct Renewal**

Esther Hugo made a motion to approve the renewal of the Sage Intacct Agreement.  
Margaret Watson seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Alicia Malet Klein	Aye
Ana Barron	Absent
Janis Glover	Aye
Esther Hugo	Aye
Layla Naranjo	Aye
Jessica Laughlin	Absent
Margaret Watson	Aye

**F. 2020-21 990 and 199 Tax Return**

Layla Naranjo made a motion to approve the 2020-21 990 and 199 Tax Returns pending edits noted by the board.  
Esther Hugo seconded the motion.

- update the mission statement
- correct the description on MWF appointing board members which is incorrect
- add note about the Form 700
- correct titles that are outdated
- correction on access to governance policies

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

**Roll Call**

Layla Naranjo	Aye
Esther Hugo	Aye
Alicia Malet Klein	Aye
Ana Barron	Absent
Margaret Watson	Aye
Janis Glover	Aye
Jessica Laughlin	Absent



#### **G. Vendor Invoices January 2022 - February 2022**

Janis Glover made a motion to approve Vendor Invoices January 2022 - February 2022.

Margaret Watson seconded the motion.

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

##### **Roll Call**

Jessica Laughlin Absent

Alicia Malet Klein Aye

Layla Naranjo Aye

Ana Barron Absent

Esther Hugo Aye

Margaret Watson Aye

Janis Glover Aye

#### **H. 2021-22 Auditor Engagement Letter**

Janis Glover made a motion to approve the 2021-22 Auditor Engagement Letter.

Margaret Watson seconded the motion.

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

##### **Roll Call**

Ana Barron Absent

Alicia Malet Klein Aye

Janis Glover Aye

Margaret Watson Aye

Layla Naranjo Aye

Esther Hugo Aye

Jessica Laughlin Absent

#### **I. E-Rate Priority 1 and 2 Funding**

Esther Hugo made a motion to approve the E-Rate Priority 1 and 2 Funding not to exceed to \$45,000 in FY 22/23 and not to exceed \$70,000 in FY 22/23.

Janis Glover seconded the motion.

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

##### **Roll Call**

Margaret Watson Aye

Janis Glover Aye

Ana Barron Absent

Esther Hugo Aye

Jessica Laughlin Absent

Alicia Malet Klein Aye

Layla Naranjo Aye

#### **J. Board Member Team Renewals**

Margaret Watson made a motion to renew the terms for Alicia Klein (March 10, 2022-December 31, 2024) and Esther Hugo (March 10, 2022-December 31, 2024).

Janis Glover seconded the motion.

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

**Roll Call**

Janis Glover	Aye
Margaret Watson	Aye
Ana Barron	Absent
Esther Hugo	Abstain
Alicia Malet Klein	Abstain
Layla Naranjo	Aye
Jessica Laughlin	Absent

**K. Annual Appointment of Officers**

Esther Hugo made a motion to appoint Alicia Malet Klein as the Board President.

Janis Glover seconded the motion.

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

**Roll Call**

Alicia Malet Klein	Abstain
Jessica Laughlin	Absent
Ana Barron	Absent
Janis Glover	Aye
Esther Hugo	Aye
Margaret Watson	Aye
Layla Naranjo	Aye

**V. Discussion Items**

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

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

- May 5th, 2022, time TBD
- June 16th, 2022, 10:30am-2:00pm

**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 7:55 PM.

Respectfully Submitted,  
Elizabeth Martinez