

APPROVED



## Making Waves Academy

### Minutes

#### May Board Meeting

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##### **Date and Time**

Thursday May 5, 2022 at 10:30 AM

##### **Location**

Please click the link below to join the webinar:

<https://mwacademy.zoom.us/j/83876492161?pwd=NGRTNGV4NmZjVENWMGNocFh4ZWt5Zz09>

Passcode: 687710

Or One tap mobile :

US: +16699006833,,83876492161#,,,,\*687710# or  
+13462487799,,83876492161#,,,,\*687710#

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: 838 7649 2161

Passcode: 687710

International numbers available: <https://mwacademy.zoom.us/j/83876492161>

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##### **COMING SOON (to be posted by Wednesday, May 4)**

- HAGA CLIC AQUÍ para acceder a la agenda y portadas en español/CLICK HERE to access agenda and cover sheets in Spanish: <https://bit.ly/3Fh0I5e>
  - HAGA CLIC AQUÍ para acceder el reporte escolar/CLICK HERE to access the school board report in Spanish: <https://bit.ly/3Fo34zh>
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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:*

**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 público 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.*

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.

**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), Margaret Watson (remote)

### **Directors Absent**

Ana Barron, Jessica Laughlin, 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 May 5, 2022 at 10:37 AM.

### **B. Record Attendance**

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

Esther Hugo made a motion to approve the board findings pursuant to Government Code Section 54953(e).

Margaret Watson seconded the motion.

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

#### **Roll Call**

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

### **D. Closed Session**

Board adjourned to closed session, no action was taken.

#### **E. Remarks by Board President**

Board President, Alicia Klein made remarks regarding:

- Continuing resilience as MWA moves towards the end of the school year
- Finishing the year strong with recruitment for next academic year
- Exciting post-graduation pathways which will be discussed at the June board meeting

#### **F. Public Comment**

No public comment was made.

### **II. Standing Reports**

#### **A. Mission Connection: Climate Justice Earth Week**

- 19th Wave student and Secretary of the Climate Justice Club shared visual highlights of Earth Week programming and engaged board members in conversation about their efforts.
- Board and school leaders asked questions.

#### **B. ASB Update**

ASB representatives provided an update on successes and challenges.

#### **C. Deep Dive: Talent Hiring Strategies Presentation**

Managing Director of Talent, Lisa Dodson, Associate Directors of Talent, Joanela Mendoza and Scott Pullman, provided an overview of new hire profiles, new teachers, and the teacher residency program.

Board asked questions about the presentation, written report, recruiting strategies and retention ideas.

#### **D. CEO Report**

Board asked questions about the CEO written report.

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

Board asked questions about the COO written report.

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

Board asked questions about the CFO written report.

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

Dr. Ward-Jackson, Senior School Director, provided an update regarding SSC.

### **H. Break**

Board adjourned to break.

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

### **A. 2022-23 Local Control and Accountability Plan Public Hearing (LCAP)**

Dr. Evangelia Ward-Jackson held a public hearing to review and provide feedback on the 2022-23 Local Control Accountability Plan (LCAP) and Budget.

Board asked questions of the LCAP goal owners and provided feedback on the 2022-23 LCAP.

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

No public comment was made.

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

Board Member, Dr. Esther Hugo, provided an overview of the topics covered in the Curriculum and Instruction Advisory Committee.

## **IV. Action Items**

### **A. Board Minutes: March 10, 2022 Board Meeting**

Esther Hugo made a motion to approve the minutes from March Board Meeting on 03-10-22.

Janis Glover seconded the motion.

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

#### **Roll Call**

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

### **B. Committee Minutes: April 19, 2022 Curriculum and Instruction Advisory Committee**

Esther Hugo made a motion to approve the minutes from Curriculum & Instruction Review Advisory Committee Meeting on 04-19-22.

Janis Glover seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**C. Student Parent Handbook**

Janis Glover made a motion to approve the Student-Parent/Guardian Handbook with revisions.

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

**Roll Call**

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

**D. FPA Solutions Agreement**

Margaret Watson made a motion to approve the FPA Solutions Agreement.  
Janis Glover seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**E. A-G Completion Improvement Grant Program**

Margaret Watson made a motion to approve the A-G Completion Improvement Grant Program.  
Esther Hugo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**F. SPG Addendum Contract**

Margaret Watson made a motion to approve the SPG Addendum Contract.  
Janis Glover seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**G. Making Waves Foundation School Lease Agreement 2022-23**

Esther Hugo made a motion to conditionally approve the Making Waves Foundation School Lease Agreement 2022-23.  
Margaret Watson seconded the motion.

- Alicia Malet Klein will abstain from voting on this action item because she serves on both boards (Making Waves Academy and Making Waves Foundation).
- MWA COO to collaborate with MWF on an addendum that outlines tenant/landlord responsibilities in article 7.1 and 7.2

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

**Roll Call**

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

**H. 2022-23 Catastrophic Student Accident Insurance - Gallagher**

Margaret Watson made a motion to approve the 2022-23 Catastrophic Student Accident Insurance - Gallagher.

Janis Glover seconded the motion.

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

**Roll Call**

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

**I. Vendor Invoices for March 2022**

Margaret Watson made a motion to approve the Vendor Invoices for March 2022.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**J. Solarwinds Help Desk Platform**

Margaret Watson made a motion to approve the renewal of the Solarwinds Help Desk Platform agreement.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**K. Employee Handbook**

Janis Glover made a motion to approve the Employee Handbook for 2022-2023.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**L. CCCOE MOU**

Esther Hugo made a motion to approve the Contra Costa County Office of Education (CCCOE) MOU.

Margaret Watson seconded the motion.

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

**Roll Call**

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

**M. CTC Declaration of Need**

Esther Hugo made a motion to approve the CTC Declaration of Need for 2022-2023.

Janis Glover seconded the motion.

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

**Roll Call**

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

**N. Master Calendar and Bell Schedules: 2022-2024**

Janis Glover made a motion to approve the Master Calendar and Bell Schedules: 2022-2024.

Esther Hugo seconded the motion.

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

**Roll Call**

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

**V. Discussion Items**

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

Board members shared appreciations.

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

**Regular Board Meetings (2021-2022)**

- 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 1:50 PM.

Respectfully Submitted,  
Elizabeth Martinez