

APPROVED



# Making Waves Academy

## Minutes

### May Board Meeting

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#### Date and Time

Monday May 6, 2024 at 4:00 PM

#### Location

In-person at:

Making Waves Academy

4123 Lakeside Dr.

Richmond, CA 94806

And streaming on zoom:

[https://mwacademy.zoom.us/j/87855022048?](https://mwacademy.zoom.us/j/87855022048?pwd=SVFZNGITbVVHb1NFYUd2WWNTaW8wQT09)

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Passcode: 073032

Or One tap mobile :

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+16699006833,,87855022048#,,,,\*073032# US (San Jose)

Or Telephone:

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

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+1 719 359 4580 US

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+1 309 205 3325 US

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Webinar ID: 878 5502 2048

Passcode: 073032

International numbers available: <https://mwacademy.zoom.us/j/87855022048>

#### Other remote location:

- Doylestown Public Library, 150 S. Pine Street, Doylestown, PA 18901

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#### COMING SOON

- 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/4bi4s56>
- HAGA CLIC AQUÍ para acceder el reporte escolar/CLICK HERE to access the school board report in Spanish: <https://bit.ly/3Qq9VPh>

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:*

**Edeson Beredo at [eberedo@mwacademy.org](mailto:eberedo@mwacademy.org) or 510-410-0518.**

#### 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.

- **Speakers may submit a request to speak before 9:00 AM on the day of the board meeting, fill out a comment card at the meeting, or raise their hand/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 [eberedo@mwacademy.org](mailto:eberedo@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.

### **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 [eberedo@mwacademy.org](mailto:eberedo@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:*

Edeson Beredo at eberedo@mwacademy.org or 510-410-0518.

**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, Amy Obinyan, Esther Hugo (remote), Janis Glover, Jessica Laughlin (remote), Margaret Watson

#### **Directors Absent**

Layla Naranjo

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

Jessica Laughlin

#### **Guests Present**

Alton B. Nelson Jr., Edeson Beredo, Elizabeth Martinez, Tameka Jackson

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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 Monday May 6, 2024 at 4:10 PM.

#### **B. Record Attendance**

#### **C. Remarks by Board President**

Board president began by appreciating faculty staff and leadership at the beginning of Teacher Appreciation Week, then noted that the focus areas for the meeting were culture and climate; the web of systems supporting achievement and innovation, including coaching; and the final push toward the end of the school year.

**D. Public Comment**

No public comment was made.

**II. Standing Reports**

**A. Mission Connection: Impact of Coaching**

The board watched a video featuring ILT members, coaches and teachers speaking about the impact of coaching.

**B. ASB Update**

ASB Members provided an update on their successes, challenges, including items related to the March walkout, March board meeting public comment, and priorities for the rest of the year. Board members and leaders had questions and comments around the students' concerns about teacher retention, course offerings, after school events and activities, field trips, and ASB elections.

**C. Deep Dive: Web of Systems**

MWA Principal Dr. Tameka Jackson provided a deep dive into the interconnectedness of various systems within the educational framework and the role of data-driven decision-making in enhancing educational effectiveness. Board members asked questions and made comments, including about WAAGs submission and targeted instructional coaching.

Jessica Laughlin arrived at 4:45 PM.

**D. Q&A on Written School Report**

Board members had questions and comments about the written report related to attendance in parent workshops, student clubs, student diversity celebrations, and supporting students and their families in the college admission process.

**E. Q&A on Written Chief Executive Officer Report (CEO)**

Board members had questions and comments about the CEO's report related to follow-up on concerns voiced at the March meeting. The board also provided feedback on the draft of MWA Programmatic Principles.

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

Board members had questions and comments about the COO's report including leadership recruitment, meal satisfaction, and campus safety.

### **G. Q&A on Written Finance Report**

Board members had no questions on the Finance Report. Board President noted that the Finance Advisory Committee was very pleased with the FY2025 budget draft, the CEO and CFO's right-sizing activities and the financial stewardship they demonstrate. Future iterations of the report is unlikely, unless the Governor's May Revise substantially changes the fiscal picture.

### **H. Break**

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

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

- Two MWA Culture & Climate Committee members, Kendra Brown and Josie Beyer, provided an update on the staff satisfaction data, takeaways from listening sessions and proposed steps to build a strong community. The board praised the work of the group and the attitude they are bringing to the work.
- Members of the board culture and climate/DEI committees recommended including student culture and climate data and sharing the works of the committee to all MWA staff, and incorporating committee presentations into PD sessions.

The board took a 5 minute break.

### **B. LCAP Public Hearing**

MWA CEO Alton Nelson and Principal Dr. Tameka Jackson presented the draft of the new MWA LCAP for the next 3-year cycle - beginning in AY 24-25. The board provided recommendations in the proposed LCAP including: including addition of plans for accelerated learners/high achievers in sections on differentiation, increasing 3-year goal metrics so they are all measurably above the current baseline, and including retention rate of teachers meeting proficient standards as a metric for LCAP Goal 3.

Board President noted that the final version of the LCAP will be voted on during the June board meeting.

### **C. EdCode Local Assignment Options List for 2024-2025**

In compliance with the Board-approved MWA EdCode Local Assignment Policy, a list of credentialed teachers who have been approved to teach assignments through the EdCode Local Assignment options was presented to the board.

## **IV. Action Items**

### **A. Special Education Service Agreement with Layered Education**

Margaret Watson made a motion to approve.  
Jessica Laughlin seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Jessica Laughlin Aye  
Layla Naranjo Absent  
Margaret Watson Aye  
Amy Obinyan Aye  
Janis Glover Aye  
Alicia Malet Klein Aye  
Esther Hugo Aye

**B. CCCOE Teacher Induction Program MOU 2024-2025**

Janis Glover made a motion to approve.  
Esther Hugo seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Layla Naranjo Absent  
Jessica Laughlin Aye  
Esther Hugo Aye  
Alicia Malet Klein Aye  
Margaret Watson Aye  
Amy Obinyan Aye  
Janis Glover Aye

**C. MWA & San Francisco State University MOU**

Esther Hugo made a motion to approve.  
Margaret Watson seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Esther Hugo Aye  
Margaret Watson Aye  
Alicia Malet Klein Aye  
Jessica Laughlin Aye  
Amy Obinyan Aye  
Layla Naranjo Absent  
Janis Glover Aye

**D. BEI Maintenance Contract**

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

**Roll Call**

Layla Naranjo Absent  
Janis Glover Aye  
Margaret Watson Aye  
Jessica Laughlin Aye  
Esther Hugo Aye  
Alicia Malet Klein Aye  
Amy Obinyan Aye

**E. BEI Construction**

Margaret Watson made a motion to approve.  
Jessica Laughlin seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Margaret Watson Aye  
Janis Glover Aye  
Amy Obinyan Aye  
Layla Naranjo Absent  
Jessica Laughlin Aye  
Alicia Malet Klein Aye  
Esther Hugo Aye

**F. Chefables**

Janis Glover made a motion to approve.  
Margaret Watson seconded the motion.  
Board members had questions about what percent will be reimbursed from government subsidy and what food items are included in the contract.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Alicia Malet Klein Aye  
Janis Glover Aye  
Amy Obinyan Aye  
Jessica Laughlin Aye  
Margaret Watson Aye  
Layla Naranjo Absent  
Esther Hugo Aye

**G. CircleUp Education for DEI Training and Support**

Jessica Laughlin made a motion to approve.  
Janis Glover seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Margaret Watson Aye

**Roll Call**

Esther Hugo Aye  
Amy Obinyan Aye  
Alicia Malet Klein Aye  
Layla Naranjo Absent  
Jessica Laughlin Aye  
Janis Glover Aye

**V. Consent Action Items**

**A. Vendor invoices from February to March 2024**

Esther Hugo made a motion to approve.  
Janis Glover seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Esther Hugo Aye  
Amy Obinyan Aye  
Layla Naranjo Absent  
Margaret Watson Aye  
Janis Glover Aye  
Jessica Laughlin Aye  
Alicia Malet Klein Aye

**B. SolarWinds Service Desk Renewal**

Esther Hugo made a motion to approve.  
Janis Glover seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Amy Obinyan Aye  
Janis Glover Aye  
Esther Hugo Aye  
Layla Naranjo Absent  
Margaret Watson Aye  
Alicia Malet Klein Aye  
Jessica Laughlin Aye

**C. MWA Employee Handbook 2024-2025**

Esther Hugo made a motion to approve.  
Janis Glover seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Alicia Malet Klein Aye  
Esther Hugo Aye

**Roll Call**

Jessica Laughlin Aye  
Layla Naranjo Absent  
Margaret Watson Aye  
Amy Obinyan Aye  
Janis Glover Aye

**D. Student-Parent/Guardian Handbook 2024-25**

Esther Hugo made a motion to approve.  
Janis Glover seconded the motion.  
Board President noted the course list chart on page 11 will be deleted.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Esther Hugo Aye  
Layla Naranjo Absent  
Margaret Watson Aye  
Janis Glover Aye  
Alicia Malet Klein Aye  
Amy Obinyan Aye  
Jessica Laughlin Aye

**E. 2024-2025 Bell Schedule and Instructional Minutes**

Esther Hugo made a motion to approve.  
Janis Glover seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Jessica Laughlin Aye  
Janis Glover Aye  
Layla Naranjo Absent  
Amy Obinyan Aye  
Alicia Malet Klein Aye  
Esther Hugo Aye  
Margaret Watson Aye

**F. Approve Minutes: March 18, 2024 Board Meeting**

Esther Hugo made a motion to approve the minutes from March Board Meeting on 03-18-24.  
Janis Glover seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Jessica Laughlin Aye  
Alicia Malet Klein Aye  
Margaret Watson Aye

**Roll Call**

Layla Naranjo Absent  
Janis Glover Aye  
Esther Hugo Aye  
Amy Obinyan Aye

**G. Approve Minutes: March 25, 2024 CIRAC Meeting**

Esther Hugo made a motion to approve the minutes from Spring CIRAC meeting on 03-25-24.

Janis Glover seconded the motion.

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

**Roll Call**

Janis Glover Aye  
Jessica Laughlin Aye  
Esther Hugo Aye  
Margaret Watson Aye  
Alicia Malet Klein Aye  
Layla Naranjo Absent  
Amy Obinyan Aye

**H. Approve Minutes: April 19, 2024 Special Board Meeting**

Esther Hugo made a motion to approve the minutes from Special Board Meeting on 04-19-24.

Janis Glover seconded the motion.

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

**Roll Call**

Alicia Malet Klein Aye  
Layla Naranjo Absent  
Jessica Laughlin Aye  
Janis Glover Aye  
Margaret Watson Aye  
Esther Hugo Aye  
Amy Obinyan Aye

**I. Approve Minutes: April 22, 2024 Special Board Meeting**

Esther Hugo made a motion to approve the minutes from Special Board Meeting on 04-22-24.

Janis Glover seconded the motion.

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

**Roll Call**

Alicia Malet Klein Aye  
Margaret Watson Aye  
Esther Hugo Aye

**Roll Call**

Janis Glover Aye  
Amy Obinyan Aye  
Jessica Laughlin Aye  
Layla Naranjo Absent

**J. Approve Minutes: April 24th, 2024 Finance Advisory Meeting**

Esther Hugo made a motion to approve the minutes from Finance Advisory Meeting on 04-24-24.

Janis Glover seconded the motion.

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

**Roll Call**

Alicia Malet Klein Aye  
Janis Glover Aye  
Esther Hugo Aye  
Jessica Laughlin Aye  
Layla Naranjo Absent  
Amy Obinyan Aye  
Margaret Watson Aye

**VI. Discussion Items**

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

Board members thanked the team for the hard work evidenced by all the meeting included. Special appreciations were voiced for Dr. Jackson.

**B. Schedule of Remaining Board of Directors Meetings for 2023-2024**

- June 10, 2024, 11:00 am

**C. End-of-Year Events**

- June 6th: US Graduation, 6-7:30, US Gym; Board/Leadership Dinner, 7:30-9:00, MWEF Office
- June 7th: MS Promotion, 5-6:30pm, MS Gym

**VII. 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 6:51 PM.

Respectfully Submitted,

Edeson Beredo