



Making Waves Academy

Minutes

September Board Meeting

Date and Time

Monday September 8, 2025 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)

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

Passcode: 073032

Or One tap mobile :

+16694449171,,87855022048#,,, *073032# US

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

Or Telephone:

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

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 253 205 0468 US

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+1 346 248 7799 US (Houston)

+1 719 359 4580 US

+1 689 278 1000 US

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 931 3860 US

Webinar ID: 878 5502 2048

Passcode: 073032

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

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://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:b0d63deb-2b65-4e64-9482-9d332a156108>
- HAGA CLIC AQUÍ para acceder el reporte escolar/CLICK HERE to access the school board report in Spanish: <https://bit.ly/4eLd72o>

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:

Bryann Fitzpatrick at bfitzpatrick@mwacademy.org or (510) 994-6486.

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.***
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- **If you would like to send your request to speak prior to the meeting, please email your request to bfitzpatrick@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 bfitzpatrick@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:

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discapacidad, comuníquese con:

Bryann Fitzpatrick at bfitzpatrick@mwacademy.org or (510) 994-6486.

Please note that all agenda times are estimates.

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

Directors Present

Alicia Malet Klein, Amy Obinyan, Enrique Romero, Esther Hugo, Felicia Selva, Janis Glover, Margaret Watson

Directors Absent

None

Guests Present

Alton B. Nelson Jr., Bryann Fitzpatrick, Elizabeth Martinez, Mindy Manzo (remote), Zubida Bakheit, vserrano@stu.mwacademy.org

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 Sep 8, 2025 at 4:09 PM.

B. Record Attendance

C. Remarks by Board President

This meeting is dedicated to former board member Daryle Morgan, who died last month; he will be greatly missed.

Recognition for Janis Glover's recently deceased husband Federal, who gave himself in service to Contra Costa County for over 30 years, an example for us all.

Welcoming new board members: parent Felicia Selva and student Valeria Serrano.

Recognition for Alton Nelson's 15th year and Liz Martinez's 10th year.

Appreciation for positive environment on campus so far this year.

Reminder to the team that all coversheets (except minutes) should have brief summary descriptions; these are issued in Spanish as well as English.

D. Public Comment

No public comment.

II. Standing Reports

A. Mission Connection: New Leaders

New leaders introduced themselves, their backgrounds, and their vision for this upcoming year:

- Zubida Bakheit - MS Division Director
- Stephani Lopez - ELD Coordinator
- Ahjia Moore - Director of Student Support Services
- Tyler Levine-Hall - Director of SPED
- Brissa Teodoro - Assoc. Director of Career Development and Internships

B. ASB Update

ASB students Bryan Marinez and Jared Rodriguez Perez noted how recent All School Meetings (ASMs) have helped to encourage positive energy on campus. They also noted struggles with securing physicals on-site this year for student athletes. Ideas for the upcoming Fall Club Fair and Fall Dance were shared, as was the concept of an ASB newsletter.

C. Deep Dive: Priorities for this Year.

Discussion centered around MWA's LCAP/WASC goals and noted that it is a WASC year for the school. Discussion focused on strengthening instructional practices and improving academic outcomes for vulnerable student populations including who is involved in this work.

D. Q&A on Chief Executive Officer Report (CEO)

Discussions included positive reflections from the new format for Back-to-School Nights from multiple perspectives, the approach taken to August PD for the start of this school year, and the role and support of the Instructional coaches for this year.

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

Discussion included questions on staffing and hiring for vacant leadership roles, the decrease in long-term subs (LTS) this year, and the relationship between the Portrait of a Graduate and WASC self-study for our long-term plan as a school. Also discussed was the new platform being used to supplement the few upper school courses lacking a full time teacher, Edmentum (instead of Apex) and the fact that includes a real-time subject-proficient teacher online.

F. Q&A on Written Finance Report

The Finance Advisory Committee (FAC) recommended the board accept the unaudited actuals. Fractional CFO Mindy Manzo introduced herself.

G. Break

III. Non-Action Items

A. Board Work and Advisory Committee Updates

Reminder to the board that they need to complete their ethics and Brown Act training by January 1. Link to the webinar will be resent by YM&C.

New student board member Valeria Serrano introduced herself.

B. Portrait of a Graduate Work

An update on the process for the Portrait of a Graduate was shared, along with the draft of goals for where we would like our student to be once they graduate. Participants in the project were shared. More updates will be shared at the October board meeting.

C. Homeless Liaison for the Year

Sonja Jackson has been designated as MWA's Homeless Liaison for the 2025-26 school year.

D. Instructional Continuity Plan

MWA's Instructional Continuity Plan was shared with the board.

IV. Action Items

A. Appoint Expulsion Hearing Officer: Alton B. Nelson Jr.

Esther Hugo made a motion to approve appointment.

Margaret Watson seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving this item.

Discussion focused on the purpose of appointing an officer and what this change will look like with Alton also acting as the current head of school.

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

B. RCM Healthcare Services Contract

Felicia Selva made a motion to approve contract.

Amy Obinyan seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving this item.

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

C. 2025-26 Employee Handbook

Margaret Watson made a motion to approve handbook.

Esther Hugo seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving this item.

Praise was given to the revisions and noted that the history will need to be adjusted to recognize Regina Scully as a co-founder of the school.

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

D. MWA & Western Governors University MOU

Felicia Selva made a motion to approve MOU.

Margaret Watson seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving this item.

Noted: No fiscal impact

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

E. 2025-26 Budget Alternative Form Correction

Esther Hugo made a motion to approve corrections.

Margaret Watson seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving this item.

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

F. San Millan Sped

Enrique Romero made a motion to approve contract.

Esther Hugo seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving this item.

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

G. New IEE policy

Felicia Selva made a motion to approve policy.

Enrique Romero seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving this item.

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

V. Consent Action Items

A. FY25 Unaudited Actuals Report

Esther Hugo made a motion to approve all consent action items.

Janis Glover seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving the consent action items.

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

B. Accept Minutes: June Board Meeting

Esther Hugo made a motion to approve the minutes from June Board Meeting on 06-16-25.

Janis Glover seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving the consent action items.

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

C. Accept Minutes: Finance Advisory Committee

Esther Hugo made a motion to approve the minutes from Finance Advisory Committee Meeting on 09-03-25.

Janis Glover seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving the consent action items.

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

D. Prop 28 - Arts & Music Annual Report

Esther Hugo made a motion to approve all consent action items.

Janis Glover seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving the consent action items.

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

E. Vendor Invoices

Esther Hugo made a motion to approve all consent action items.

Janis Glover seconded the motion.

Student board member cast her preferential vote first and stated that she supports approving the consent action items.

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

VI. Discussion Items

A. Appreciations by the Board of Directors

Appreciations were shared for having Janis and Esther back in person, our new student board member Valeria Serrano, the board as a whole, the school pushing students through and preparing them for college and their lives beyond the school, Mr. Nelson, Ms. Martinez, Ms. Bahkeit, and the school's leadership, the board for being welcoming of new members, new board members, Amy Obinyan who has continued her service even once her students have graduated.

B. Schedule of Remaining Board of Directors Meetings for 2025-26

- Sep 8, 2025 at 4pm
- Oct 20, 2025 at 4pm
- Dec 15, 2025 at 11am
- Jan 26, 2025 at 11am
- Mar 9, 2026 at 4pm
- May 4, 2026 at 4pm
- Jun 15, 2026 at 11am

VII. Closed Session

A. Public Employee Discipline/Dismissal/Release

No action was taken.

VIII. 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 6:46 PM.

Respectfully Submitted,
Alicia Malet Klein

Documents used during the meeting

- _ASB Board Report (2).pdf
- Areas_of_Focus_for_2025-26.pptx
- MWA CEO Report to the MWA Board_SEP 2025_ABN.docx.pdf
- September 2025_COO Board Report.pdf
- MWA FAC September Packet_090525 (1).pdf
- MWA _ POG Memo.pdf
- Making Waves _ PoG_09082025_MWA Board Meeting (1).pdf
- 2025_Instructional_Continuity_Plan_(ICP)_Making_Waves_Academy_20250630.pdf
- MWA25-26 Contract _ RCM HEALTHCARE SERVICES _ Board Approved June 2025.pdf
- Summary of Changes to 2025_2026 Employee Handbook (1).pdf
- Employee Handbook 2025_2026.pdf
- MWA WGU Collaboration Agreement_wgu legal 7.18.25 (002).docx (1).pdf
- Tab 01 & 03 - Original Board Cert & Alternative Form_FY26_Revised_08.04.25-Signed.pdf
- 25_26 Making Waves Master Contract w_ San Milan.pdf
- MWA IEE Policy.pdf
- 2024-25 Unaudited Actuals-Making Waves Academy School.pdf
- 2024-25 Unaudited Actuals-Central Office.pdf
- prop28annualreport-FY25.pdf
- Bill Payment List - Jun-Jul 2025.pdf
- September 2025_Board Slides.pdf
- 2025_09_08_board_meeting_agenda-Spanish.pdf