

APPROVED



## Voices College-Bound Language Academies

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday December 12, 2017 at 4:00 PM

**Location**

14271 Story Rd. San Jose, CA 95127

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**Instructions For Presentations To The Board By Parents and Citizens**

1. Agendas are available to all audience members at the meeting.
  2. "Request to Speak" cards are available to all audience members who wish to speak on any agenda items or under the general category of "Opening Items: Public Comment." Public Comment is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws (provisions of the Brown Act (Government Code Section 54954.2(a) and .3) which preclude any action being taken on any item not appearing on the posted agenda), the Board can only listen to your issue, not respond or take action. These presentations are limited to no more than 15 minutes total and 3 minutes per person. The Board may give direction to staff to respond to your concern.
  3. You may also complete a "Request to Speak" card to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda items on your "Request to Speak" card and you will be given an opportunity to speak for up to 3 minutes when the board discusses that item.
  4. When addressing the Board, speakers are requested to state their name and address and adhere to the limits set forth.
  5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or majority of all, of the Board members shall be available for public inspection at 14271 Story Rd. San Jose, CA 95127.
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6. REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY: Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting Alejandra Valladarez at (408)791-1609 Ex.1052
7. All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Executive Director recommends approval of all consent items.
8. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.
9. All time duration are estimates and may run shorter or longer.

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**Directors Present**

A. Miller, D. Arambula, D. Cadette, D. Vo, K. McCaw, K. Wisckol, S. Sandoval

**Directors Absent**

D. Richards, H. Glover

**Directors who arrived after the meeting opened**

D. Vo

**Non Voting Members Present**

F. Teso

**Guests Present**

A. Valladarez

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

S. Sandoval called a meeting of the board of directors of Voices College-Bound Language Academies to order on Tuesday Dec 12, 2017 at 4:16 PM.

**C. Approve Order of Agenda**

S. Sandoval made a motion to approve agenda.

D. Arambula seconded the motion.

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

**D. Public Comment (on items not on the Agenda)**

None

**II. Board Business: Consent Items**

**A. Approve Minutes**

D. Arambula made a motion to approve minutes from the Board Meeting on 09-28-17 Board Meeting on 09-28-17.

D. Cadette seconded the motion.

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

**B. Approve Policies**

D. Arambula made a motion to approve Special Education and Conflict of Interest policies.

D. Cadette seconded the motion.

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

**C. Approve SARC for Morgan Hill, Mt. Pleasant and Falgship schools**

D. Arambula made a motion to approve SARCs.

D. Cadette seconded the motion.

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

**D. California Dashboard**

D. Arambula made a motion to approve California Dashboard Indicators.

D. Cadette seconded the motion.

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

**E. Accept resignation of Sara Reyes from Board**

D. Arambula made a motion to approve resignation.

D. Cadette seconded the motion.

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

**III. Information Item(s)**

**A. Principal Update**

J. Gonzalez shared his personal experience from childhood and how that influenced his passion for teaching. He shared his experience as a Voices teacher and the path into becoming the site principal West Contra Costa new school. He informed the board on the steps and training taken into preparing for his new role.

Board members engaged in asking questions regarding the next steps that will be taken to develop a unified partnership between Voices and the city of West Contra Costa.

## **B. Academic Report**

E. Aguilar shared the data collected for goals and their growth. She continued to highlight the attainability of reaching the set goals proposed by Voices.

Board Members asked questions.

E. Aguilar discussed the collaboration and coaching being performed to support teachers in developing their skills at guided reading to meet the benchmarks placed by the Voices Academic Team. She followed up with implementation strategies being developed to reach the math skills benchmarks.

D. Vo arrived.

## **IV. Board Business: Discussion/Action Items**

### **A. Audit Report**

B. Nuthals discussed the results of a successful clean audit performed by an outside auditor.

### **B. Financials Report and First Interim Budget, 17-18**

F. Teso discussed a successful fundraising opportunity.

F. Teso discussed the current application progress for Prop 39 West Contra Costa.

B. Nuthals discussed the assets and liabilities, and capital for Voices 2017-2018; quarterly consolidated cash balance. She followed up with the revenue projections, and the board approved budgets focusing on the reforecast projections.

D. Arambula and D. Vo asked clarifying questions.

S. Sandoval made a motion to Approve the proposed budget.

D. Arambula seconded the motion.

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

### **C. Retirement Plan Options**

B. Nuthals discussed both 401K and STRS.

Board members engaged in an open discussion about their prior concerns being addressed and the transparency being placed to improve future employee retirement sustainability.

S. Sandoval made a motion to let go of the recommendation.

K. Wisckol seconded the motion.

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

#### **D. Committee Updates**

M. Moore discussed enrollment targets, facility placement, and community engagement on recommended region considerations.

Board members asked about the role they play in the community engagement component and the attainability of meeting the placed milestones.

F. Teso updated the Board on the current status of the Morgan Hill legal efforts.

D. Cadette discussed the Governance Committee priority into future Brown Act training for all board members. He followed up with setting growth goals and developing the board by bringing on new members that can provide expertise in areas that may be underdeveloped and/or not addressed.

A. Miller discussed the Audit Committee involvement in looking at the list of audit options and investment policy.

M. Moore commented the collaboration effort between both Growth and Development and Finance department in creating a handbook that allows both departments to work symbiotically with each other.

A. Miller made a motion to allow community engagement in Hayward, CA for the next four to six months.

K. McCaw seconded the motion.

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

#### **V. Closing Items**

##### **A. Norms Check and Future Business**

Board members commented on norm adherence. Board members discussed future Brown Act training for all board members, and a development of matrix for scouting new potential board members.

##### **B. Adjourn Meeting**

A. Miller made a motion to adjourn the meeting.

D. Cadette seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:29 PM.

Respectfully Submitted,

A. Valladarez