



# Rainier Valley Leadership Academy

## Board of Directors Meeting

### Monthly

Published on October 21, 2022 at 4:07 PM PDT  
Amended on November 21, 2022 at 11:58 AM PST

---

#### Date and Time

Tuesday October 25, 2022 at 4:30 PM PDT

---

Rainier Valley Leadership Academy (RVLA) Board meetings are open to the public.  
This meeting will be virtual. Please use zoom link below:

Dial-in info: manual

(669) 900-6833

Meeting ID: 989-793-884

Dial in info: one-touch

669-900-6833,,989793884#

Videoconference link

<https://zoom.us/j/989793884>

---

#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:30 PM</b>
Opening Items			

	Purpose	Presenter	Time
<b>A. Record Attendance and Guests</b>		Reco Bemby & Tyson Marsh	1 m
<b>B. Call the Meeting to Order</b>		Reco Bemby & Tyson Marsh	1 m
<b>II. Consent Agenda</b>			<b>4:32 PM</b>
<b>A. Resolution to September 10th, 2022 Board Meeting Minutes</b>	Approve Minutes	Reco Bemby & Tyson Marsh	
<b>B. Resolution August 23rd, 2022 Special Meeting Minutes</b>	Approve Minutes	Baionne Coleman	1 m
<b>C. Resolutions July, August, September 2022 Payroll &amp; Claim Vouchers</b>	Vote	Tyson Marsh	1 m
<b>D. Resolution RVLA Wellness Policy</b>	Vote	Tyson Marsh	1 m
<b>E. Resolution to Approve CTE Courses</b>	Vote	Tyson Marsh	
<b>F. Resolution for January 28th, 2023 Board Retreat</b>	Vote	Tyson Marsh	
<b>III. Mission Aligned</b>			<b>4:35 PM</b>
<b>A. Mission Moment</b>	FYI	Baionne Coleman	5 m
Dr. Bettina Love scholar panel			
<b>B. Mission Challenge-Academic Update</b>	FYI	David Watson	20 m
Testing Data Discussion: MAP, SBA, WCAS			
<b>IV. Public Bond Discussion</b>			<b>5:00 PM</b>
<b>A. Guests to Discuss Public Bond Options</b>	Discuss	Guests	30 m
Zeigler Investment Banking: Joe Crowley & Will Fossell Stifel, Nicolaus & Company: John Kim & Nathaniel Keninitz			
<b>V. Announcements</b>			<b>5:30 PM</b>
<b>A. Upcoming</b>	FYI	Tyson Marsh	
<b>VI. Executive Session</b>			
<b>A. As Needed</b>			

	Purpose	Presenter	Time
<b>VII. Closing Items</b>			
<b>A. Adjourn Meeting</b>	Vote		

---

Rainier Valley Leadership Academy Board of Directors Meeting Agenda 11/22/22

# Coversheet

## Resolution to September 10th, 2022 Board Meeting Minutes

**Section:** II. Consent Agenda  
**Item:** A. Resolution to September 10th, 2022 Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Board of Directors Meeting (In Person) on September 10, 2022  
RVLA Bd of Directors Mtg Minutes - 9.10.22.pdf  
RVLA Bd of Directors Mtg Minutes - 10.25.22.pdf

APPROVED



## Rainier Valley Leadership Academy

### Minutes

Board of Directors Meeting (In Person)

Monthly

---

#### Date and Time

Saturday September 10, 2022 at 10:00 AM

#### Location

6020 Rainier Ave S  
Seattle, WA 98118

---

Rainier Valley Leadership Academy (RVLA) Board meetings are open to the public.

This meeting is in person at RVLA: 6020 Rainier Ave S, Seattle WA 98118

If you are not able to come in person please use zoom link below:

Dial-in info: manual

(669) 900-6833

Meeting ID: 989-793-884

Dial in info: one-touch

669-900-6833,,989793884#

Videoconference link

<https://zoom.us/j/989793884>

---

#### Directors Present

E. Forde, J. Hailey (remote), J. Thiel, R. Bembry (remote), T. Marsh, W. Wang (remote)

#### Directors Absent

---

C. Peoples-Procter, M. MASON, M. Sahoo, V. Hsu

**Guests Present**

B. Coleman, C. Catchings, D. Watson, L. Reisberg, Lenny Emperado

---

**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

T. Marsh called a meeting of the board of directors of Rainier Valley Leadership Academy to order on Saturday Sep 10, 2022 at 10:15 AM.

**II. Consent Agenda**

**A. Resolution to July 26th, 2022 Special Board Meeting Minutes**

J. Thiel made a motion to approve the minutes from Special Board Meeting on 07-26-22.

J. Hailey seconded the motion.

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

**Roll Call**

V. Hsu	Absent
W. Wang	Aye
M. Sahoo	Absent
J. Hailey	Aye
T. Marsh	Aye
M. MASON	Absent
C. Peoples-Procter	Absent
R. Bembry	Aye
J. Thiel	Aye
E. Forde	Aye

**B. Resolution SY 22/23 Layoffs**

J. Thiel made a motion to Pass.

J. Hailey seconded the motion.

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

**Roll Call**

E. Forde	Aye
T. Marsh	Aye
W. Wang	Aye
R. Bembry	Aye
J. Thiel	Aye
V. Hsu	Absent
C. Peoples-Procter	Absent
J. Hailey	Aye
M. MASON	Absent
M. Sahoo	Absent

**C. Resolution Updated SY 22/23 Staff Handbook**

J. Thiel made a motion to Approve.

J. Hailey seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

E. Forde	Aye
T. Marsh	Aye
M. Sahoo	Absent
V. Hsu	Absent
J. Hailey	Aye
M. MASON	Absent
W. Wang	Aye
C. Peoples-Procter	Absent
R. Bembry	Aye
J. Thiel	Aye

**III. Performance Framework**

**A. Data-Finance, Academics, & Funding the Gap**

Baionne Coleman led a review of the data from the packet including:

- teacher survey data
- scholar pulse check survey data
- analysis of the culture and climate data
- attendance
- grades data
- performance on commission goals
- MAP data (historical)

**IV. Tour of the Facilities**

**A. Tour & Bathroom Break**

Group went on tour of building and had a bathroom break.

**V. Anti-Racist Training**

**A. Anti-Racist Training**

We would like to do a board retreat in December so we can do an extended anti-racist training led by Dr. Tyson Marsh. Had a brief overview of activities we will do during that retreat.

**VI. Charter Connect**

**A. Charter Connect Marketing Review**

Dallan Worham called into zoom to go over what Charter Connect has been doing in regards to marketing and outreach.

**VII. Lunch**

**A. Lunch Provided by RVLA**

Ate lunch provided by RVLA.

**VIII. Sustainability Discussion**

**A.**

### **Sustainability and RVLA Growth**

Chastity Catchings led a conversation using data packet about sustainability and RVLA rate of growth. Comparing to schools in the surrounding areas. Board decided to move forward with expansion application.

## **IX. Announcements**

### **A. Upcoming Events & FYI's**

Announced events coming up-Dr. Bettina Love and Seattle University event at RVLA. RVLA expansion letter campaign.

## **X. Executive Session**

### **A. As Needed**

Not needed.

## **XI. Closing Items**

### **A. Adjourn Meeting**

J. Hailey made a motion to Move to Adjourn.

E. Forde seconded the motion.

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

#### **Roll Call**

W. Wang	Aye
J. Hailey	Aye
J. Thiel	Aye
C. Peoples-Procter	Absent
T. Marsh	Aye
V. Hsu	Absent
M. MASON	Absent
R. Bemby	Aye
E. Forde	Aye
M. Sahoo	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:00 PM.

Respectfully Submitted,  
L. Reisberg

---

## **Documents used during the meeting**

- Bd of Directors Special Mtg Minutes Resolution-July 26th 2022x.docx.pdf
- RVLA - Board Resolution (2022-2023 SY Layoffs) - KMY 9.6.22.docx.pdf
- Updated DRAFT-RVLA SY 22-23 Staff Handbook.pdf

---

Rainier Valley Leadership Academy Board of Directors Meeting Agenda 9/10/22



**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
Rainier Valley Leadership Academy  
A Washington State Nonprofit Corporation**

A regular meeting of the Board of Directors (“Board”) of Rainier Valley Leadership Academy (“RVLA”) was held on **September 10th, 2022** at virtually.

Date and Time Saturday September 10, 2022 at 10:00 AM

Location 6020 Rainier Ave S Seattle, WA 98118

Rainier Valley Leadership Academy (RVLA) Board meetings are open to the public.

This meeting is in person at RVLA: 6020 Rainier Ave S, Seattle WA 98118

If you are not able to come in person please use zoom link below:

Dial-in info: manual

(669) 900-6833 Meeting ID: 989-793-884

Dial in info: one-touch 669-900-6833,,989793884#

Videoconference link

<https://zoom.us/j/989793884>

Directors Present E. Forde, J. Hailey (remote), J. Thiel, R. Bembry (remote), T. Marsh, W. Wang (remote)

Directors Absent

C. Peoples-Procter, M. MASON, M. Sahoo, V. Hsu

Guests Present

B. Coleman, C. Catchings, D. Watson, L. Reisberg, Lenny Emperado

I. Opening Items

A. Record Attendance and Guests

T. Marsh called a meeting of the board of directors of Rainier Valley Leadership Academy to order on Saturday Sep 10, 2022 at 10:15 AM.

II. Consent Agenda

A. Resolution to July 26th, 2022 Special Board Meeting Minutes

J. Thiel made a motion to approve the minutes from Special Board Meeting on 07-26-22.

J. Hailey seconded the motion.

The board VOTED to approve the motion.

Roll Call

E. Forde Aye  
T. Marsh Aye  
R. Bembry Aye  
V. Hsu Absent  
M. Sahoo Absent  
J. Thiel Aye  
M. MASON Absent  
J. Hailey Aye  
W. Wang Aye  
C. Peoples-Procter Absent  
J. Thiel made a motion to Pass.  
J. Hailey seconded the motion.

The board VOTED to approve the motion.

B. Resolution SY 22/23 Layoffs

J. Thiel made a motion to Approve.  
J. Hailey seconded the motion. The board VOTED to approve the motion.

Roll Call

T. Marsh Aye  
R. Bembry Aye  
V. Hsu Absent  
M. MASON Absent  
M. Sahoo Absent  
W. Wang Aye  
J. Thiel Aye  
C. Peoples-Procter Absent  
J. Hailey Aye  
E. Forde Aye

C. Resolution Updated SY 22/23 Staff Handbook

J. Thiel made a motion to Approve.  
The board VOTED to approve the motion

Roll Call

R. Bembry Aye  
E. Forde Aye  
W. Wang Aye  
C. Peoples-Procter Absent  
M. Sahoo Absent  
T. Marsh Aye  
M. MASON Absent  
J. Hailey Aye

V. Hsu Absent  
J. Thiel Aye

### III. Performance Framework

#### A. Data-Finance, Academics, & Funding the Gap

Baionne Coleman led a review of the data from the packet including:

- teacher survey data
- scholar pulse check survey data
- analysis of the culture and climate data
- attendance -grades data
- performance on commission goals
- MAP data (historical)

### IV. Tour of the Facilities

#### A. Tour & Bathroom Break

Group went on tour of building and had a bathroom break.

### V. Anti-Racist Training

#### A. Anti-Racist Training

We would like to do a board retreat in December so we can do an extended antiracist training led by Dr. Tyson Marsh. Had a brief overview of activities we will do during that retreat.

### VI. Charter Connect

#### A. Charter Connect Marketing Review

Dallan Worham called into zoom to go over what Charter Connect has been doing in regards to marketing and outreach.

### VII. Lunch

#### A. Lunch Provided by RVLA

Ate lunch provided by RVLA.

### VIII. Sustainability Discussion

#### A. Sustainability and RVLA Growth

Chastity Catchings led a conversation using data packet about sustainability and RVLA rate of growth. Comparing to schools in the surrounding areas. Board decided to move forward with expansion application.

## IX. Announcements

### A. Upcoming Events & FYI's

Announced events coming up-Dr. Bettina Love and Seattle University event at RVLA. RVLA expansion letter campaign.

## X. Executive Session

A. As Needed  
Not Needed

## XI. Closing Items

A. Adjourn Meeting  
J. Hailey made a motion to Move to Adjourn.  
E. Forde seconded the motion.  
The board VOTED to approve the motion.

Roll Call  
E. Forde Aye  
T. Marsh Aye  
J. Hailey Aye  
R. Bembry Aye  
M. Sahoo Absent  
C. Peoples-Procter Absent  
W. Wang Aye  
J. Thiel Aye  
M. MASON Absent  
V. Hsu Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:00 PM

Respectfully submitted,  
L. Reisberg

---

Board Secretary

ATTEST:

---

Board Chairperson

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
Rainier Valley Leadership Academy  
A Washington State Nonprofit Corporation**

A regular meeting of the Board of Directors (“Board”) of Rainier Valley Leadership Academy (“RVLA”) was held on **October 25th, 2022** virtually.

**Date and Time**

Tuesday October 25, 2022 at 4:30 PM

Rainier Valley Leadership Academy (RVLA) Board meetings are open to the public.

This meeting will be virtual. Please use zoom link below:

Dial-in info: manual

(669) 900-6833

Meeting ID: 989-793-884

Dial in info: one-touch

669-900-6833,,989793884#

Videoconference link

<https://zoom.us/j/989793884>

**Directors Present**

C. Peoples-Procter (remote), E. Forde (remote), J. Hailey (remote), J. Thiel (remote), R. Bembry, T. Marsh (remote), V. Hsu (remote), W. Wang (remote)

**Directors Absent**

M. MASON, M. Sahoo

**Guests Present**

B. Coleman (remote), C. Catchings (remote), Chineka Jones (remote), David Watson (remote), Jessica de Barros, Joe Crowley, L. Reisberg (remote), Michelle Kagan Gaines (remote), Oruba Anthony (remote), Willl Fossel (remote)

**I. Opening Items**

**A. Record Attendance and Guests**

T. Marsh called a meeting of the board of directors of Rainier Valley Leadership Academy to order on Tuesday Oct 25, 2022 at 4:30 PM.

**II. Consent Agenda**

**A. Resolution to September 10th, 2022 Board Meeting Minutes**

V. Hsu made a motion to approve the minutes from Board of Directors Meeting (In Person) on 09-10-22.

W. Wang seconded the motion.

The board VOTED unanimously to approve the motion.

Roll Call

T. Marsh Aye  
W. Wang Aye  
M. Sahoo Absent  
R. Bembry Absent  
M. MASON Absent  
C. Peoples-Procter Aye  
J. Thiel Aye  
E. Forde Aye  
J. Hailey Aye  
V. Hsu Aye

B. Resolution August 23rd, 2022 Special Meeting Minutes

V. Hsu made a motion to approve the minutes from Board of Directors Meeting on 08-23-22.

W. Wang seconded the motion.

The board VOTED unanimously to approve the motion.

Roll Call

M. MASON Absent  
T. Marsh Aye  
E. Forde Aye  
W. Wang Aye  
J. Thiel Aye  
J. Hailey Aye  
C. Peoples-Procter Aye  
R. Bembry Absent  
V. Hsu Aye  
M. Sahoo Absent

Resolutions July, August, September 2022 Payroll & Claim Vouchers

V. Hsu made a motion to approve

W. Wang seconded the motion.

The board VOTED unanimously to approve the motion.

Roll Call

M. MASON Absent  
T. Marsh Aye  
E. Forde Aye  
W. Wang Aye  
J. Thiel Aye  
J. Hailey Aye  
C. Peoples-Procter Aye  
R. Bembry Absent  
V. Hsu Aye  
M. Sahoo Absent

V. Hsu Aye  
C. Peoples-Procter Aye

#### Resolution RVLA Wellness Policy

V. Hsu made a motion to Approve.  
W. Wang seconded the motion.  
The board VOTED unanimously to approve the motion.

#### Roll Call

C. Peoples-Procter Aye  
M. MASON Absent  
E. Forde Aye  
T. Marsh Aye  
V. Hsu Aye  
J. Thiel Aye  
W. Wang Aye  
R. Bembry Absent  
J. Hailey Aye  
M. Sahoo Absent

#### E. Resolution to Approve CTE Courses

V. Hsu made a motion to Approve.  
W. Wang seconded the motion.  
The board VOTED to approve the motion.

#### Roll Call

M. Sahoo Absent  
C. Peoples-Procter Aye  
J. Hailey Aye  
J. Thiel Aye  
E. Forde Aye  
M. MASON Absent  
T. Marsh Aye  
V. Hsu Aye  
W. Wang Aye  
R. Bembry Absent

#### F. Resolution for January 28th, 2022 Board Retreat

V. Hsu made a motion to Approve.  
W. Wang seconded the motion.  
This is for January 28th, 2023  
The board VOTED unanimously to approve the motion

#### Roll Call

V. Hsu Aye

R. Bembry Absent  
J. Hailey Aye  
M. MASON Absent  
C. Peoples-Procter Aye  
T. Marsh Aye  
E. Forde Aye  
W. Wang Aye  
J. Thiel Aye  
M. Sahoo Absent

### III. Mission Aligned

#### A. Mission Moment

Dr. Bettina Love scholar panel. Showed some pics and heard from those who were in attendance.

#### B. Mission Challenge-Academic Update

Principal Dave Watson discusses current MAP and SBA data and what actions are taking place to get the scores up. Questions from Board Members and community members.

### IV. Public Bond Discussion

#### A. Guests to Discuss Public Bond Options

Members from Zeigler Investment Banking and Stifel, Nicolaus & Company, Incorporated present to the board about public bonds, so we may be able to own our own facilities. Ran out of time, members will send any questions to Chastity for a Q&A.

### V. Announcements

#### A. Upcoming

Announcements about upcoming events.

- Joe Hailey resigning
- Gates site visit
- WA Charter Association
- Jan 28th 2023 retreat

### VII. Closing Items

#### A. Adjourn Meeting

J. Hailey made a motion to Approve.  
R. Bembry seconded the motion.

The board VOTED to approve the motion.



Roll Call

M. Sahoo Absent

J. Thiel Aye

J. Hailey Aye

M. MASON Absent

C. Peoples-Procter Aye

T. Marsh Aye

V. Hsu Aye

R. Bembry Absent

W. Wang Aye

E. Forde Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:30 PM.

Respectfully Submitted,

L. Reisberg

---

Board Secretary

ATTEST:

---

Board Chairperson

# Coversheet

## Resolution August 23rd, 2022 Special Meeting Minutes

<b>Section:</b>	II. Consent Agenda
<b>Item:</b>	B. Resolution August 23rd, 2022 Special Meeting Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Board of Directors Meeting on August 23, 2022 1RVLA Bd of Directors Mtg Minutes - .pdf

APPROVED



# Rainier Valley Leadership Academy

## Minutes

### Board of Directors Meeting

#### Monthly

---

#### **Date and Time**

Tuesday August 23, 2022 at 4:30 PM

---

Rainier Valley Leadership Academy (RVLA) Board meetings are open to the public. This meeting will be virtual. Please use zoom link below:

Dial-in info: manual

(669) 900-6833  
Meeting ID: 989-793-884

Dial in info: one-touch  
669-900-6833,,989793884#

Videoconference link  
<https://zoom.us/j/989793884>

---

#### **Directors Present**

C. Peoples-Procter (remote), J. Hailey (remote), M. MASON (remote), M. Sahoo (remote), R. Bembry (remote), T. Marsh (remote), W. Wang (remote)

#### **Directors Absent**

E. Forde, J. Thiel, V. Hsu

#### **Guests Present**

B. Coleman (remote), C. Catchings (remote), L. Reisberg (remote)

---

## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

T. Marsh called a meeting of the board of directors of Rainier Valley Leadership Academy to order on Tuesday Aug 23, 2022 at 4:36 PM.

## II. Mission Aligned

### A. Mission Moment

### B. 2020-21 WA Charter School Commission Preliminary Financial Performance Ratings are excellent

### C. Mission Challenge

Joe Hailey head of Board Development Group gave an overview of the plan to fund the gap in our budget for the upcoming year. This plan was created by the Development Group and involved using Streak to track and pursue grants and funding leads.

## III. Consent Agenda

### A. Resolution to June 14th, 2022 Board Meeting Minutes

J. Hailey made a motion to approve the minutes from Board of Directors Meeting on 06-14-22.

M. Sahoo seconded the motion.

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

#### Roll Call

V. Hsu	Absent
J. Hailey	Aye
M. MASON	Aye
R. Bembry	Aye
J. Thiel	Absent
C. Peoples-Procter	Aye
T. Marsh	Absent
M. Sahoo	Aye
W. Wang	Aye
E. Forde	Absent

J. Hailey made a motion to approve the minutes from Special Board Meeting on 07-12-22.

M. Sahoo seconded the motion.

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

#### Roll Call

J. Hailey	Aye
W. Wang	Aye
M. MASON	Aye
E. Forde	Absent
C. Peoples-Procter	Aye

**Roll Call**

T. Marsh	Absent
J. Thiel	Absent
R. Bembry	Aye
V. Hsu	Absent
M. Sahoo	Aye

**B. Resolution July 12th, 2022 Special Meeting Minutes**

**C. Resolutions May & June 2022 Payroll & Claim Vouchers**

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

W. Wang	Aye
V. Hsu	Absent
M. MASON	Aye
M. Sahoo	Aye
E. Forde	Absent
J. Hailey	Aye
J. Thiel	Absent
R. Bembry	Aye
T. Marsh	Absent
C. Peoples-Procter	Aye

**D. Resolution Special Education Policy Update**

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.  
Discussion about any new policy that is included in this update.  
The board **VOTED** to approve the motion.

**Roll Call**

J. Thiel	Absent
M. MASON	Aye
E. Forde	Absent
V. Hsu	Absent
W. Wang	Aye
C. Peoples-Procter	Aye
R. Bembry	Aye
T. Marsh	Absent
J. Hailey	Aye
M. Sahoo	Aye

**E. Resolution Co-Chairs Bank of America Signatories**

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

M. MASON	Aye
M. Sahoo	Aye
J. Hailey	Aye
E. Forde	Absent
J. Thiel	Absent

**Roll Call**

C. Peoples-Procter	Aye
W. Wang	Aye
T. Marsh	Absent
R. Bembry	Aye
V. Hsu	Absent

**F. Resolution SY 22/23 Updated Calendar**

**G. Resolution SY 22/23 Student Handbook**

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

W. Wang	Aye
T. Marsh	Absent
M. MASON	Aye
J. Hailey	Aye
R. Bembry	Aye
M. Sahoo	Aye
E. Forde	Absent
V. Hsu	Absent
J. Thiel	Absent
C. Peoples-Procter	Aye

**H. Resolution SY 22/23 Staff Handbook**

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

J. Hailey	Aye
M. MASON	Aye
E. Forde	Absent
M. Sahoo	Aye
C. Peoples-Procter	Aye
W. Wang	Aye
V. Hsu	Absent
J. Thiel	Absent
R. Bembry	Aye
T. Marsh	Absent

**I. Resolution Out of Endorsement Teachers SY 22/23**

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.  
An explanation for the reasoning behind certain teachers having out of endorsement placements.  
The board **VOTED** to approve the motion.

**Roll Call**

V. Hsu	Absent
E. Forde	Absent
M. Sahoo	Aye
M. MASON	Aye

**Roll Call**

J. Thiel	Absent
W. Wang	Aye
R. Bembry	Aye
T. Marsh	Absent
C. Peoples-Procter	Aye
J. Hailey	Aye

**J. Resolution Title I Plan SY 22/23**

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

M. MASON	Aye
T. Marsh	Absent
E. Forde	Absent
V. Hsu	Absent
J. Thiel	Absent
C. Peoples-Procter	Aye
J. Hailey	Aye
W. Wang	Aye
R. Bembry	Aye
M. Sahoo	Aye

**IV. Updates**

**A. Tubman Health & Freedom Clinic Update**

A brief update on the Tubman Freedom clinic from Monique Altheimer and Lauren Blackham.

**B. Calendar Committee**

Update from the calendar committee. Awarded 60,000 more dollars to continue researching year round calendar models.

**C. Enrollment Update**

Update on enrollment numbers. Current numbers, projections, & recruitment plan.

**V. Announcements**

**A. Upcoming**

Announcements of upcoming events such as Community Week.

**VI. Executive Session**

**A. As Needed**

No Executive Session needed.

**VII. Closing Items**

**A. Adjourn Meeting**

W. Wang made a motion to Move to adjourn meeting.  
M. MASON seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

T. Marsh	Absent
W. Wang	Aye
M. Sahoo	Aye
J. Thiel	Absent
E. Forde	Absent
C. Peoples-Procter	Aye
V. Hsu	Absent
J. Hailey	Aye
M. MASON	Aye
R. Bemby	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:30 PM.

Respectfully Submitted,  
L. Reisberg

---

**Documents used during the meeting**

- Bd of Directors Mtg Minutes Resolution-June 2022x.docx.pdf
- 2022\_07\_12\_special\_board\_meeting\_minutes.pdf
- Bd of Directors Mtg Minutes Resolution-July 12 2022x.docx
- AP Check Summary Report with Board Certification 6.15.pdf
- AP Check Summary Report with Board Certification 6.15 (1).pdf
- AP Check Summary Report with Board Certification 6.24.pdf
- AP Check Summary Report with Board Certification 5.20.pdf
- AP Check Summary Report with Board Certification 5.9.pdf
- Resolution May \_ June 2022 Vouchers & Payments.docx.pdf
- \_RVLA - Board Resolution (Special Education Policy) .docx.pdf
- RVLA 8.23.2022 Resolution to Board Co-Chairs as Signatories.pdf
- RVLA SY 22\_23 School Calendar Board Copy - Madonna Edits 22-23 DRAFT School Calendar.pdf
- RVLA Board Resolution (Updated 2022-2023 School Year Calendar).docx.pdf
- RVLA SY 22-23 Scholar Handbook .pdf
- RVLA SY 22-23 Staff Handbook.pdf
- 8.23.22 Staff Handbook Resolution.docx.pdf
- Board Resolution (Out of Endorsement Placement) - January 2022 (1).pdf
- Board\_Copy\_SY\_22-23\_Title\_I\_Parent\_and\_Family\_Engagement\_Policy (1).docx.pdf
- RVLA 8.23.2022 Resolution Title 1 plan.pdf

---

Rainier Valley Leadership Academy Board of Directors Meeting Agenda 8/23/22



**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
Rainier Valley Leadership Academy  
A Washington State Nonprofit Corporation**

A regular meeting of the Board of Directors (“Board”) of Rainier Valley Leadership Academy (“RVLA”) was held on **August 23rd, 2022** at virtually.

Date and Time Tuesday August 23, 2022 at 4:30 PM

Rainier Valley Leadership Academy (RVLA) Board meetings are open to the public. This meeting will be virtual. Please use zoom link below:

Dial-in info: manual

(669) 900-6833

Meeting ID: 989-793-884

Dial in info: one-touch

669-900-6833,,989793884#

Videoconference link

<https://zoom.us/j/989793884>

**Directors Present**

C. Peoples-Procter, J. Hailey, M. MASON, M. Sahoo, R. Bembry, W. Wang

**Directors Absent**

E. Forde, J. Thiel, T. Marsh, V. Hsu Guests Present B. Coleman, C. Catchings, L. Reisberg

**I. Opening Items**

A. Record Attendance and Guests

## B. Call the Meeting to Order

T. Marsh called a meeting of the board of directors of Rainier Valley Leadership Academy to order on Tuesday Aug 23, 2022 at 4:36 PM.

## II. Mission Aligned

### Mission Moment

2020-21 WA Charter School Commission Preliminary Financial Performance Ratings are excellent

### Mission Challenge

Joe Hailey head of Board Development Group gave an overview of the plan to fund the gap in our budget for the upcoming year. This plan was created by the Development Group and involved using Streak to track and pursue grants and funding leads.

## III. Consent Agenda

### Resolution to June 14th, 2022 Board Meeting Minutes

J. Hailey made a motion to approve the minutes from Board of Directors Meeting on 06-14-22.

M. Sahoo seconded the motion.

The board VOTED to approve the motion.

### Roll Call

M. MASON Aye

J. Thiel Absent

C. Peoples-Procter Aye

W. Wang Aye

J. Hailey Aye

M. Sahoo Aye

T. Marsh Absent

V. Hsu Absent

R. Bembry Aye

E. Forde Absent

J. Hailey made a motion to approve the minutes from Special Board Meeting on 07-12-22.

M. Sahoo seconded the motion.

The board VOTED to approve the motion.

Roll Call

J. Thiel Absent

M. MASON Aye

T. Marsh Absent

J. Hailey Aye

V. Hsu Absent

C. Peoples-Procter Aye

M. Sahoo Aye

W. Wang Aye

E. Forde Absent

R. Bembry Aye

D. Resolution Special Education Policy Update

J. Hailey made a motion to Approve.

M. Sahoo seconded the motion.

Discussion about any new policy that is included in this update.

The board VOTED to approve the motion.

Roll Call

J. Thiel Absent

M. MASON Aye

C. Peoples-Procter Aye

E. Forde Absent

R. Bembry Aye

M. Sahoo Aye

T. Marsh Absent

W. Wang Aye

J. Hailey Aye

V. Hsu Absent

E. Resolution Co-Chairs Bank of America Signatories

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.

The board VOTED to approve the motion.

Roll Call

C. Peoples-Procter Aye  
M. MASON Aye  
J. Hailey Aye  
R. Bembry Aye  
E. Forde Absent  
W. Wang Aye  
M. Sahoo Aye  
J. Thiel Absent  
T. Marsh Absent  
V. Hsu Absent

F. Resolution SY 22/23 Updated Calendar

G. Resolution SY 22/23 Student Handbook

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.

The board VOTED to approve the motion.

Roll Call

J. Hailey Aye  
W. Wang Aye  
J. Thiel Absent  
E. Forde Absent  
C. Peoples-Procter Aye  
T. Marsh Absent  
M. Sahoo Aye  
V. Hsu Absent  
M. MASON Aye  
R. Bembry Aye

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.

H. Resolution SY 22/23 Staff Handbook

J. Hailey made a motion to Approve. M. Sahoo seconded the motion  
The board VOTED to approve the motion.

Roll Call

J. Hailey Aye

T. Marsh Absent  
C. Peoples-Procter Aye  
M. Sahoo Aye  
M. MASON Aye  
V. Hsu Absent  
W. Wang Aye  
E. Forde Absent  
J. Thiel Absent  
R. Bembry Aye.

#### I. Resolution Out of Endorsement Teachers SY 22/23

J. Hailey made a motion to Approve.  
M. Sahoo seconded the motion.

An explanation for the reasoning behind certain teachers having out of endorsement placements.

The board VOTED to approve the motion.

#### Roll Call

J. Hailey Aye  
C. Peoples-Procter Aye  
R. Bembry Aye  
E. Forde Absent  
J. Thiel Absent  
V. Hsu Absent  
M. Sahoo Aye  
M. MASON Aye  
W. Wang Aye  
T. Marsh Absent

#### J. Resolution Title I Plan SY 22/23

J. Hailey made a motion to Approve. M. Sahoo seconded the motion. The board VOTED to approve the motion.

#### Roll Call

W. Wang Aye  
J. Hailey Aye  
C. Peoples-Procter Aye  
R. Bembry Aye  
. Hsu Absent  
M. MASON Aye  
J. Thiel Absent  
E. Forde Absent  
M. Sahoo Aye  
T. Marsh Absent

#### IV. Updates

A. Tubman Health & Freedom Clinic Update

A brief update on the Tubman Freedom clinic from Monique Altheimer and Lauren Blackham.

B. Calendar Committee

Update from the calendar committee. Awarded 60,000 more dollars to continue researching year round calendar models.

C. Enrollment Update

Update on enrollment numbers. Current numbers, projections, & recruitment plan.

V. Announcements

A. Upcoming

Announcements of upcoming events such as Community Week

VI. Executive Session

As Needed

No Executive Session needed.

VII. Closing Items

Adjourn Meeting

W. Wang made a motion to Move to adjourn meeting.

M. MASON seconded the motion.

The board VOTED to approve the motion.

Roll Call

C. Peoples-Procter Aye

R. Bembry Aye

V. Hsu Absent

E. Forde Absent

M. Sahoo Aye

J. Hailey Aye

T. Marsh Absent

W. Wang Aye

M. MASON Aye

J. Thiel Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:30 PM.

Respectfully Submitted,

L. Reisberg

Board Secretary

ATTEST:

---

Board Chairperson

# Coversheet

## Resolutions July, August, September 2022 Payroll & Claim Vouchers

<b>Section:</b>	II. Consent Agenda
<b>Item:</b>	C. Resolutions July, August, September 2022 Payroll & Claim Vouchers
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	July, August, September 2022 Vouchers & Payments.docx.pdf



**RESOLUTION OF THE BOARD OF DIRECTORS OF  
RAINIER VALLEY LEADERSHIP ACADEMY  
TO APPROVE July, August, September 2022 CLAIM VOUCHERS AND PAYROLL  
PAYMENTS**

This Resolution is presented to the Board of Directors (“Board”) of Rainier Valley Leadership Academy (“RVLA”), a Washington nonprofit corporation, at a regular meeting on October 25th, 2022.

WHEREAS, each of RVLA’s Charter School Contracts with the Washington State Charter School Commission requires each school to comply with the Accounting Manual for School Districts in the State of Washington that is published by the Washington State Office of Superintendent of Public Instruction (the “Accounting Manual”);

WHEREAS, Chapter 3, Section “Voucher Certification and Approval”, requires “board of director approval for payment of claim vouchers and payroll” and the approval “should be recorded in the minutes of the board meeting”;

WHEREAS, to meet the conditions set forth in Chapter 3, Section “Voucher Certification and Approval”, the Board desires to approve payment of claim vouchers and payroll payments delineated below.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes RVLA to remit the following payments (these documents can also be found on the board agenda on Board on Track attached to the agenda):

[July 2022 Payroll & Claim Vouchers](#)

[Payroll Check Summary August 2022](#)

[Payroll Check Summary with Board Certification 8.11.pdf](#)

■ AP Check Summary Report with Board Certification 8.9.pdf

■ AP Check Summary Report with Board Certification 8.25.pdf

■ AP Check Summary Report with Board Certification 8.19.pdf

■ Payroll Check Summary with Board Certification 9.30.pdf

■ Payroll Check Summary with Board Certification Thompso...

■ Payroll Check Summary with Board Certification 9.1.pdf

■ AP Check Summary Report with Board Certification 9.15.pdf

■ AP Check Summary Report with Board Certification 9.1.pdf

ADOPTED by the Board of Directors of Rainier Valley Leaders State during a regular meeting  
duly held on March 22nd, 2022, at which a quorum was present.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

Page 1 of 2

CERTIFIED AS A TRUE AND CORRECT COPY:

CERTIFIED: \_\_\_\_\_  
Board Chairperson Date

ATTEST: \_\_\_\_\_  
Board Secretary Date



# Coversheet

## Resolution RVLA Wellness Policy

<b>Section:</b>	II. Consent Agenda
<b>Item:</b>	D. Resolution RVLA Wellness Policy
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Wellness Policy .pdf RVLA - Board Resolution (Wellness Policy) - .pdf

**WELLNESS: NUTRITION, HEALTH, AND PHYSICAL FITNESS POLICY**

The board recognizes that a healthy school environment prepares scholars for college, careers, and successful futures. Scholars who eat well-balanced meals and engage in regular exercise are more likely to learn in the classroom. The board supports the district's increased emphasis on nutrition, health, physical education, and physical activity at all grade levels to enhance the well-being of RVLA scholars. Therefore, it is the policy of the Board of Directors to provide scholars with access to nutritious food, emphasize health education and physical education, and provide scholars with opportunities for physical activity.

**Nutrition and Food Services Program**

The Board of Directors supports the philosophy of the National School Lunch and School Breakfast Program and will provide wholesome and nutritious meals for children in the District's schools. The Board authorizes the Superintendent to administer the food services program, provided that any decision to enter into a contract with a food service management company will require the approval of the Board. Expenditures for food supplies shall not exceed the estimated revenues. The School Leader or designee is responsible for:

- Annually distributing meal applications and determining eligibility for school meals;
- Protecting the identity of scholars eligible for free and reduced-price meals;
- Ensuring meals meet USDA meal pattern requirements;
- Ensuring meal periods are in compliance with USDA regulations;
- Establishing a Food Safety Plan;
- Determining meal prices and submitting them to the board for approval annually;
- Using the full entitlement of USDA Foods;
- Maintaining a nonprofit school food service account;
- Ensuring all revenues are used solely for the school meal program;
- Establishing a meal charge policy;
- Accommodating children with special dietary needs;
- Ensuring compliance with USDA nondiscrimination policies;
- Following proper procurement procedures; and
- Ensuring compliance with the Smart Snacks in School standards.

**Health and Physical Education Program**

RVLA's 6th-12th grade health and physical education programs will be aligned with the Washington State Health and Physical Education K-12 Learning Standards and will include, but not be limited to, the development of knowledge and skills to be physically active, eat nutritiously, access reliable health information and services, communicate effectively, and set health-enhancing goals.

RVLA will ensure that the following requirements are met:

- All scholars in grades one through eight receive an average of one hundred instructional minutes per week of physical education per year.
- All scholars have equal and equitable opportunities for health and physical education.
- All scholars, from kindergarten through grade 12, will participate in a quality, standards based health and physical education program.

Physical Activity Physical education class is not to be used or withheld as punishment for any reason. All schools, as a best practice and subject to available funding, will participate in a multi-component approach by which schools use all opportunities for scholars to be physically active, such as the Comprehensive 54 School Physical Activity Program (CSPAP) recommended by the Centers for Disease Control and Prevention, and will provide the following:

- Quality physical education;
- Physical activity during the school day (brain boosters/energizers);
- Physical activity before and after school;

- Recess (which will not be used or withheld as punishment for any reason);
- Family and community engagement;
- Staff wellness and health promotion;
- Active transportation; and
- School district facilities.

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
RAINIER VALLEY LEADERSHIP ACADEMY  
REGARDING AMENDING RVLA’S WELLNESS POLICY**

This Resolution is presented to the Board of Directors (“Board”) of **RAINIER VALLEY LEADERSHIP ACADEMY** (“RVLA”), a Washington nonprofit corporation, at a regular meeting on October 25, 2022.

WHEREAS, RVLA’s is required to comply with the final rule requiring all local educational agencies that participate in the National School Lunch and School Breakfast Programs to meet expanded local school wellness policy requirements consistent with the requirements set forth in section 204 of the Healthy, Hunger-Free Kids Act.

WHEREAS, the Board has reviewed the proposed Wellness Policy in the form as attached hereto.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and adopts the Wellness Policy in the form as attached hereto; and

ADOPTED by the Board of Directors of Rainier Valley Leadership Academy, during a regular meeting duly held on October 25th, 2022, at which a quorum was present.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

CERTIFIED AS A TRUE AND CORRECT COPY:

CERTIFIED: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Co-Chairperson

ATTEST: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Secretary

**WELLNESS: NUTRITION,HEALTH, AND PHYSICAL FITNESS POLICY**

The board recognizes that a healthy school environment prepares scholars for college, careers, and successful futures. Scholars who eat well-balanced meals and engage in regular exercise are more likely to learn in the classroom. The board supports the district’s increased emphasis on nutrition, health, physical education, and physical activity at all grade levels to enhance the well-being of RVLA scholars. Therefore, it is the policy of the Board of Directors to provide

scholars with access to nutritious food, emphasize health education and physical education, and provide scholars with opportunities for physical activity.

### Nutrition and Food Services Program

The Board of Directors supports the philosophy of the National School Lunch and School Breakfast Program and will provide wholesome and nutritious meals for children in the District's schools. The Board authorizes the Superintendent to administer the food services program, provided that any decision to enter into a contract with a food service management company will require the approval of the Board. Expenditures for food supplies shall not exceed the estimated revenues. The School Leader or designee is responsible for:

- Annually distributing meal applications and determining eligibility for school meals;
- Protecting the identity of scholars eligible for free and reduced-price meals;
- Ensuring meals meet USDA meal pattern requirements;
- Ensuring meal periods are in compliance with USDA regulations;
- Establishing a Food Safety Plan;
- Determining meal prices and submitting them to the board for approval annually;
- Using the full entitlement of USDA Foods;
- Maintaining a nonprofit school food service account;
- Ensuring all revenues are used solely for the school meal program;
- Establishing a meal charge policy;
- Accommodating children with special dietary needs;
- Ensuring compliance with USDA nondiscrimination policies;
- Following proper procurement procedures; and
- Ensuring compliance with the Smart Snacks in School standards.

### Health and Physical Education Program

RVLA's 6th-12th grade health and physical education programs will be aligned with the Washington State Health and Physical Education K-12 Learning Standards and will include, but not be limited to, the development of knowledge and skills to be physically active, eat nutritiously, access reliable health information and services, communicate effectively, and set health-enhancing goals.

RVLA will ensure that the following requirements are met:

- All scholars in grades one through eight receive an average of one hundred instructional minutes per week of physical education per year.
- All scholars have equal and equitable opportunities for health and physical education.
- All scholars, from kindergarten through grade 12, will participate in a quality, standards based health and physical education program.

Physical Activity Physical education class is not to be used or withheld as punishment for any reason. All schools, as a best practice and subject to available funding, will participate in a



multi-component approach by which schools use all opportunities for scholars to be physically active, such as the Comprehensive 54 School Physical Activity Program (CSPAP) recommended by the Centers for Disease Control and Prevention, and will provide the following:

- Quality physical education;
- Physical activity during the school day (brain boosters/energizers);
- Physical activity before and after school;
- Recess (which will not be used or withheld as punishment for any reason);
- Family and community engagement;
- Staff wellness and health promotion;
- Active transportation; and
- School district facilities.

# Coversheet

## Resolution to Approve CTE Courses

<b>Section:</b>	II. Consent Agenda
<b>Item:</b>	E. Resolution to Approve CTE Courses
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	RVLA - Board Resolution (CTE Course Additions) .docx

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
RAINIER VALLEY LEADERSHIP ACADEMY  
REGARDING ADDING CAREER AND TECHNICAL EDUCATION COURSES  
TO RVLA’S CURRICULUM STARTING IN THE 2023 SCHOOL YEAR**

This Resolution is presented to the Board of Directors (“Board”) of **RAINIER VALLEY LEADERSHIP ACADEMY** (“RVLA”), a Washington nonprofit corporation, at a regular meeting on October 25, 2022.

WHEREAS, Classification of Instructional Programs (“CIP”) codes are academic courses accepted by the United States Department of Education, including career and technical education (“CTE”) courses;

WHEREAS, RVLA desires to add the following CTE courses to its curriculum starting in the 2023-2024 school year:

- Visual Communications (CIP Code No. 100290); and
- Street/Business Law (CIP Code No. 220001);

WHEREAS, information regarding the above CTE courses is attached hereto;

WHEREAS, RVLA believes the above CTE courses will help fulfill RVLA’s mission because they will provide students with knowledge and skills that will enable them to explore different options for post secondary school; and

**WHEREAS**, the Board is required to approve these additions to RVLA’s curriculum because it is best practice to have the board approve new programs at the school.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the above-listed CTE courses (Visual Communications and Street/Business Law) to be added to RVLA’s curriculum starting in the 2023-2024 school year; and

///  
///  
///  
///  
///  
///  
///

**Commented [1]:** The purpose of this recital is to identify why adding courses is being presented to the Board for approval. For instance, does the Commission require it? Is RVLA's charter being updated to include these courses?

BE IT FURTHER RESOLVED that the Board hereby authorizes RVLA to take all necessary steps with the appropriate governing bodies (e.g., Washington State Charter School Commission) to effectuate such CTE course additions.

Commented [2]: I'm guessing here - please update as appropriate.

ADOPTED by the Board of Directors of Rainier Valley Leadership Academy, during a regular meeting duly held on October 25, 2022, at which a quorum was present.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

CERTIFIED AS A TRUE AND CORRECT COPY:

CERTIFIED: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Co-Chairperson

ATTEST: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Secretary

# Coversheet

## Resolution for January 28th, 2023 Board Retreat

**Section:** II. Consent Agenda  
**Item:** F. Resolution for January 28th, 2023 Board Retreat  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Resolution for Jan 28th 2022 Board Retreat.pdf

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
RAINIER VALLEY LEADERSHIP ACADEMY  
TO APPROVE JANUARY 28TH, 2022 BOARD RETREAT**

This Resolution is presented to the Board of Directors (“Board”) of **RAINIER VALLEY LEADERSHIP ACADEMY (RVLA)**, a Washington nonprofit public benefit corporation, at a regular meeting on October 25TH, 2022.

WHEREAS, RAINIER VALLEY LEADERSHIP ACADEMY is proposing to approve RVLA January 28th, 2022 Board Retreat 9am-5pm PT

WHEREAS, the Board has reviewed the 2022 Board Retreat proposed date and made any recommendations prior to approval;

NOW, THEREFORE, BE IT:

RESOLVED the Board hereby approves the January 28th, 2022 Board Retreat from 9am-5pm PT for to be submitted to OSPI and implemented by RVLA.

ADOPTED by the Board of Directors of RAINIER VALLEY LEADERSHIP ACADEMY during a regular meeting duly held on JANUARY 25th, 2022, at which a quorum was present.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

CERTIFIED AS A TRUE AND CORRECT COPY:

CERTIFIED: \_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Date

ATTEST: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date