

**Minutes of the
CHIME Institute
Board of Directors Meeting
Held at the CHIME Charter School
Tuesday, February 4, 2020**

Members Present: Nine members of the Board were present: Patrick Smith (Chair), Melissa Aguilar, Jeffrey Becker, Dawn Hamilton, Lisa Mucci, Traci Myman, Marc Polansky, Josh Mark and Matt Rinnert These members constitute a quorum

Members Absent: One member was absent: Tony Battaglia

Others Present: Kristy Conradi (Parent), Carolyn Grimm (video). Staff: Irina Castillo (ExED), Annie Cox, Shelbi Doherty, and Erin Studer.

I. Call to Order

P. Smith called the meeting to order.

II. Public Comment

Kristy Conradi made a Public Comment suggesting the adoption of a specific curriculum for children with significant needs.

III. Approval of the Consent Agenda

A. Minutes of the Januray 7th, 2020 Board of Directors Meeting.

M/S/P Motion (M. Polansky/M. Rinnert) to approve the minutes of the January 7th, 2020 Board of Directors meeting.

VOTE

Yeses: Jeffrey Becker, Dawn Hamilton, Lisa Mucci, Traci Myman, Marc Polansky, Matt Rinnert, Patrick Smith, Melissa Aguilar.

No's: None

Abstentions: Josh Mark.

MOTION PASSES: 8-0-1

IV. CHIME Defined Benefit Plan

A. M. Polansky, L. Mucci, J. Mark and J. Becker presented to the Board a plan to re-distribute funds in the defined benefit plan to include investment funds with potentially greater returns with protections for downward sliding markets.

B. The Board directed more research into the legal agreements required to re-distribute the investment funds.

V. Program Reports

A. The Report for the Early Education Programs was distributed and reviewed and included the following:

1. Funding/Financial Issues

Rates for Early Start (birth to three) services continue to be an issue, the Governor will consider an increase in 2021. Advocacy efforts with legislators to address the lack of a rate increase for Infant Funding/Financial Issues

Rates for Early Start (birth to three) services continue to be an issue, the Governor will consider an increase in 2021. Advocacy efforts with legislators to address the lack of a rate increase for Infant Development programs continue. Annie participated in a Legislative Visit to Senator Henry Stern’s office.

A mid-year financial report to examine the impact of our additional professional staff on our budget has been prepared and shared with the Board.

Action Item: A request for \$20,000 Annual Giving Fund to be deposited in CHIME Early Education account was made.

M/S/P Motion (T. Myman/M. Aguilar) to authorize the transfer of \$20,000 to the CHIME Early Education Programs’ account.

VOTE

Yeses: Melissa Aguilar, Jeffrey Becker, Dawn Hamilton, Josh Marc, Lisa Mucci, Traci Myman, Marc Polansky, Matt Rinnert and Patrick Smith.

No’s: None

Abstentions: None

MOTION PASSES: 9-0-0

2. Student Performance and Parent Engagement

Two new Assessments Tools (The Bailey 4 and The DayC 2 have been purchased and will be utilized to keep us current in early childhood assessments.

3. CHIME/CSUN Collaboration

The CHIME/CSUN Committee under the leadership of CSUN faculty Amy Hanreddy is planning for Spring Semester meetings. Attached please find a report on the CHIME as a Professional Development School Partnership that includes Teacher Credential Assignment Placements.

4. Other Activities, Fundraising, Grants

The **CHIME Little Lending Library** is being fully utilized. We continue to work on identifying possible grants for ongoing support.

Grant and Fundraising activities include the following:

Organization	Activity	Date Submitted	Results
Wells Fargo Foundation	Grant (Teacher Training)	August 2019	\$5,000 awarded
CHIME “Hoodie” fundraiser	Fundraising	Through 12/14/2019	
Mara W. Breech Foundation	Grant (Innovative Practices)	October 2019 \$15,000 request	\$15,000 Awarded 1/1/20
Gift Card Fundraiser	Fundraising	Through 12/6/19	
The Ring Foundation	Donation	12/11/2019	\$10,000

			Awarded 1/1/20
The Braitmeyer Foundation	Innovative Practices K-12 http://www.braitmeyerfoundation.org/guidelines/		

B. The Charter School Report was submitted and presented as following:

1. Enrollment:

The Charter School currently has 789 students enrolled.

2. Financials

Current financials are presented for review in the Board packet prepared by staff and ExEd. There was discussion as to how the Schwarzenegger gift would be recognized

3. Annual Audit

The CHIME Institute Annual Audit was completed on time per state regulation and submitted to Los Angeles County Office of Education and Los Angeles Unified School District. A copy has also been distributed electronically to the CHIME Board Members. The report was submitted and discussed will be addressed by the Board at the February 4th Board meeting.

M/S/P Motion (P. Smith/D. Rinnert) to retain the Audit firm Clifton Larsen Allen for the Fiscal Year 2019-2020 to perform the Financial Audit of the CHIME Institute.

VOTE

Yeses: Jeffrey Becker, Dawn Hamilton, Lisa Mucci, Traci Myman, Marc Polansky, Matt Rinnert, Patrick Smith, Melissa Aguilar and Josh Mark.

No's: None

Abstentions: None

MOTION PASSES: 9-0-0

4. Playground project

The playground project is complete and open. It was available for use for students on January 27th.

5. Review of final CDE approved 19-20 SY LCAP Addendum report

The Executive Director presented the CHIME LCAP Addendum plan in June to the Board. The plan was approved by the Board and submitted to the California Department of Education (CDE). The CDE staff recommended changes to the plan to meet the LCAP Addendum Title I Federal guidelines. The final approved LCAP addendum is presented to the Board for their review post approval by the CDE

VI. Board Committee Reports/Updates

A. Board Fundraising and PR Committee: D. Hamilton reported the following:

1. **Event Planning:** a comedy event is being planned for February 9, 2020. February 9th CHIME Institute will host this year's special event, "My Funny Valentine." This comedy and music themed event will raise funds for the programs of CHIME Institute. It will be held at the Canyon Club in Agora Hills. Board members met a 100% commitment to purchase a Gold Sponsorship towards the event.

B. Board Development Committee

Melissa Aguilar discussed the engagement of a firm to assist in the creation of a strategic plan and goals for the firm, however, the costs were significant. The Board discussed seeking a grant to fund such a program.

VII. Closed Session

- a. A discussion was held concerning CHIME staff.
- b. A potential legal issue involving a CHIME parent was discussed.

VIII. Adjournment

The meeting was adjourned.