

**Minutes of the
CHIME Institute
Board of Directors Meeting
Held via Zoom Video Conference
Tuesday, November 10, 2020**

Members Present: Patrick Smith, Dawn Hamilton, Josh Mark, Marc Polansky, Tony Battaglia, Traci Myman, Jeffrey Becker, Melissa Aguilar

Members Absent: Matthew Rinnert,

Others Present: Erin Studer, Annie Cox, Caitlin Healey, Shelbi Doherty, Irina Castillo, Kathy Jamison

Call to Order: The meeting was called to order by Board Chair/President P. Smith **Public Comment** (3 minutes each)—Speakers were allowed the opportunity to “sign up” for public comment before the start of the meeting and public comment was invited for each agenda action item. Each speaker, if any, was advised of the three (3) minute time limit and that ordinarily, Board members cannot respond to presentations on non-action items as no action can be taken on non-agenda items, but that the Board may advise that direction may be given to staff following a presentation later.

Public Comment: There was an opportunity for public comment and none was made

I. Consent Agenda (5 min)

The following item(s) may be adopted by a single vote of the board, or any item(s) may be pulled off of consent by any member’s request (without any need for a vote to pull from consent).

1. **Approval** of the October 6th, 2020 Board of Directors Meeting Minutes. a) Tabled for next meeting as the date was incorrect and, therefore, for a review of the minutes.
(1) Agenda for next meeting should also include a motion to approve the 9/14 special meeting.

II. Educational Programs Reports

CHIME Preschool: Close attention is being paid to children’s progress monitoring as we continue with Distance Learning only at this time. We have held Parent Conferences and are utilizing an Electronic Portfolio to monitor children’s progress. We continue our collaboration with the CSUN Child and Family Studies Center.

California State Department of Education (CDE) Application for Nonpublic Agency NPA: The application packet for the 2021 Certification was completed and submitted. This year there were

additional requirements for training as per AB 1172:

AB 1172, LEAs are now responsible for ensuring that contracted nonpublic schools and agencies have adopted and implemented the use of mandatory behavior staff training. The CDE is enforcing this responsibility by requiring LEAs to sign form NPA07 or NPS13 (LEA Verification of Behavioral Training) included in CDE Application Packets beginning with 2020-2021 school year.

Towards this end, all staff has completed 2 90-minute training sessions with three faculty members from CSUN Board Certified Behavior Analysis Masters of Science Program; and Annie completed the Crisis Prevention Institute *Nonviolent Intervention Instructor Training* as per LAUSD requirements. Additional training for staff will follow.

Infant and Toddler Program Enrollment: Referrals to and enrollment in our Center-Based Program (currently providing services through Distance Learning) has seen a large decrease. We continue to work in advertising the Program to NLACRC. The Home Visiting Program also continues to provide services via Tele-Intervention.

Towards the “Child Find” issue in Early Start, here’s the LA Parent Magazine (page 32): <http://www.mirabelsmagazinecentral.com/digitaledition/index.html?id=f63211c3-fe0d-4109-b396-fe2cf4b76474>. Annie met with Dr. Ivor Weiner and Family Focus Resource Center staff and it was suggested a short video be made to be distributed via social media.

Directives from the Department of Developmental Services (DDS): The Department of Developmental Services’ (“DDS”) changed the implementation of the new monthly rates for alternative non-residential services from November 1, 2020 to December 1, 2020.

Parent Engagement: We have continued to offer Parent Education meetings for Preschool and Infant/Toddler parents on a variety of topics based on a Needs Assessment survey. CSUN College of Education – Special Education faculty, Dr. Zhen Chai and Dr. Connie Wong have volunteered to lead a series of meetings.

Additional Collaboration with CSUN:

We have continued to hold the CHIME Early Education Committee with support from three faculty in the College of Education, Department of Special Education: Michele Haney, Ph.D.; Zhen Chai, Ph.D., and Connie Wong, Ph.D.

We are supporting one Early Childhood Special Education credential candidate this semester and one Child and Adolescent Development fieldwork student.

Following the CSU Article: <https://www2.calstate.edu/csu-system/news/Pages/Overcoming-Obstacles-Together.aspx> Annie met with Sarah Oesterle Director of Development for the Michael D. Eisner College of Education.

Other Items:

Citibank: We are dealing with two accounting withdrawals from the Early Education savings account.

Amazon Wish List: We have a list of educational materials and books for distribution to the children we serve: https://www.amazon.com/hz/wishlist/ls/2I1L1ZWNDV4GS?ref_=wl_share

Grants: A proposal to the Mara W. Breech Foundation (Teacher Training) has been submitted. Results will be announced on January 1st, 2021. Discussion of the need for follow up by the Board, or not, to engage the granting agency on fulfillment of the grant.

- III. CHIME/CSUN Partnership Advisory Committee Update by Amy Hanreddy:**
- a) CSUN partnership- continues to have student teachers at CHIME.
 - b) A presentation on progress monitoring for early childhood. Yesterday brought in reps from Regional Center from Family Focus Resource Center at CSUN and two reps from Westside Reg Center to talk about partnering with schools and struggling families in distance learning. .
 - c) looking towards spring semester. eager to hear about chime reopening plans because they want to support students in fieldwork. do not have permission to send students in person to schools.
 - d) Discussion about Regional Center participation in assisting families and participating in IEPs. This is welcome news about the Regional Center.
 - e) Applause for Amy’s advisory Committee for working during the pandemic and helping CHIME Institute.

Additional Collaboration with CSUN:

Discussion of the incoming President at CSUN and her potential affinity for CHIME and discussion on importance of reaching out.

Public Comment invited:

- A. Cox updated everyone on “New York Moves” Magazine honoring a former founding parent Laura San Giacomo. Board advised of a video being prepared by Delia Calderon, Annie Cox and Patrick Smith thanking Laura for all that she has done for the CHIME Institute. It will be submitted to honor her. Laura confirmed that she is comfortable with it. No other Public comment made.

IV. Closed Session

A closed session was held in a breakout room. No action taken.

V. Adjournment:

M/S/P Motion (P. Smith) to adjourn the open session of the meeting.

VOTE

Yeses: Dawn Hamilton, Josh Mark, Marc Polansky, Tony Battaglia, Traci Myman,
Jeffrey Becker, Patrick Smith, Melissa Aguilar

No's: None

Abstentions: None

MOTION PASSES: 8-0-0