

**Minutes of the
CHIME Institute
Board of Directors Meeting
Held via Zoom Video Conference
Tuesday, January 5, 2021**

Members Present: Patrick Smith (Chair), Dawn Hamilton, Marc Polansky, Matt Rinnert, Tony Battaglia, Jeffrey Becker, and Melissa Aguilar. These members constitute a quorum.

Members Absent: Joshua Mark and Traci Myman.

Others Present: CHIME/CSUN Liaison: Amy Hanreddy.
Staff: Erin Studer, William Caplenor, Annie Cox, Caitlin Healey, Irina Castillo (ExED), Kathy Jamison

Call to Order: P. Smith called the meeting to order. This meeting will be conducted pursuant to the Governor for the State of California’s Executive Orders N-25-20 and N-29-20

I. **Public Comment** (3 minutes each)—Speakers may sign up at 5:55 p.m. Members of the public who wish to make comments on agenda or non-agenda items are welcome to do so. Each speaker is limited to three (3) minutes. Ordinarily, Board members cannot respond to presentations as no action can be taken. However, the Board may give direction to staff following a presentation at a later time.

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

II. **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 December 8, 2020 Board of Directors Meeting Minutes.

M/S/P Motion (P. Smith/M. Aguilar) to approve the Minutes of the December 8, 2020 Board Meeting.

VOTE

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

No’s: None

Abstentions: None

MOTION PASSES: 8-0-0

III. **Educational Programs Reports**

1) CHIME/CSUN Partnership Committee: A. Hanreddy, CHIME/CSUN Liaison reported the following:

Community of Practice: Amy is continuing to lead a weekly Community of Practice focusing on supporting students with complex needs and with participation from a variety of schools and programs including CHIME, TLC, WISH and Culver City Unified School District. The group is considering grants from LACOE to support teachers and help parents. The group is looking into developing curriculum to help students practice wearing masks; engage in socially distant play; as well as developing Parent Education opportunities to disseminate community resources and support.

Student Teachers: Placement of student teachers will be taking place soon with requests for placement at CHIME Charter included.

CSUN Anti-Racism Professional Development Opportunities: A number of webinars and resources offered by CSUN are available to teachers.

2) Early Education Programs: A. Cox reported the following:

CHIME Preschool: Classes started again on January 4, 2021. Additional opportunities to support and engage with families with more individual virtual check-ins with professional staff will be provided.

Campus Closure: CSUN's mode of fully virtual learning and remote working has been extended into February 15, 2022. In addition, the majority of spring classes are scheduled to be fully virtual and will remain in this mode all semester.

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

Department of Developmental Services directives: Rates for what might considered "Alternative Services" for Infants and Toddlers under Early Start are being distributed by the Regional Centers and we will be examining the impact that might have on our budget.

Adopt a Family for Holidays: Many thanks to Board members who contributed to purchase of gift cards that were distributed to several families during the holidays.

Collaboration with CSUN: The CHIME Early Education Committee continues with monthly meetings 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 will have two CSUN students completing internship activities with us during the Spring semester.

IV. Committee Reports and Updates:

Finance Committee: A brief discussion about the second round of Paycheck Protection Program (PPP) took place. It appears CHIME Institute is not a candidate based on expected reduction in revenue. The Finance Committee will meet to review financial standings.

V. Adjournment:

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

VOTE

Yeses: Dawn Hamilton, Matt Rinnert, Marc Polansky, Tony Battaglia, Jeffrey Becker, Patrick Smith, Melissa Aguilar

No's: None

Abstentions: None

MOTION PASSES: 7-0-0

VI. Closed Session

The Board held a Closed Session to discuss a legal matter.