

**Minutes of the  
CHIME Institute  
Board of Directors Meeting  
Held via Zoom Video Conference  
Tuesday, April 6, 2021**

**Members Present:** P. Smith (president), T. Battaglia, J. Mark, M. Rinnert, T. Myman, D. Hamilton, M. Aguilar

**Members Absent:**

**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.

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

II. **Consent Agenda** (5 min)

a. 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).

i. **Approval** of the March 2<sup>nd</sup> CHIME Institute Board of Directors meeting minutes.

ii. **M/S/P Motion** (J. Mark/ P. Smith) to approve the CHIME Institute’s Schwarzenegger School Fiscal Policies Manual as presented to the board via email.

iii. **VOTE**

1. **Yeses:** P. Smith, D. Hamilton, J. Mark, M. Aguilar, M. Polansky, T. Myman, T. Battaglia, M Rinnert

2. **No’s:** None

3. **Abstentions:** None

4. **MOTION PASSES: 8-0-0**

III. **Educational Programs Reports**

a. CHIME/CSUN Partnership Committee: The Board will be given an opportunity to review and ask questions about the report provided by CHIME/CSUN Committee liaison.

b. Amy Hanreddy presented the following:

i. Community of practice meeting is on Mondays and they continue to meet. They are focusing on the practices of inclusion around reopening.

- ii. University: as of a month ago the university was telling faculty to bring as few classes back on campus and they have reversed their position.
- iii. ITEP is an undergraduate credential program. It is a partnership with other colleges. They have recently had an increased awareness about teaching students with disabilities across various disciplines. The partnership committee hopes this to be a good opening to develop partnerships.
- iv. A. Hanreddy is on a committee that is working on an equity certification around equity and anti-racism. One focus is bringing in community partners. This will hopefully provide access to this certification for
  - v. Amy has been working on a grant for \$100,000 that focuses on increased access for individuals with intellectual disabilities. This may look at the IEP process and self determination.
  - vi. Revising the Credential program to align with new standards. There will be a combined mild-moderate and extensive support needs credential program. They are looking at critical disability studies that looks at the intersection of race and disability. She is looking to make sure that the CHIME bylaws take these new practices into account.
    - 1. There was a discussion as to how this information is disseminated among the staff.
    - 2. D. Hamilton volunteered to be involved.

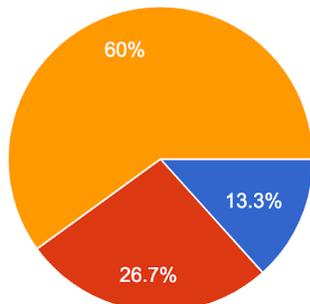
IV. **Early Education Programs:** The Board will be given an opportunity to review and ask questions about the report provided by the Executive Director of the Early Education Programs, summarizing any updates and actions taken since the last meeting and any recommendations to the Board.

a. **Annie Cox presented the following:**

- b. NPA Certification: Our Nonpublic Agency (NPA) Certification for 2021 has been approved by the California State Department of Education (CDE).
- c. LAUSD Master Contract: The Master Contract for the 2021-2022 School Year is due on April 9, 2021.
- d. CHIME Preschool: We have continued to offer Distance Learning in collaboration with the CSUN Child and Family Studies Center and distribution of books and educational materials.
- e. Reopening Plans: CSUN has not made any changes to their reopening plans and we have reached out to a variety of community programs that might consider a temporary rental or lease to house our program. We are also meeting with the Dean of the College of education for further guidance.
- f. We conducted a Parent Survey of Preschool Families about Reopening:

If CHIME Preschool can reopen later this spring under LA County/State health and social distancing conditions, what type of program would prefer for your child?

15 responses

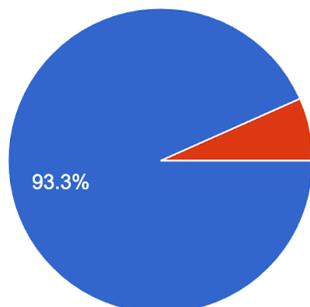


- I would like my child to continue with virtual learning for now (out of health concerns for your child or other members of your family).
- I would like my child to start in-person learning as soon as possible.
- I would like a "hybrid" option (some days in-person, some days virtually) for my child.

g.

If CHIME Preschool reopens at an alternate site, we plan on offering a 3-hour per day program (most likely in the mornings). Will a 3-hour per day program work for your family?

15 responses



- Yes, a 3-hour per day will work for our family.
- No, a 3-hour per day program will not work for our family.

h.

- Webinar: The Early Education staff provided a webinar per request of the Family Focus Resource Center targeting strategies to support young children's development through daily routines on March 24, 2021.
- Infant and Toddler Program: Our Home Visiting Program has continued to provide services via Tele-Intervention as well as distribution of books and educational materials for children. We have continued our outreach with the local Regional Center as we navigate the lower number of referrals and are supporting Child Find efforts.
- Department of Developmental Services (DDS) directives: Early Start remote services have been extended, and Early Start (birth to three) consumers can continue to access services through 5/11/21 if they are waiting for school district (preschool placement).
- Leadership Team: CHIME Charter School and Early Education administrators, and CHIME/CSUN Liaison have started meeting together again. We will be looking more closely as the "2021-2022 Work Plan" (attached in draft form) as a way to guide discussion and

planning based on vision and mission. Document was based on previous Committee structure. We are seeking Board input for setting up priorities and next steps.

- i. The draft of the CHIME Institute Workplan 2021-2022 was reviewed.
- ii. There was discussion around developing a timeline to complete goals outlined in the plan

m. Collaboration with CSUN: We have continued to hold the CHIME Early Education Committee 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 have continued to collaborate closely with the Lab School during Distance Learning. We continue to support CSUN students in Child Development, Nutrition and Kinesiology and one student completing her Masters in Early Childhood Special education. We received a request from a CSUN doctoral study to conduct a research study “The Teachers' Voice in Inclusive Preschool Programs: A Case Study”. She has now secured CSUN IRB approval.

- i. There was discussion around the inability of the CHIME infant toddler program to continue if no site is made available.
- ii. There was a discussion regarding Staff Salaries.

**V. Recognition of the vote on the approval of the CHIME Institute's Independent Auditor's Report which includes the Early Childhood Programs.**

- a. The institute bylaws amendments will be addressed in the ad-hoc committee discussed in the Chime Charter School Board Meeting earlier in the day.
- b. Annie noted that Jeff reached out to her and she respects his decision.

**VI. The board will venmo money to Dr. Studer so that he can purchase and distribute Starbucks gift cards for the staff of all programs.**

**VII. Adjournment**

- a. **M/S/P** Motion (P. Smith/M. Polansky) to adjourn the April 6<sup>th</sup>, 2021 meeting of the CHIME Charter School Board of Directors meeting.
- b. **Public comment**: There was an opportunity for public comment. None were made
- c. **VOTE**
  - i. **Yeses**: P. Smith, J. Mark, D. Hamilton, T. Myman, T. Battaglia, M. Rinnert, M, Aguilar, M, Polansky
  - ii. **No's**: None
  - iii. **Abstentions**: None
- d. **MOTION PASSES: 8-0-0**