

**Minutes of the
CHIME Institute
Board of Directors Meeting
Held via Zoom Video Conference
Tuesday May 4, 2021**

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

Members Absent: None

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. 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).
 - a. **Approval** of the Chime Institute Board of Directors meeting on April 6th, 2021
 - b. **M/S/P Motion** (P. Smith/ M. Rinnert) to approve the Chime Charter School Board of Directors meeting on April 6th, 2021

 - c. **VOTE**
 - d. **Yeses:** P. Smith, M. Polansky, M. Rinnert, T. Battaglia, T. Myman, M. Aguilar
 - e. **No’s:** None
 - f. **Abstentions:** *None*
 - g. **MOTION PASSES: 6-0-0**

- III. **Educational reports**
 1. A. Hanreddy said that there was nothing that was different to report.
 2. A Cox described the process that she and the others in her program have been undergoing with various CSUN departments in order to re-open the Lab School.
 - a) There was a discussion around CSUN’s procedures that have kept everyone off campus for the past year.
 - b) E. Studer asked for specifics around the school’s requirements including parent preferences and insurance requirements.
 - b. A. Cox presented the following:

1. LAUSD Master Contract: The documentation for the CHIME Preschool Nonpublic Agency (NPA) Master Contract for the 2021-2022 School Year was prepared and submitted.
2. 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.
3. Reopening Plans: A number of meetings and steps have now taken place as we move forward for the Provost's approval of providing in-person services.
4. Infant and Toddler Program: Our Home Visiting Program has continued to provide services via Tele-Intervention along with 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.
5. Leadership Team: CHIME Charter School and Early Education administrators, and CHIME/CSUN Liaison is now meeting monthly to look more closely at the "2021-2022 Work Plan" as a way to guide discussion and planning based on vision and mission. We are continuing to seek Board input for setting up priorities and actions.
6. 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.
7. Training and Outreach: Annie and Dr. Chai presented on the topic of Early Childhood Inclusion at the Infant Development Association Vivian Weinstein Leadership Day on May 3, 2021.
8. SCDD Inclusive Education Program Development Grant: CHIME Institute is interested in submitting a proposal to the California State Council on Developmental Disabilities with a focus on Inclusive Education: <https://scdd.ca.gov/grantinformation/>
 - a. A. Cox noted that this grant is due soon and explained why it is exciting.
 - b. P. Smith noted that A. Cox does an incredible amount of work for this program.
 - c. He noted that Erika Barnathan's mother passed away recently and A. Cox described her link with Erika and her mother.
 - d. P. Smith is in preparation to send a gift in lieu of flowers. Donations can be made to two websites
 - e. The board expresses deep regret for her passing.

9. P. Smith Requested that D. Hamilton make an advertisement in the CHIME Charter School Yearbook expressing congratulations to students for completing the year.
10. A. Hanreddy discussed a research partner opportunity that may move forward.

IV. Adjournment

- a. **M/S/P** Motion (P. Smith/ M. Rinnert) to adjourn the May 4, 2021 CHIME Institute Board of Directors meeting
- b. **VOTE**
- c. **Yeses:** P. Smith, M. Polansky, M. Rinnert, T. Battaglia, T. Myman, M. Aguilar
- d. **No's:** None
- e. **Abstentions:** *None*
- f. **MOTION PASSES:** *6-0-0*