

**Minutes of the
CHIME Charter School
Board of Directors Meeting
Held via Zoom Video Conference
Tuesday June 1, 2021**

Members Present: Patrick Smith, Dawn Hamilton, Marc Polansky, Matthew Rinnert, Tony Battaglia, Traci Myman

Members Absent:

Others Present: Erin Studer, Annie Cox, Caitlin Healey, Shelbi Doherty, Irina Castillo (EXED), Kathy Jamison, William Caplenor A. Hanreddy

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:

1. Kathy Jamison asked if any board members would like to join the 8th grade graduation.

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 Charter School Board of Directors meeting on May 4, 2021

- a) Amendment: remove Jeff Becker.
- b) Amendment: remove J. Mark from attendance at the first meeting and only mention his presence in the institute meeting.
- c) **M/S/P Motion** (P. Smith/ T. Myman) to approve CHIME Charter School Board of Directors Meeting held on April May 4th, 2021

b. VOTE

- a) **Yeses:** P. Smith, T. Myman, M. Rinnert, M. Polansky
- b) **No’s:** None
- c) **Abstentions:** D. Hamilton, J. Mark
- d) **MOTION PASSES: 4-0-2**

III. Update on transfer of retirement funds.

1. E. Studer explained the process by which they are moving money into different accounts.
2. E Studer explained that he may need to make contributions to one of the accounts to keep it active.
3. P. Smith requested a semi-annual update around January. There was a discussion about reviewing the accounts.
 - a) Transfer of \$2M from our LSW account to the new Equitable Annuity investment as directed by the board. \$300,000 has been transferred to the new Bank of Southern California account and is ready to be invested

using a cost averaging approach into mutual funds. Our current assets for the pension plan are as follows:

- a) LSW Account: \$714,560.92
- b) Equity Annuity: \$2,000,000
- c) Bank of Southern California: \$300,000
- d) Total assets: \$3,014,560.92 Liquid Assets - \$1,014,560.92

II. CHIME Credential LAO approvals

- 1. E. Studer explained the what the LAO is and why these need to be approved
- 2. P. Smith asked if any of the subject matter are credentialed. There was a discussion about the subjects and how they relate or don't relate to credentials.
- 3. There was a discussion about why the CalSAAS system requires this process to take place the way that it does.
- 4. There was an opportunity for public comment and none were made

5. Approval of local assignment for Middle School elective courses:

- a) RESOLUTION OF THE BOARD OF DIRECTORS OF CHIME Institute's Schwarzenegger Community School TO AUTHORIZE COURSE ASSIGNMENT CONSISTENT WITH EDUCATION CODE § 44258.3
- b) WHEREAS, the Board of Directors of CHIME Institute's Schwarzenegger Community School ("Board") can assign the holder of a credential to teach another subject consistent with Education Code section 44258.3, provided that the Board verifies that the teacher has adequate knowledge of the subject matter to be taught;
- c) WHEREAS, the Board and the following candidates ("Candidates") desire that the Board assign Candidates to teach the following courses ("Course");
 - (1) **Max Epstein - Coding and Podcasting**
 - (2) **Katie Robinson - Home Economics**
 - (3) **Alyssa Romero - Photography**
 - (4) **Dania Najmi - Film**
 - (5) **Josh Sausner - Study Skills/Learning Lab**
 - (6) **Natalie Landau - Study Skills/Learning Lab**
 - (7) **Heidi Mark - CHIME Channel**
 - (8) **Engelberth Simms - Environmental Awareness**
 - (9) **Sydney Snyder - Arts and Activism**
 - (10) **Emily Morton - Ceramics**
- d) WHEREAS, the Executive Director and/or Principal conducted a review to confirm that Candidate has the subject matter competence necessary to teach the Course, and reached this

conclusion following review including observations, oral interviews, demonstrations, lessons, presentation of curricular portfolios, and review of University coursework;

- e) WHEREAS, the Executive Director and/or Principal conducted an assessment to verify Candidate's adequacy of subject matter knowledge and determined there was sufficient evidence of Candidate's knowledge of the subject matter to be taught and at the grade level to be taught using review criteria, which include: successful prior teaching experience of the subject; successful completion of intensive professional development in the subject to be taught; review of portfolio containing evidence of demonstrated knowledge; results of oral interviews; practical experience; observation over time of the teacher in the subject in the grade level currently being taught; observation of a demonstration lesson in the subject and at relevant grade level; completion of relevant college or university course work;
- f) WHEREAS, the Executive Director and/or Principal found the Candidate completed any relevant coursework;
- g) WHEREAS, the Board desires to approve the assignment of Candidates to teach the Courses for the 2020-21 school year and any school year thereafter so long as the teacher consents to the assignment.
- h) NOW, THEREFORE, this Board hereby finds, resolves, and orders as follows:
 - (1) The Board hereby finds and declares the foregoing recitals to be true and correct.
 - (2) The Board hereby finds that CHIME staff conducted a review to confirm Candidates have the subject matter competence necessary to teach the Courses and Candidates consented to teaching the Courses.
 - (3) Pursuant to the foregoing and based on more than one of the required methods of verification, the Board hereby finds that Candidates have adequate subject matter knowledge necessary to teach the Course and determined there was sufficient evidence of Candidate's knowledge of the subject matter to be taught at the grade level to be taught, and hereby authorizes the assignment of Candidates to teach Courses consistent with Education Code § 44258.3 in the 2020-21 school year.

6. **M/S/P** Motion (M. Aguilar, M. Rinnert) for the approval of local assignment for Middle School elective courses

7. **VOTE**

- a) **Yeses:** P. Smith, T Battaglia, M. Rinnert, M. Aguilar, D. Hamilton, M. Rinnert, T. Myman,

- b) *No's*: None
 - c) *Abstentions*: J. Mark
- b. **MOTION PASSES: 7-0-1**

III. Expanded Learning Opportunities Grant

1. E. Studer explained that 50% of the funds have been received and we will receive the balance in the next Fiscal year. He explained what the intent of the grant is and the requirements of the grant.
 - a) He went into detail about how CHIME plans to fulfill the requirements of the grant.
 - b) J. Mark asked if this was a one-time grant and whether or not the programs implemented would be funded in the normal budget. I Castillo clarified that this is probably a one-time fund.
 - c) E. Studer explained how the plans would collapse if needed
 - d) P. Smith requested whether this was a template and whether there may be an audit. E. Studer explained how the plan meets the requirements.
- b. **There was a call for public comment and none were made.**

- c. **M/S/P Motion** (J. Mark/ D. Hamilton) To approve the Expanded Learning Opportunities Grant
2. **VOTE**

- a) *Yeses*: P. Smith, M. Rinnert, M Polansky, J Mark, T Battaglia, D Hamilton, T. Myman, M. Aguilar
 - b) *No's*: None
 - c) *Abstentions*: None
- b. **MOTION PASSES: 8-0-0**

IV. 2021-22 LCAP Public Hearing

1. Local Control Accountability Plan Public Hearing
 - a) E. Studer explained what the LCAP is and the intention behind its design.
 - b) He explained how we meet the requirements of this plan
 - c) E. Studer explained that there are 5 new LCAP goals and he explained each individually.
 - d) Dr. Studer described goals that would be carried forward.
 - e) He described the funds that the school will receive from various avenues and the fact that most of the funds go towards paying employees.
 - f) He described the process by which the plan would be approved, presented to the public, and approved as a final plan by July 1st.
- b. **There was an opportunity for public comment**
- a) A. Cox asked about the parent input, whether there is a percentage of

participation required. E. Studer explained the various avenues by which stakeholders are surveyed and the various methods that the plan is presented to the public.

- b) D. Hamilton asked whether all families are surveyed about the plan and E. Studer explained that they would.
 - c) Amy Hanreddy asked how the plan targets English Language Learners. E. Studer described how some of the actions of the plans address those student's needs.
 - d) A. Hanreddy commented that the targeted funds should benefit those groups within the community and that they should be aligned with those populations.
- c. The plan was presented to the board and there was an opportunity for input, which was given. There will be further opportunities for input.**

V. 2021-22 EXED Contract Review

- 1. The EXED contract was reviewed by the board
 - a) E. Studer noted the rate of increase is standard and described his interpretation of the fees included in the contract and the roles that EXED fills.
 - b) I. Castillo went into detail about how a one-time fee was assigned.
 - c) P. Smith described the differences in fees from last year to this year.
- 2. **There was an opportunity for public comment in regards to the EXED contract. No comment was made**
- a. **M/S/P Motion** (J. Mark, D. Hamilton) To approve the 2021-2022 EXED Contract as presented
- 3. **VOTE**
 - a) **Yeses:** P. Smith, D. Hamilton, J. Mark, M. Rinnert, T Battaglia, T. Myman, M. Polansky, M. Aguilar
 - b) **No's:** None
 - c) **Abstentions:** None
- b. **MOTION PASSES: 8-0-0**

VI. Financials

- 1. I. Castillo presented the financial dashboard.
- 2. She updated the board on the sale of receivables.
- 3. She updated the board on the transfer of PPP funds.
- 4. She presented the check register.
- 5. P. Smith asked about a charge related to Psych assessments.
- 6. I. Castillo presented the Governor's Budget
 - a) She described the significant increase in unemployment insurance fund.
 - b) There was discussion about whether the rate would drop in the future.
 - c) She described various funds CHIME is set to receive.
 - d) She described various proposals that the Governor made

- e) Irina requested that she meet with the financial committee before the next meeting
- 7. There was a discussion about who is on the finance committee and when they would meet with Irina.
- 8. There was a discussion about how the brown act may change after June 15th.
- 9. E. Studer described the challenges that CHIME faces with balancing its budget.
- 10. D. Hamilton requested talking points from Erin on these challenges

VII. Annual Board Retreat Format Discussion

- 1. On-line and split up meeting or one Saturday together;
 - a) There was a discussion about the different ways that the board can meet.
 - b) The board agreed to split the retreat into three different sessions.
- 2. Topics; Strategic Planning; Board Goals for next year, two years and five years

VIII. Adjournment

1. VOTE

- a) *Yeses:* P. Smith, D. Hamilton, J. Mark, M. Rinnert, T Battaglia, T. Myman, M. Polansky, M. Aguilar
- b) *No's:* None
- c) *Abstentions:* None

b. MOTION PASSES: 8-0-0