

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

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

Members Absent: None

Others Present: Erin Studer, Annie Cox, Irina Castillo, William Caplenor

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) 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 May 4th, 2021
 - a) **Amend for J. Becker**
 - b. **M/S/P Motion** (P. Smith/M. Polansky) to approve the Chime Charter School Board of Directors meeting on May 4th, 2021
 - c. **VOTE**
 - a) **Yeses:** P. Smith, T. Battaglia, M. Rinnert, T. Myman, M. Aguilar, M. Polansky
 - b) **No’s:** None
 - c) **Abstentions:** *Dawn and Josh*
 - d. **MOTION PASSES: 6-0-2**

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).

- III. **2021-22 EXED Contract Review**
 1. The EXED contract was reviewed by the board in the previous meeting.
 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, T. Battaglia, M. Polansky, M. Aguilar, J. Mark, M. Rinnert, T. Myman
 - b) *No*'s: None
 - c) *Abstentions*: None
4. **MOTION PASSES: 8-0-0**

IV. Educational Programs Reports

1. 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.
 - a) A. Hanreddy shared about the community of practice meetings and how their focus has shifted.
 - b) The research program that CHIME participated in will publish its findings soon
 - c) CSUN has updated its Special Education credential program especially including the language used in the program.
 - d) There are new literacy standards.
 - e) She suggested using leveraging CSUN'S ITEP program to field paraprofessionals
 - f) She described a partnership with regional schools. There was a discussion about which schools are involved.
 - (1) D. Hamilton noted the new style guidelines around the current terminology. There was a discussion about how this conversation is happening and where it's coming from.
2. 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
 - i. LAUSD Master Contract: The CHIME Preschool Nonpublic Agency (NPA) Contract for the 2021-2022 School Year has been renewed. No rate increases were offered.
 - ii. Reopening Plans: We submitted a multiple phase plan and have continued to meet with representatives from the CSUN Department of Environmental Health and Safety. We have taken a number of steps towards reopening:
 1. A Fire Inspection by CalFire took place on May 14.
 2. COVID-19 Protective Equipment and Signage which had been stored at the College of Education was delivered.
 3. A walk-through with the CSUN Facilities Coordinator for the College of Health and Human Development took place on May 20.
 4. A COVID-19 Room Capacity Determination with a CSUN Environmental Health and Safety specialist took place on May 24.
 - iii. Infant and Toddler Program:

1. Our Home Visiting Program has continued to provide services via Tele-Intervention along with distribution of books and educational materials for children. We are addressing issues related to COVID-19 safety for back to in-person services for our Home Visiting Program. We have continued our outreach with the local Regional Center as we navigate the lower number of referrals and are supporting Child Find efforts.
 2. The Department of Developmental Services (DDS) informed us of a time-limited funding (Assembly Bill 79, section 4691.12) for a rate increase effective January 1, 2021 through December 31, 2021.
- iv. SCDD Inclusive Education Program Development Grant: CHIME and CSUN submitted a proposal to the California State Council on Developmental Disabilities with a focus on Inclusive Education. Many thanks to Amy Hanreddy for her tremendous support in writing the proposal: <https://scdd.ca.gov/grantinformation/>
 - v. Insurance Renewal: Our carrier has increased the personal property by 4% to keep up with inflation; however, the total premium for the Package and Umbrella for the renewal is 12% lower than expiring due to the impact of COVID 19.
 - vi. There was a discussion about the LAUSD Mega COLA
 - vii. There was a discussion about how in-person instruction would happen over summer.
 - viii. There was a discussion about mandatory vaccines for children or staff. The concept that the school is not only a school but also a workplace, so the schools are subject to Cal-OSHA requirements.
 - ix. A. Hanreddy described the environment at CSUN related to reopening. There was a discussion about the status of the pandemic.

V. Annual Board Retreat Format Discussion.

1. On-line and split up meeting or one Saturday together;
2. Topics; Strategic Planning; Board Goals for next year, two years and five years

VI. Adjournment

- a. **M/S/P** Motion (P. Smith/D. Hamilton) to adjourn the June 1st, 2021 CHIME Institute Board of Directors meeting
- b. **VOTE**
2. **Yeses**: P. Smith, D. Hamilton, T. Battaglia, M. Polansky, M. Aguilar, J. Mark, M. Rinnert, T. Myman
- a. **No's**: None
- b. **Abstentions**: *None*
- c. **MOTION PASSES: 8-0-0**