

**Minutes of the  
CHIME Charter School  
Board of Directors Meeting  
Held via Zoom Video Conference  
Tuesday June 28<sup>th</sup>, 2022**

**Members Present:** Patrick Smith, Dawn Hamilton, Melissa Aguilar, Matthew Rinnert, Traci Myman, M. Polansky

**Members Absent:** Josh Mark, Tony Battaglia

**Others Present:** Erin Studer, Annie Smith, Kathy Jamison, Caitlin Healey, William Caplenor

**Call to Order:** The meeting was called to order by Board Chair/President P. Smith

**I. Affirmation of Continuing Emergency Conditions Necessitating Virtual Board Meeting**

1. Dr. Studer presented the following recommendation that board meetings be held remotely.

June 28<sup>th</sup>, 2022

**TO:** CHIME Charter  
Board of Directors

**FROM:** Erin Studer  
Executive Director

**SUBJECT: Recommendation to approve the June 28th and August 2022 CHIME Charter School Virtual Board Meeting**

**BACKGROUND**

While California's Ralph M. Brown Act has been amended to allow fully virtual board meetings during a state of emergency after the Governor signed Assembly Bill 361 into law on September 16, 2021. The new law comes as local public agencies were preparing for the expiration of Executive Orders that currently allow virtual board meetings. AB 361 goes into effect immediately, and it amends Section 54953 of the Brown Act to allow virtual board meetings through January 1, 2024 in any of the following circumstances:

1. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have

imposed or recommended measures to promote social distancing.

2. The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
3. The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

These circumstances allow agencies to hold entirely virtual board meetings during the current pandemic, while California is in a proclaimed state of emergency. The previous teleconference rules under the Brown Act also remain in place, but are not as flexible.

If a board meeting is held virtually under the new provisions of AB 361, the agenda must still be posted under the appropriate timelines: 72 hours in advance for a regular board meeting, and 24 hours in advance for a special board meeting. The agenda must include the meeting link or dial-in, so that members of the public may

access the meeting. Members of the public must be allowed to address the board in real-time during the meeting. Boards can no longer require public comments to be submitted in advance. When boards use agenda items with timed public comment periods, they must allow those time limits to expire before closing public comment. When boards take public comment separately on each agenda item, they must allow a reasonable amount of time per agenda item.

AB 361 also has special provisions for technical glitches. In the event the meeting broadcast is disrupted, or if a technical issue on the agency's end disrupts public comment, the board cannot take any further action on the agenda until the technical issue is resolved.

Most significantly, in order to continue to hold virtual meetings when a state of emergency remains active, the board must make findings every 30 days that 1) the board has reconsidered the circumstances of the state of emergency and 2) the state of emergency continues to directly impact the ability of the members to meet safely in person or state or local officials continue to impose or recommend measures to promote social distancing.

As of now, the current Executive Orders that allow fully virtual board meetings are slated to remain in effect until September 30, 2021. This gives public agencies about two weeks to prepare for virtual meetings under AB 361.

## **ANALYSIS**

- 1) the CHIME Charter board has reconsidered the circumstances of the state of emergency and
- 2) the state of emergency continues to directly impact the ability of the members to meet safely in person or state or local officials continue to impose or recommend measures to promote social distancing.

## **RECOMMENDATION**

It is recommended that the Board of Directors approve to conduct the June 28th 2022 Board meetings virtually.

2. **M/S/P Motion** (P. Smith, T. Myman) to Make the finding that there are continuing emergency conditions necessitating remote meetings for June 28th 2022
3. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky
- c. **No's:** none
- d. **Abstentions:** none
- e. **MOTION PASSES: 6-0-0**

**II. Public Comment:** (3 minutes each)—Speakers were allowed the opportunity to make a public comment 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.

1. **There was an opportunity to make public comment and none were made**

**III. Consent Agenda:** 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 minutes of the 6/8/2022 CHIME Charter School Board Meeting.
  - a. **M/S/P Motion** (P. Smith, D. Hamilton) to approve the minutes of the 6/8/2022 CHIME Charter School Board meeting
  2. **Public comment:** There was an opportunity for public comment. None were made
  - a. **VOTE**
  - b. **Yeses:** P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar,
  - c. **No's:** none
  - d. **Abstentions:** M. Polansky
  - e. **MOTION PASSES: 5-0-1**

**IV. FY22-23 Budget**

1. *I. Castillo presented the FY22-23 Budget*
  - a. *There was a discussion about calculations related to ADA and unduplicated pupil counts.*
  - b. *There was a discussion about the student count total and admissions procedures.*
  - c. *There was a discussion about class sizes.*
  2. Approval of the minutes of the 22-23 Budget.
    - a. **M/S/P Motion** (M. Polansky, D. Hamilton) to approve the FY 22-23 Budget
    3. **Public comment:** There was an opportunity for public comment. None were made
    - a. **VOTE**
    - b. **Yeses:** P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky
    - c. **No's:** none
    - d. **Abstentions:** none

*e. MOTION PASSES: 6-0-0*

## V. 22/23 EPA Spending Plan

- a. E. Studer made a note that the vote to affirm this plan and the vote to affirm the FY22-23 budget confirms that the proposed pay scale will be put into place
  - a) There was a discussion about how budgets changing through August may change how salaries could change. It was established that the foreseeable changes should not affect the proposed rate scale.
2. I. Castillo presented the EPA Spending Plan and explained it's function.
- a. **M/S/P** Motion (M. Polansky, P. Smith) to designating all EPA funds in the amount of 1,746,272 to teachers salaries and benefits
3. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses: P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky*
- c. *No's: none*
- d. *Abstentions: none*
- e. *Motion approved: 6-0-0*

## VI. 21/22 Local Indicators

1. E. Studer presented the 21/22 Local Indicators.
- a. **M/S/P** Motion (D. Hamilton, T. Myman) to approve the 21/22 Local Indicators as presented
2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses: P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky*
- c. *No's: none*
- d. *Abstentions: none*
- e. *Motion Passes: 6-0-0*

## VII. LCAP Plan Board Approval

1. E. Studer presented the LCAP Plan which was previously sent to the board members and had been presented earlier in the month.
  - a) P. Smith noted that there were no major changes from the plan presented earlier in the month.
  - b) There was a discussion about the process by which the LCAP plan was reviewed.

- b. **M/S/P Motion** (D. Hamilton, M. Polansky) to approve the LCAP Plan as presented by Dr. Studer and provided to the board.
- 2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** *P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky*
- c. **No's:** none
- d. **Abstentions:** *none*
- e. **Motion Passes:** *6-0-0*

### VIII. Approval of CHIME Charter School Universal Pre-K Planning Template

- 1. E. Studer Explained the changes happening in Pre-K in the state of California and CHIME's TK plan.
  - a. There was a discussion about how this might affect credentialing for elementary school teachers in California.
  - b. A. Cox made a comment about the opportunity that CHIME has to create a model program for these very young kids.
  - c. D. Hamilton requested whether or not there was leeway on the requisite birthdays. There was a discussion about this
  - d. Public comment was made
  - e. **M/S/P Motion** (M. Polansky, M. Rinnert) to approve the CHIME Charter School Universal Pre-K Planning Template as presented
- 2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** *P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky*
- c. **No's:** none
- d. **Abstentions:** *none*
- e. **Motion Passes:** *6-0-0*

### IX. Approval of Employee Handbook

- 1. E. Studer explained the genesis of the employee handbook, as previously provided to the board. He outlined the major changes.
  - a. A. Cox noted that she had been working to make sure that changes were made in the interest of the early ed program
  - b. D. Hamilton advocated for changing language within the handbook, mission and values to reflect the more current use of "students with disabilities" rather than "students with

special needs”. There was a discussion about the origins of the language used.

- c. Public comment was made
- d. **M/S/P Motion** (P. Smith, D. Hamilton) to approve the proposed Employee Handbook.
- 2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky
- c. **No’s:** none
- d. **Abstentions:** none
- e. **Motion Passes:** 6-0-0

## **X. Approval of ELOP**

- 1. E. Studer explained the Expanded Learning Opportunities Program Plan Guide. He explained it’s purpose and the changes.
- a. There was a discussion about whether the program funded outside service providers.
- 2. **M/S/P Motion** (P. Smith, D. Hamilton) to approve the Expanded Learning Oportunities Program Plan Guide
- 3. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky
- c. **No’s:** none
- d. **Abstentions:** none
- e. **Motion Passes:** 6-0-0

## **XI. Closed Session**

- a. *No action was needed on the legal issue.*
- b. *Announcement: Erin Studer’s salary is \$134,808.46*

## **Adjournment**

- a. **M/S/P Motion** (P. Smith) to adjourn the 6/28/2022 meeting of the CHIME Charter School board of directors meeting
- 2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** P. Smith, D. Hamilton, T. Myman, M. Rinnert, M. Augilar, M. Polansky
- c. **No’s:** none
- d. **Abstentions:** none
- e. **MOTION PASSES:** 6-0-0