

MINUTES FOR A MEETING OF THE BOARD OF DIRECTORS OF SCHOOLS IN ACTION
Approved April 13, 2019

A meeting of the Board of Directors of Schools in Action was held at 12:30 a.m. on March 9, 2019. The meeting was held at Arts in Action Community Charter School, Suite 212, 1241 South Soto Street, Los Angeles 90023.

The following board members were present:

- Deborah R. Bronner
- Bernardo Gallegos
- Nancy Flores
- Ronae Harrison
- Maria Raffanti

Call to Order

Ronae Harrison called the meeting to order at 12:30 p.m. Deborah Bronner recorded the minutes. The following members of the administrative staff were present: Glenda Aleman, Executive Director; Kalin Balcomb, Director of Schools; Stephanie Conde, Director of Operations. Also present was Kevin Foti, Director of Accounting Services of Charter Impact.

OPEN SESSION

- 1) **Announcement of Closed Session Agenda Item.** Ronae Harrison announced the Closed Session meeting.
- 2) **Report of Closed Session.** Ronae Harrison announced that the Executive Director's mid-year evaluation report was reviewed and the need for a new committee member for the evaluation committee was discussed.
- 3) **Public Comment.** None.
- 4) **Announcements from Board Members and Board Committees.** The Board conducted its retreat to review the Brown Act in the morning before the scheduled Board meeting.
- 5) **Consideration of Renewal of Board Member Term.** Ronae Harrison, the Board president, proposed the renewal of Board member, Deborah Bronner's term, which expires in April 2019. Ronae Harrison made a motion to renew Deborah Bronner's term as a Board member. Nancy Flores seconded the motion. The motion passed with 4 aye votes.
- 6) **Consideration of Minutes from Past Meeting.** The Board President, Ronae Harrison, made a motion to adopt the minutes from meetings of the Board of Directors held on December 6, 2018 and January 12, 2019. Nancy Flores seconded the motion. The motion passed with 5 aye votes.
- 7) **Consideration of Low Voltage Vendor Bids.** After the Board considered bids from 3

contractors, Deborah Bronner made a motion to approve the contract with Gigacom for internal communication and basic maintenance at the new building site. Ronae Harrison seconded the motion. The motion passed with 5 aye votes. After the Board considered bids from 3 contractors, Deborah Bronner made a motion to approve the contract with Digitech for the alarm system, surveillance cameras and projectors at the new building site. Bernardo Gallegos seconded the motion. The motion passed with 5 aye votes.

- 8) **Consideration of Bus Transportation Bids.** Deborah Bronner made a motion to table the consideration of bus transportation bids for a transportation shuttle between the current school building and the new school building until the next Board meeting to provide time for the staff to obtain bids. Nancy Flores seconded the motion. The motion passed with 5 aye votes.
- 9) **Resolution to add new Treasurer to Bank Account.** After Executive Director Glenda Aleman presented a resolution to allow Deborah Bronner, Board Treasurer, to be provided with an electronic access to the organization's bank accounts, Bernardo Gallegos made a motion to remove Eric Belland as treasurer. Deborah Bronner seconded the motion. The motion passed with 5 aye votes. Bernardo made a motion to add Deborah Bronner as a signer to the bank account of Schools in Action. Ronae Harrison seconded the motion.
- 10) **Presentation of Financial Report.** Kevin Foti of Charter Impact presented the current budget-to-actual report, cash flow projection, and next year forecast based on the January financials for the Elementary School, the Middle School and the CMO. The Elementary School has a projected \$279,000 surplus forecasted and an ending fund balance forecasted of just under \$1.6 million. The enrollment is 302, with an ADA of 96.4% attendance rate. The Middle School has a \$410,000 surplus forecasted and an ending fund balance forecasted of \$824,000. The enrollment is 146 with an ADA of 96.7% attendance rate. The ending fund balance for the Charter Management Organization is forecasted at \$195,000. Deborah Bronner made a motion to approve the Second Interim Fiscal Year 2018 –19 Charter School Certification for the Elementary School. Nancy Flores seconded the motion. The motion passed with 5 aye votes. Deborah Bronner made a motion to approve the Second Interim Fiscal Year 2018 –19 Charter School Certification for the Middle School. Bernardo Gallegos seconded the motion. The motion passed with 5 aye votes. Deborah Bronner made a motion to approve the Consolidated Application for 2018 – 2019 funds. Bernardo Gallegos seconded the motion. The motion passed with 5 aye votes.
- 11) **Consideration of Food Vendor Request for Proposals.** Executive Director Glenda Aleman presented an RFP for vendor meal services for the organization's supper program for approval. Ronae Harrison made a motion to approve the food vendor RFP for the supper program. Nancy Flores seconded the motion. The motion passed with 5 aye votes.
- 12) **Consideration of Food Service Management Company Request for Proposals.** Executive Director Glenda Aleman presented a Food Service Management Company RFP for vendor meal services for the organization's NSLP and breakfast program for

approval. Ronae Harrison made a motion to approve the Food Service Management Company RFP for vendor meal services for the organization's NSLP and breakfast program. Deborah Bronner seconded the motion. The motion passed with 5 aye votes.

- 13) **Consideration to Authorize Executive Director to enter into negotiations.** Executive Director Glenda Aleman presented an opportunity to purchase a building next to the new school facility to be used for parking. Ronae Harrison made a motion to authorize Executive Director Glenda Aleman to enter into negotiations to purchase a building next to the new school facility to be used for parking. Nancy Flores seconded the motion. The motion passed with 5 aye votes.
 - 14) **Consideration of 19-20 Teacher Salary Scale.** Executive Director Glenda Aleman presented a new teacher salary scale with increased salaries to retain quality teachers. A vote was not taken on the new salary scale at this meeting.
 - 15) **Report from Administrators.** Administrators reviewed the current status of the schools, new facilities, CMO, and LAUSD annual oversight visit.
- 1) **Adjournment.** The meeting adjourned at 2:25 p.m.