

# MINUTES FOR A MEETING OF THE BOARD OF DIRECTORS OF SCHOOLS IN ACTION

## REGULAR MEETING

3.09.21

5:00pm

A meeting was held on March 9th, 2021 at 5:00pm. Due to Safer at Home and COVID-19, there was no physical meeting location. The Board Meeting was held via Zoom conferencing.

The following board members were present:

- Ronae Harrison
- Deborah R. Bronner
- Maria Raffanti
- Karin Kroener-Valdivia
- Nancy Flores
- Mariela Pinedo
- Lizette Villareal

Ronae Harrison called the meeting to order at 5:03 pm. Maria Raffanti recorded the minutes. The following members were present: Kalin Balcomb, Executive Director; Dennis Flicker, Middle School Director; Jamie Kikuchi, Elementary School Director; Jesus Mascorro, Director of Community Engagement; Stephanie Conde, Director of Operations; Kristin Dust, Director of School Culture; Tyler Myers from Charter Impact; Erin Kleiner; Director of Curriculum and Instruction; Adrian Canez, Middle School Office Manager; Besy Monterroza, Meal Program; and Melvin Marroquin, Director of Special Education.

## OPEN SESSION

- 1) **Public Comment.** There are no announcements from the public.
- 2) **Announcement for Board Members or Board Committees.** No announcements from board members or committees.
- 3) **Consideration of Minutes from Past Meetings.** The Board reviewed the minutes from the meeting of the Board of Directors held on 1.26.21 and 2.16.21. Ronae Harrison made a motion to accept the minutes from 1.26.21 and 2.16.21. Maria Raffanti seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 4) **Presentation of Financial Report.** The Board reviewed the current budget-to actual report, cash flow projection, and next year forecast based on the January financials. Ronae Harrison made a motion to accept the current budget-to actual report, cash flow projection, and next year forecast based on the January financials. Karin Kroener-Valdivia seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 5) **Presentation of Second Interim Report.** The Board reviewed the current budget-to actual report, cash flow projection, and next year forecast based on the Second Interim Report. Ronae Harrison made a motion to accept the second interim report for the elementary and middle school. Nancy Flores seconded the motion. The motion passed with 7 ayes and 0 nay votes.

- 6) **Consideration of Consolidated Application for Federal Funds.** The Board reviewed the ConApp for the elementary and middle school. Ronae Harrison made a motion to accept the consolidated application for Federal Funds. Karin Kroener-Valdivia seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 7) **Report from Administrators.** The Board reviewed updates on the remote learning transition plan, small group instruction and reopening timeline, enrollment and recruitment, plan for optional tutoring in the ES, presentation of the Homeless Youth Policy and updates, parking lot construction, CARES and COVID spending including COVID testing, reminder of electronic 700 report requirements, and updates on the meal program.
- 8) **Consideration of Summer School Budget and Program.** The Board reviewed the proposal and budget for summer school for both the elementary and middle school. Ronae Harrison made a motion to approve the proposal and budget for summer school for both the elementary and middle school. Deborah Bronner seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 9) **Consideration of Payroll Services.** The Board reviewed the payroll/HR platform quotes. Ronae Harrison made a motion to accept the recommended provider, Paychex. Mariela Pinedo seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 10) **Consideration of Copier Machine Proposals.** The Board reviewed the copier machine quotes. Ronae Harrison made a motion to accept the recommended provider for copier machines, Document Systems. Nancy Flores seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 11) **Consideration of Gazebo Construction.** The Board reviewed a proposal for Gazebo construction for the elementary school. Ronae Harrison made a motion to accept the US Shade proposal for the elementary school. Maria Raffanti seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 12) **Consideration of Board Resolution for the Withdrawal from Charter Safe Joint Powers Authority.** The Board reviewed a board resolution for the withdrawal from Charter Safe. Ronae Harrison made a motion to accept the resolution for the withdrawal from Charter Safe. Deborah Bronner seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 13) **Consideration of Hazard Pay.** The Board reviewed a proposal for retroactive and continued hazard pay for meal program staff and hazard pay for teaching staff. Ronae Harrison made a motion to accept the proposal for retroactive and continued hazard pay for meal program staff and hazard pay for teaching staff. Deborah Bronner seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 14) **Consideration of revised procurement policy.** The Board reviewed a revision to the current procurement policy. Ronae Harrison made a motion to accept the revision to the current procurement policy. Karin Kroener-Valdivia seconded the motion. The motion passed with 7 ayes and 0 nay votes.
- 15) **Selection of the Independent Auditor.** The Board reviewed a proposal to use Clifton Larsen Allen Firm as the independent audit firm for the 2020-2021 school year audit.

Ronae Harrison made a motion to accept Clifton Larsen Allen Firm as the independent audit firm for the 2020-2021 school year audit. Karin Kroener-Valdivia seconded the motion. The motion passed with 7 ayes and 0 nay votes.

**16) Consideration of Academic Calendar for the 2021-2022 school year.** The Board reviewed the 2021-2022 academic calendar. Ronae Harrison made a motion to accept the 2021-2022 academic calendar. Deborah Bronner seconded the motion. The motion passed with 7 ayes and 0 nay votes.

**17) Consideration of Every Student Succeeds Act Reports.** The Board reviewed the ESSA expenditure reports for the elementary and middle school. Roane Harrison made a motion to accept the ESSA expenditure report for the elementary and middle school. Karin Kroener-Valdivia seconded the motion. The motion passed with 7 ayes and 0 nay votes.

**Adjournment.** The meeting adjourned at 6:28pm.

Requests for disability-related modifications or accommodations shall be made 24 hours prior to the meeting to the Board Secretariat in person or by calling (323) 266-4371.

Individuals wishing to speak at a Board meeting must sign up at the meeting. There will be no sign ups in advance of the meeting. Speakers must sign up prior to the item being acted upon by the Board. Speakers should plan to arrive early as items with no speakers may be acted on at the beginning of the meeting.

Materials related to an item on this Board agenda can be requested and made available for public inspection at the main office of Schools in Action, which is also the main office of Arts in Action Community Charter Schools.