

Minutes FOR A MEETING OF THE BOARD OF DIRECTORS OF SCHOOLS IN ACTION

REGULAR MEETING

4.5.22

5:00pm

[Join Zoom Meeting](#)

ID: 84367214639

Passcode: 391221

All members and the public are able to call in remotely via zoom. Due to COVID-19 and social distancing measures under AB 361, there is no physical meeting location. If you would like access to the materials presented during the Board Meeting, you can request that the link of board documents be emailed to you at the start of the board meeting. The zoom link for the meeting is listed above.

In attendance:

Ronae Harrison, President

Lizette Esparza, Board Member

Deborah Bronner, Treasurer

Rachel Gibbs, Board Member

From the school:

Kalin Balcomb, Executive Director

Stephanie Conde, Director of Operations

Erin Kleiner, MS Co-Director

Melvin Marroquin, MS Co-Director

Meeting called to order at 5:02pm by Ronae.

OPEN SESSION

- 1) **Public Comment.** None.
- 2) **Announcements for Board Members or Board Committees.** Ronae announced that the board is looking to add new members, asked people to ask their professional networks.
- 3) **Consideration of Minutes from Past Meetings.** The minutes from the 3.8.22 Board Meeting were reviewed for adoption by the school board. Ronae made a motion to accept the minutes, Deborah seconded, vote by roll call, 4 ayes, 0 nays.
- 4) **Administrator's Report.** The leadership team shared updates on the meal program and both schools, including upcoming events, staffing and hiring including the addition of an Executive Assistant position, intent to return, student enrollment and student recruitment strategies, human resources, upcoming school interventions, community grant application and grant information, Covid-19 safety measures for review and consideration by the board. Ronae made a motion to accept the administrator's report, Deborah seconded, vote by roll call, 4 ayes, 0 nays.
- 5) **Coaching for the Executive Director.** The Executive Director presented a proposal to continue coaching for a 12 month period for review and consideration by the board. Ronae made a motion to accept the contract, Deborah seconded, vote by roll call, 4 ayes, 0 nays.
- 6) **Consideration of Contract Extension.** The Executive Director presented a proposal for contract extensions for specific school sites served through the Better4You vendor. Ronae made a motion to

accept the contract extensions, Rachel seconded, vote by roll call, 4 ayes, 0 nays.

- 7) **Consideration of Requests for Proposed FSMC Contracts for the Meal Program.** The Executive Director presented the request for proposed FSMC contracts for the meal program for review and consideration by the board. Ronae made a motion to accept the Requests for Proposed FSMC Contracts, Deborah seconded, vote by roll call, 4 ayes, 0 nays.
- 8) **Consideration of stipends for classified leadership positions.** The Executive Director presented a proposal to provide a longevity stipend for qualifying classified leadership personnel for review and consideration by the board. Ronae made a motion to accept the minuted, Deborah seconded, vote by roll call, 4 ayes, 0 nays.
- 9) **Copier Machine Contract.** The Director of Operations proposed a revision to the current contract for DocuSystems based on school needs for review and consideration by the board. Ronae made a motion to accept the copier machine contract, Deborah seconded, vote by roll call, 4 ayes, 0 nays.
- 10) **Selection of Maintenance and Operations Supplies Vendor.** The Director of Operations presented three quotes for maintenance and operations supplies for review and consideration by the board. Ronae made a motion to accept using the proposed new vendor, Waxie but continue using Staples for some items, Deborah seconded, vote by roll call, 4 ayes, 0 nays.
- 11) **Discussion on AB 361 Teleconferencing During a State of Emergency.** The school board considered continuing teleconferencing for board meetings. Ronae made a motion to continue meeting remotely under AB 361, Deborah seconded, vote by roll call, 4 ayes, 0 nays.

The board entered a breakout room for a closed session at 5:50pm.

Closed Session

1. Discussion of Personnel Matter. (pursuant to Section 54957) The board will discuss a confidential personnel matter with the Executive Director.

12) **Report of Closed Session.** The board came back to open session at 6:00pm. There is nothing to report back.

13) **Adjournment. Meeting adjourned at 6:01pm.**

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.