

**Minutes of the
CHIME Institute
Board of Directors Meeting
Held at the CHIME Charter School
Tuesday, March 3, 2020**

Members Present: Eight members of the Board were present: Patrick Smith (Chair), Melissa Aguilar, Tony Battaglia, Dawn Hamilton, Lisa Mucci, Traci Myman, Marc Polansky, and Matt Rinnert. These members constitute a quorum.

Members Absent: Two members were absent: Jeffrey Becker, and Josh Mark.

Others Present: Parents: Kristy Conradi and Erika Luna-Contreras. CSUN Faculty: Amy Hanreddy. Staff: Irina Castillo (ExED), Annie Cox, Caitlin Healy, Kathy Jamison, Esther Nodal, and Erin Studer.

I. Call to Order

P. Smith called the meeting to order.

II. Public Comment

The following two parents provided Public Comments at this meeting:

1. Kristy Conradi
2. Erika Luna-Contreras

III. CHIME Charter School Positive Behavior Intervention and Support Curriculum
C. Healy and E. Nodal presented a “Consensus Building Activity” to seek Board input on the expectation around School-Wide Positive Behavior Support for the Charter School.

IV. Approval of the Consent Agenda

A. Minutes of the February 4, 2020 Board of Directors Meeting.

The Minutes of the February 4, 2020 were reviewed and one correction under “Close Session” needed to be made. The Minutes were amended.

M/S/P Motion (P. Smith/D. Hamilton) to approve the minutes of the February 4, 2020 Board of Directors meeting as amended.

VOTE

Yeses: Melissa Aguilar, Dawn Hamilton, Lisa Mucci, Traci Myman, Marc Polansky, Matt Rinnert, Patrick Smith.

No’s: None

Abstentions: Tony Battaglia

MOTION PASSES: 7-0-1

V. Program Reports

A. The Report for the Early Education Programs was distributed and reviewed and included the following:

1. Funding/Financial Issues

Rates for Early Start (birth to three) services under the California Department of Developmental Services (DDS) continue to be an issue as increases have not been provided for many years. A number of advocacy efforts with legislators to address the lack of a rate increase for Infant Development programs are under way.

Additional documents are needed in order to open account at City National Bank as previously discussed.

2. Student Performance and Parent Engagement

Staff is providing family support as transition IEPs are held for children who will be moving on to kindergarten placements in the fall.

3. CHIME/CSUN Collaboration

The CSUN LINC News Brief was distributed as it illustrates the CHIME/CSUN Partnership and contributions as a Professional Development School (PDS).

4. Outreach

A tour and materials were provided to personnel from Ventura County School District as they are pursuing plans to develop Inclusive Preschool options. We have been approached by San Marino School District as a possible preschool inclusion placement for one of their students.

B. The Charter School Report was submitted and presented as following:

1. Enrollment:

The Charter School currently has 789 students enrolled.

2. Review of Reading Program and Interventions at CHIME Charter

As part of the Board of Director's oversight duties and request to address a parent's concern, E. Studer provided a report and presentation of the Reading Programs and Interventions being utilized at the CHIME Charter School. A number of questions about implementation and results of these programs and interventions were brought up. P. Smith, Board President, reiterated the importance of listening to parents' concerns and asked that more information be provided.

3. Financials

The Charter School January Financials and Second Interim Report were distributed and presented by I. Castillo of ExED.

Approval of the Second Interim Report

M/S/P Motion (M. Aguilar/P. Smith) to approve the Charter School Second Interim Financials as prepared by ExED and presented.

VOTE

Yeses: Melissa Aguilar, Tony Battaglia, Dawn Hamilton, Lisa Mucci, Traci Myman, Marc Polansky, Matt Rinnert, Patrick Smith.

No's: None

Abstentions: None

MOTION PASSES: 8-0-0

4. FY 19-20 Consolidated Application (ConApp)

CHIME staff in collaboration with ExED provide the Board with CHIME Charter School's FY19-20 ConApp for review. The Con App is used by the California State Department of education to distribute categorical funds from various federal programs to a variety of programs including direct-funded charter schools throughout California.

5. Engagement Letter from Audit Firm

The executed engagement letter by Clifton Larsen Allen LLP as approved by the Board in the February meeting was distributed for review.

VI. Board Committee Reports/Updates

A. Board Fundraising and PR Committee:

- 1. Event Planning:** D Hamilton reported the February Comedy Event raised approximately \$40,000.
- 2. Development:** M. Rinnert proposed addressing additional ideas and plans at the next meeting.

VII. Closed Session: The Board held a Closed Session to discuss a possible contract.

VIII. Adjournment

The meeting was adjourned.