

**Minutes of the  
CHIME Institute  
Board of Directors Meeting  
Held via Zoom Video Conference  
Tuesday, June 2, 2020**

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

**Members Absent:** None.

**Others Present:** Staff: Irina Castillo (ExED), Annie Cox, Shelbi Doherty, Caitlin Healy, Kathy Jamison and Erin Studer. Others: A few Charter School families participated in the meeting.

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

II. Public comment

Diversity By Design Committee: Ms. Erika Luna-Contreras thanked all who participated in the committee activities throughout the school year and requested the Board continue to learn about inclusion and report on activities that will assist its members to remain informed and effective.

III. Approval of the Consent Agenda

A. Minutes of the May 5, 2020 Board of Directors Meeting.

**M/S/P Motion** (M. Aguilar/L. Mucci) to approve the minutes of the May 5, 2020 Board of Directors meeting.

***VOTE***

***Yeses:*** Melissa Aguilar, Tony Battaglia, Jeffrey Becker, Dawn Hamilton, Josh Marc, Lisa Mucci, Traci Myman, Matt Rinnert, Patrick Smith.

***No's:*** None

***Abstentions:*** None

***MOTION PASSES: 9-0-1***

B. Minutes of the May 20, 2020 Board of Directors Special Meeting.

**M/S/P Motion** (P. Smith/M. Polansky) to approve the minutes of the May 20, 2020 Board of Directors Special meeting.

***VOTE***

***Yeses:*** Melissa Aguilar, Tony Battaglia, Jeffrey Becker, Dawn Hamilton, Josh Marc, Traci Myman, Marc Polansky, Matt Rinnert, Patrick Smith.

***No's:*** None

***Abstentions:*** Lisa Mucci

***MOTION PASSES: 9-1-0***

IV. Program Reports

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

**Distance Learning:** The same offerings of Distance Learning options and Tele-Therapy remain in place. Our Regular School Year (RSY) will run through June 26, and the Extended School Year (ESY) will start on July 1<sup>st</sup>. No decisions have been made about openings of buildings so we continue to prepare for a variety of different scenarios.

**Early Start “Returning to Work” Workgroup:** We are participating in a workgroup set up by North Los Angeles County Regional Center to establish guidelines on safe return to providing Home Visits and Center-based options to infant and toddlers and their families. The Department of Developmental Services (DDS) extension to including Distance Learning options ends on June 10, 2020.

**Preschool NPA Master Contract:** The 2020-2021 CHIME Institute Nonpublic Agency (NPA) Master Contract for our Preschool Program was approved by LAUSD.

**CHIME/CSUN Collaboration:** CSUN Student Teachers: We are supporting three student teachers at this time who will be completing experiences towards Early Childhood Special Education credential requirements in the Infant/Toddler Program.

**Supporting Students with Significant Support Needs:** Under the leadership of Dr. Amy Hanreddy, a group of educators from CHIME, WISH, TLC, LAUSD, Culver City USD, continue to meet to share and put in place recommendations on how to best support children with significant support needs who may not access the distance platforms for learning as well.

Other Items:

Mask Fundraiser to Support Early Education ends today:

<https://www.bonfire.com/store/chime-swap/>

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

**Last Day of Instruction will be June 4<sup>th</sup>**

**ESY:** The Charter School have offered ESY/Summer school program via distance learning to all students in the school at no cost in an effort to limit skills regression due to school closure. Nearly 200 students have signed up for our ESY program which will operate from June 22<sup>nd</sup> to July 17<sup>th</sup>.

**LCAP Update:** Instructions and guidance for the LCAP community update which was ordered to be completed by Governor’s order have been received from LACOE. This guidance will be utilized over the next three weeks along with stakeholder and community input to draft the LCAP Community report which will be presented to the board at the June 23<sup>rd</sup> board meeting.

**MTSS review of charter:** The Multi-tiered Systems of Support committee has completed and initial review of the school’s charter in preparation for revising the charter for renewal. The board will be updated on this progress throughout the summer for a targeted August submission of the charter.

**Budget Survey:** In anticipation of potential cuts due to the Governors May revised budget a survey has been sent to staff asking their input on different budget cutting approaches in order to craft a balance 20-

21 school budget. This information will be incorporated into the budget presented to the board at the June 23<sup>rd</sup> board meeting.

**Fall Planning Task Force:** A task force has been established to make plans for a return of students in the fall when conditions for safe return have been determined by state and county officials. This stakeholder committee is made of teachers, paraprofessionals, parents, and other staff. Board participation is welcomed. This group will convene stakeholder “listening” sessions throughout the summer and use the recently issued LACOE guidance document on reopening schools as a template for constructing a fall opening plan.

**Financials:** Monthly financials were presented for review in the Board packet prepared by staff and ExEd. A discussion about potential budget shortfalls considering the current State Budget also took place.

**Current Event response:** In response to recent protests and the murder of George Floyd, E. Studer shared the letter and resources he distributed to CHIME families.

V. Board Committee Reports/Updates

1. Finance Committee: P. Smith encouraged the Finance committee to review the Charter School Budget and make recommendations to the Board.

2. Fundraising and P.R. Committee: D. Hamilton announced the June Meeting of the Advisory Committee on Special Education, under the State Department of Education, will be held virtually on June 17, 2020 from 9:00 a.m. to 3:00 p.m. She will share the agenda and supporting documents once these are made available in case anyone else would like to participate.

VI. Adjournment

Motion M/S/P (J. Mark/D. Hamilton) to adjourn the meeting.

**VOTE**

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

**No's:** None

**Abstentions:** None.