

**Minutes of the  
CHIME Charter School  
Board of Directors Meeting  
Held via Zoom Video Conference  
Tuesday March 8th, 2022**

**Members Present:** Patrick Smith, Matthew Rinnert, Traci Myman, Melissa Aguilar, Marc Polanski, J. Mark

**Members Absent:** Tony Battaglia, D. Hamilton

**Others Present:** Erin Studer, Annie Cox, William Caplenor

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

**I. Affirmation of Continuing Emergency Conditions Necessitating Virtual Board Meeting**

1. Dr. Studer presented the following recommendation that board meetings be held remotely.

March 8<sup>th</sup>, 2022

**TO:** CHIME Charter  
Board of Directors

**FROM:** Erin Studer  
Executive Director

**SUBJECT: Recommendation to approve the February and March 2022 CHIME Charter School Virtual Board Meeting**

**BACKGROUND**

While California's Ralph M. Brown Act has been amended to allow fully virtual board meetings during a state of emergency after the Governor signed Assembly Bill 361 into law on September 16, 2021. The new law comes as local public agencies were preparing for the expiration of Executive Orders that currently allow virtual board meetings. AB 361 goes into effect immediately, and it amends Section 54953 of the Brown Act to allow virtual board meetings through January 1, 2024 in any of the following circumstances:

1. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

2. The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
3. The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

These circumstances allow agencies to hold entirely virtual board meetings during the current pandemic, while California is in a proclaimed state of emergency. The previous teleconference rules under the Brown Act also remain in place, but are not as flexible.

If a board meeting is held virtually under the new provisions of AB 361, the agenda must still be posted under the appropriate timelines: 72 hours in advance for a regular board meeting, and 24 hours in advance for a special board meeting. The agenda must include the meeting link or dial-in, so that members of the public may

access the meeting. Members of the public must be allowed to address the board in real-time during the meeting. Boards can no longer require public comments to be submitted in advance. When boards use agenda items with timed public comment periods, they must allow those time limits to expire before closing public comment. When boards take public comment separately on each agenda item, they must allow a reasonable amount of time per agenda item.

AB 361 also has special provisions for technical glitches. In the event the meeting broadcast is disrupted, or if a technical issue on the agency's end disrupts public comment, the board cannot take any further action on the agenda until the technical issue is resolved.

Most significantly, in order to continue to hold virtual meetings when a state of emergency remains active, the board must make findings every 30 days that 1) the board has reconsidered the circumstances of the state of emergency and 2) the state of emergency continues to directly impact the ability of the members to meet safely in person or state or local officials continue to impose or recommend measures to promote social distancing.

As of now, the current Executive Orders that allow fully virtual board meetings are slated to remain in effect until September 30, 2021. This gives public agencies about two weeks to prepare for virtual meetings under AB 361.

## **ANALYSIS**

- 1) the CHIME Charter board has reconsidered the circumstances of the state of emergency and
- 2) the state of emergency continues to directly impact the ability of the members to meet safely in person or state or local officials continue to impose or recommend measures to promote social distancing.

## **RECOMMENDATION**

It is recommended that the Board of Directors approve to conduct the March 8th and April 5th 2022 Board meetings virtually.

2. **M/S/P Motion** (P. Smith) to Make the finding that there are continuing emergency conditions necessitating a remote meeting for March 8<sup>th</sup> and April 5<sup>th</sup> 2022
3. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** *P. Smith, T. Myman, M. Polansky, M. Aguilar, M. Rinnert*
- c. **No's:** none
- d. **Abstentions:** *none*
- e. **MOTION PASSES: 5-0-0**

**II. Public Comment:** (3 minutes each)—Speakers were allowed the opportunity to make a public comment and public comment was invited for each agenda action item. Each speaker, if any, was advised of the three (3) minute time limit and that ordinarily, Board members cannot respond to presentations on non-action items as no action can be taken on non-agenda items, but that the Board may advise that direction may be given to staff following a presentation later.

- III. Consent Agenda:** The following item(s) may be adopted by a single vote of the board, or any item(s) may be pulled off of consent by any member's request (without any need for a vote to pull from consent).
1. Approval of the minutes of the 2/1/2022 CHIME Charter School Board Meeting.
  - a. **M/S/P Motion** (P. Smith/M. Aguilar) to approve the minutes of the 2/1/2022 CHIME Charter School Board meeting with Amendments
  2. **Public comment:** There was an opportunity for public comment. None were made
  - a. **VOTE**
  - b. **Yeses:** *P. Smith, M. Aguilar, M. Rinnert*
  - c. **No's:** none
  - d. **Abstentions:** *T. Myman, M. Polansky*
  - e. **MOTION PASSES: 3-0-2**

**I. Review January Financial Report**

1. I Castillo presented the January Fiscal Report.
- a. There was a conversation about the June receivables being pushed into July.
- b. There was a conversation about where various one-time funds affected the budget.
- c. There was a conversation about how teacher salaries were dispersed.

**II. Review and Approve FY21-22 2<sup>nd</sup> Interim Report**

1. I. Castillo presented the Interim report.
2. Approval of the FY21-22 2<sup>nd</sup> Interim Report
- a. **M/S/P Motion** (J. Mark/M. Polansky) to approve the FY21-22 2<sup>nd</sup> Interim Report
3. **Public comment:** There was an opportunity for public comment. None were made

- a. **VOTE**
- b. *Yeses: P. Smith, T. Myman, M. Polansky, J. Mark, M. Aguilar, M. Rinnert*
- c. *No's: none*
- d. *Abstentions: none*
- e. **MOTION PASSES: 6-0-0**

### **III. Review Winter ConApp**

- 1. I Castillo presented the Consolidated Application report.
- a. There was a conversation about the transfer of funds from Title IV to Title I

### **IV. LCAP Update Review**

- 1. E. Studer presented the LCAP Update
  - a) He complimented Azita Daneshfar for making sure that all teachers are in compliance
- b. There was a conversation about the work-study program with CSUN.
- c. There was a conversation about LAUSD paying for repairs that they are responsible for.
- 2. E Studer presented the budget overview for parents.
  - a. There was a discussion about the requirements placed on the school regarding the budget overview. I. Castillo confirmed that it needed to be shared publicly and not posted.
  - b. P. Smith requested information about the next step for the compensation committee.
    - a) E. Studer explained the process
    - b) J. Mark requested a clarification about the comparisons with other schools wages.
      - (1) There was a discussion about this

### **V. Annual Audit Firm Engagement Letter: Board Approval of Audit Firm for FY 21-22**

- 1. E. Studer and I. Castillo both recommended to continue to use the same firm again for the next Auditing year.
- a. **M/S/P Motion** (J. Mark/M. Polansky) to approve the Audit Firm for FY
- 2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses: P. Smith, T. Myman, M. Polansky, J. Rinnert, M. Aguilar, M. Rinnert*
- c. *No's: none*
- d. *Abstentions: none*
- e. **MOTION PASSES: 6-0-0**

### **VI. Board Approval of LAUSD Compliance Monitoring Board Certification**

1. E. Studer explained the circumstances around this approval and explained that it has been reviewed.
- a. **M/S/P Motion** (M. Rinnert, J. Mark) to approve the LAUSD Compliance Monitoring Board Certification
2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** *P. Smith, T. Myman, M. Polansky, J. Mark t, M. Aguilar, M. Rinnert*
- c. **No's:** none
- d. **Abstentions:** *none*
- e. **MOTION PASSES:** *6-0-0*

## **VII. Charter School Educational Report**

1. E. Studer presented the Charter School Education Report.
- a. M. Polansky requested when there might be a decision on the indoor mask requirement. He expressed that he's comfortable with the administration's decision. P. Smith agreed that it does not need board approval but it should be brought to the board's attention.
- b. E. Studer spoke to his view of masking policy.
  - a) There was a discussion about whether there was an increase in positive cases

## **VIII. Closed Session:** Discussed Employment negotiations. No action taken

### **I. Adjournment**

- a. **M/S/P Motion** (P. Smith/) to adjourn the 2/1/2022 meeting of the CHIME Charter School board of directors meeting
2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** *P. Smith, T. Myman, M. Polansky, J. Mark t, M. Aguilar, M. Rinnert*
- c. **No's:** none
- d. **Abstentions:** *none*
- e. **MOTION PASSES:** *6-0-0*