

**Minutes of the  
CHIME Charter School  
Board of Directors Meeting  
Held via Zoom Video Conference  
Tuesday August 9th, 2022**

**Members Present:** Patrick Smith, Marc Polansky, Dawn Hamilton, Matthew Rinnert, Traci Myman, Josh Mark

**Members Absent:** Melissa Aguilar

**Others Present:** Erin Studer, Caitlin Healey, Irina Castillo (EXED), 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.

August 8th, 2022

**TO:** CHIME Charter  
Board of Directors

**FROM:** Erin Studer  
Executive Director

**SUBJECT: Recommendation to approve the August 8th and September 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 June 28th 2022 Board meetings virtually.

2. **M/S/P Motion** (P. Smith, T. Myman ) to Make the finding that there are continuing emergency conditions necessitating remote meetings for June 28th 2022
3. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** *P. Smith, D. Hamilton, M. Polansky, M. Rinnert, T. Myman*
- 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.

1. **There was an opportunity to make public comment and none were made**

**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 6/28/2022 CHIME Charter School Board Meeting.
- a. **M/S/P Motion** (M. Polansky, P. Smith) to approve the minutes of the 6/28/2022 CHIME Charter School Board meeting
2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. **Yeses:** *P. Smith, D. Hamilton, M. Polansky, M. Rinnert, T. Myman*
- c. **No's:** none
- d. **Abstentions:** *none*
- e. **MOTION PASSES: 5-0-0**

#### **IV. Charter School Update**

1. E. Studer updated the board on some current events, including testing.
- a. There was a discussion about COVID testing.
- b. D. Hamilton raised concerns about testing protocols. J. Mark seconded the concern.
  - a) E. Studer responded
  - b) P. Smith requested if there were additional precautions that could be taken.

#### **V. Approval of TK authorization for teachers**

1. E. Studer explained that the qualifications of the TK teachers meet the requirements presented by the State of California and presented the qualifications and requirements to the board.

2. P. Smith requested clarification on the requirements.
- a. **M/S/P Motion** (J. Mark, D. Hamilton) The CHIME board recognizes and approves the three teachers to teach TK as recommended by Dr. Studer.
3. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses:*, P. Smith, D. Hamilton, M. Polansky, M. Rinnert, T. Myman, J. Mark
- c. *No's:* none
- d. *Abstentions:* none
- e. **MOTION PASSES: 6-0-0**

#### **VI. Approval of Local Assignment options SY 22-23**

1. E. Studer explained CalSAS as a tracking system for CalPADS. He explained the need to approve the Local Assignment options that CHIME staff is recommending.
2. **M/S/P Motion** (M. Rinnert, T. Myman) to approve the local assignments of the teachers identified for their designated courses for the schoolyear 22/23 as recommended by Dr. Studer
3. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses:*, P. Smith, D. Hamilton, M. Polansky, M. Rinnert, T. Myman
- c. *No's:* none
- d. *Abstentions:* J. Mark
- e. **MOTION PASSES: 5-1-0**

#### **VII. FY22-23 Budget Update (Information only)**

1. I. Castillo explained that there is discussion about the "Hold Harmless" clause between the state and accountants. We await a decision.

#### **VIII. FY22-23 Application for Funding (ConApp)**

1. I. Castillo explained the Consolidated Application for funding and reviewed them with the board.
- a. There were clarifying questions from the board.
- b. **M/S/P Motion** (M. Polansky, P. Smith) to approve the Consolidated Application 22/23 application for funding as page 4 of 5 of the report.
2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses:*, P. Smith, D. Hamilton, M. Polansky, M. Rinnert, T. Myman
- c. *No's:* none
- d. *Abstentions:* none
- e. **MOTION PASSES: 5-0-0**

#### **IX. Approval of Independent Study Policy SY 22-23**

1. Dr. Studer outlined the updated policy regarding Independent Study for the 22/23 school year.
- a. There was a question regarding days captured.

2. **M/S/P Motion** (J. Mark, M. Polansky) to approve the updated Independent Study Policy for Schoolyear 22/23 as presented by Dr. Studer
3. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses:; P. Smith, D. Hamilton, M. Polansky, M. Rinnert, T. Myman, J. Mark*
- c. *No's: none*
- d. *Abstentions: none*
- e. **MOTION PASSES: 6-0-0**

**X. Approval of Declaration of Need**

1. E. Studer explained the declaration of need regarding hiring a teacher on an emergency credential or internship program.
2. There was a discussion about Ms. DeLuis's education.
3. **M/S/P Motion** (D. Hamilton, M. Polansky) to approve the Declaration of Need as presented by Dr. Studer.
4. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses:; P. Smith, D. Hamilton, M. Polansky, M. Rinnert, T. Myman, J. Mark*
- c. *No's: none*
- d. *Abstentions: none*
- e. **MOTION PASSES: 6-0-0**

**XI. Approval of a Pre-Intern Permit for Special Education for Daisy DeLuis**

1. **M/S/P Motion** (P. Smith, J. Mark) to approve the Pre-Intern permit for Daisy DeLuis
2. **Public comment:** There was an opportunity for public comment. None were made
- a. **VOTE**
- b. *Yeses:; P. Smith, D. Hamilton, M. Polansky, M. Rinnert, T. Myman, J. Mark*
- c. *No's: none*
- d. *Abstentions: none*
- e. **MOTION PASSES: 6-0-0**

**XII. Closed Session**

1. *The board has reviewed the salaries of both directors. They believe they have done due diligence for salary, performance, current budget, projected budget, economic indicators including a recession and students in LAUSD and raises given to other staff. The board has decided to give a 10% raise.*
2. *The salary of the Executive Director of the Charter School is \$148,288.88*

**Adjournment**

- a. **M/S/P Motion** (P. Smith) to adjourn the 8/9/2022 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, D. Hamilton, M. Polansky, M. Rinnert, T. Myman, J. Mark*

- c. *No's:* none
- d. *Abstentions:* none
- e. *MOTION PASSES: 6-0-0*