

**Minutes of the
CHIME Charter School
Board of Directors Meeting
Tuesday, February 3rd, 2026**

Members Present: Patrick Smith, Beth Lasky, Kate Kodet, Josh Mark, Dawn Hamilton

Members Absent: Matt Rinnert, Keisha R. Carroll, Marc Polansky

Others Present: Will Caplenor, Erin Studer, Azita Daneshfar, Annie Cox, Julie Himot, Irina Castillo

- I. **Call to Order:** The meeting was called to order by P. Smith.

- II. **Public Comment:** (3 minutes each)—Members of the public were given the opportunity to make a public comment. 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** (5 min) 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).
 - A. **M/S/P Motion** (P. Smith, J. Mark) to approve the Minutes of the CHIME Institute Board of Directors meeting held on 1/6/2026
 1. **Public comment:** There was an opportunity for public comment. None were made
 2. Keisha R Carroll's name was spelled incorrectly and has been amended.
 3. **VOTE:**
 4. **Yeses:** *P. Smith, K. Kodet, J. Mark, D. Hamilton*
 5. **No's:** none
 6. **Abstentions:** *B. Lasky*
 7. **MOTION PASSES:** *4-0-1*

- IV. **PRESENTATION ITEM: December Financials**
 - A. I. Castillo presented the December Financials.

- V. **ACTION ITEM: Approval of Employee Manual updates**
 - A. A. Daneshfar presented the employee manual updates as well as other formalized documents. E. Studer provided clarification.
 1. There was a discussion about points in the manuals and updated policies.
 2. P. Smith praised Azita Daneshfar
 - B. **M/S/P Motion** (P. Smith, J. Mark) to approve the Employee manual updates as presented by Azita Daneshfar.
 1. **Public comment:** There was an opportunity for public comment. None were made
 2. Keisha R Carroll's name was spelled incorrectly and has been amended.
 3. **VOTE:**
 4. **Yeses:** *P. Smith, K. Kodet, J. Mark, D. Hamilton, B. Lasky*
 5. **No's:** none
 6. **Abstentions:** *none*
 7. **MOTION PASSES:** *5-0-0*

VI. PRESENTATION: CHIME Institute's Schwarzenegger Community School Mid-Year LCAP Update

A. E. Studer presented his mid-year LCAP update, which covered many subjects.

VII. PRESENTATION: Health Insurance Coverage Adjustment Proposal

1. E. Studer presented a Health insurance adjustment proposal
2. There was a discussion about the development of the plan.
3. There were many questions about the details and possible scenarios.

VIII. Executive Director's Report

A. E. Studer provided a brief report with a reminder that they will be preparing for the charter renewal process.

IX. Adjournment: .

A. **M/S/P Motion** (P. Smith) to adjourn the CHIME Charter School Board meeting.

B. **Public comment:** There was an opportunity for public comment. None were made

1. **Public comment:** There was an opportunity for public comment. None were made
2. Keisha R Carroll's name was spelled incorrectly and has been amended.
3. **VOTE:**
4. **Yeses:** *P. Smith, K. Kodet, J. Mark, D. Hamilton, B. Lasky*
5. **No's:** none
6. **Abstentions:** none
7. **MOTION PASSES:** 5-0-0