

PUENTE Charter School  
501 S. Boyle Avenue, Los Angeles, CA 90033

**BOARD MEETING MINUTES**  
**October 25, 2017**

**Board Members in Attendance:** Raúl Amezcua, Brian Ramsay, Albert Reyes, Alfredo Izmajtovich, Fernando Guerra, Richelle Rae Huizar

**Board Members Not Present:** Cody Press, Jeremy Stern

**PUENTE Staff in Attendance:** Andrea Bazán, Blas Laino, Jerome Greening, Rodolfo Acosta, Diana Juarez, Sandy Escobedo, and Tatyana Branham

**Guests in Attendance:** John Krakowski, Roxie Esterle, and Richard Fass from Executive Services Corps

**Call to Order**

Raúl Amezcua called the meeting to order at 8:25 a.m. A quorum was established.

**Public Comment**

Raúl invited anyone present who wished to make public comments to do so. There were no comments.

**Approval of Board Meeting Minutes from August 16<sup>th</sup>, 2017**

Motion: A motion was duly made by Albert Reyes and seconded by Brian Ramsay to approve the August 16, 2017 minutes. The board approved to accept the minutes as written.

*Amezcua, "yea"; Ramsay, "yea"; Reyes, "yea"; Izmajtovich, "yea"; Guerra, "yea"; Huizar, "yea."*

**Capacity-Building Updates**

Charter Principal Jerome Greening introduced Sandy Escobedo, the new Vice Principal of Curriculum and Children's Programs, and Diana Juarez in her new role as Vice Principal of Engagement.

Jerome presented the Capacity-Building Update. He stated Sandy is taking the lead on drafting the material revision, which will request grades 1-5 in the revised charter petition. The material revision will be submitted to LAUSD on January 8, 2018. Jerome stated that, in December, he will provide the board with a draft of the revision for feedback. The capacity interview will be held after the revision is submitted, and the administrative team and two board representatives will go before LAUSD. Jerome and CEO Andrea Bazán requested Richelle Huizar and Greg Gonzalez be the board representatives because Richelle is a former charter parent and is familiar with early education programs, and Greg is a charter stakeholder at his school,

Harvard-Westlake. After the capacity interview, the petition will go up for approval at the March 6, 2018, LAUSD board meeting.

CEO Andrea Bazán provided an update on construction. She stated she has been meeting weekly with the construction team to ensure the project is completed on budget and on time. She stated the parking lot will be resurfaced over Christmas break. The construction budget approved by the board was \$2.5 million, and the current estimate for construction costs is \$2.2 million. PUENTE raised \$250,000 from the Vernon CommUNITY Fund, and Andrea thanked Albert Reyes for his help securing that grant. Andrea stated that even though construction will be completed by the end of this year, fundraising efforts will continue through 2018 for furniture and the digital plan for the new classrooms. Andrea noted staff and the board will need to think about how to accommodate grades 3-5 in the future, as they will not be housed in the new classrooms.

### **2017-2018 School Priorities for Local Control Accountability Plan**

Jerome presented the eight state priorities for public school operations: 1) teacher qualifications (fully credentialed in subject area); 2) access to Common Core state standards; 3) promotion of parent involvement; 4) pupil achievement (English Learner reclassification rate and assessment scores); 5) student attendance rate and absenteeism; 6) suspension/expulsion rate and school culture of “connectedness; 7) an all-subjects academic program plan, and 8) pupil outcomes in all subject areas. Jerome stated PUENTE has high student attendance rates (96-97%) and a suspension/expulsion rate of 0%.

### **Data Dashboard—Attendance, Student Subgroup, Parent Satisfaction Survey Data**

Jerome presented the Data Dashboard through October 2017, stating PUENTE Charter School has 100 students enrolled, which is almost double the enrollment at the East LA campus for the 2016-17 school year. He attributes the higher enrollment numbers to programmatic expansions,-including the after school program, breakfast and lunch service, summer school, as well as marketing and outreach efforts and improved community relations.

Raúl asked what the school capacity for the school is and how many students will be transitioning next year. Jerome stated capacity is 110-120 student, and he anticipates 40 percent of those students will be promoted from transitional kindergarten to kindergarten and 60 percent will go into first grade. Andrea stated that eventually the grade levels will stabilize to approximately 35 students per grade.

Jerome stated that in terms of demographics, 96% of students are Latino, 2% are African American, and 2% are Asian and Latino. Current enrollment for English Language Learners is 69%, and 70% of students come from low-income families. Currently, 6% of students are special education students.

Jerome presented results from the beginning of the year parent survey with the majority of respondents giving PUENTE favorable marks (4.5 or higher out of 5) in the four categories surveyed: 1) teacher respect for children, 2) administrator effectiveness, 3) motivating classroom lessons, and 4) an inclusive and caring environment.

### **Uniform Complaint Procedure**

Jerome introduced the Uniform Complaint Procedure for board approval. The Uniform Complaint Procedure identifies key stakeholders and processes for formal complaints about teachers, staff, board members, the CEO, and principal.

Motion: A motion was duly made by Albert Reyes and seconded by Brian Ramsay to approve the Uniform Complain Procedure. The board approved the Uniform Complaint Procedure unanimously. *Amezcuca, "yea"; Ramsay, "yea"; Reyes, "yea"; Izmajtovich, "yea"; Guerra, "yea"; Huizar, "yea."*

### **Data-Based Decision Making Practices**

Jerome introduced Data-Based Decision Making Practices for approval, which regards the commitment from charter stakeholders, at all levels of the operations, to use data to make decisions to best serve the students and the school.

Motion: A motion was duly made by Albert Reyes and seconded by Brian Ramsay to approve Data-Based Decision Making Practices. The board approved Data-Based Decision Making Practices unanimously. *Amezcuca, "yea"; Ramsay, "yea"; Reyes, "yea"; Izmajtovich, "yea"; Guerra, "yea"; Huizar, "yea."*

### **Compliance Monitoring Form 2017-2018**

Jerome introduced the Compliance Monitoring Form 2017-2018 for approval. This form lists the documents and processes in place for charter school accountability. As per best practices, this ensures that teachers are fingerprinted, board meetings follow Brown Act protocol, an English learner master plan is in place, suspensions and expulsions are tracked, parents receive the school handbook with policies, and the charter school operates from mandated compliance.

Motion: A motion was duly made by Albert Reyes and seconded by Brian Ramsay to approve the Compliance Monitoring Form 2017-2018. The board approved the Compliance Monitoring Form 2017-2018 unanimously. *Amezcuca, "yea"; Ramsay, "yea"; Reyes, "yea"; Izmajtovich, "yea"; Guerra, "yea"; Huizar, "yea."*

### **Resolution for the Material Revision**

Jerome introduced the Resolution for the Material Revision, which authorizes administrative leads Jerome and Andrea to work to submit the material revision and work with LAUSD throughout the approval process.

Motion: A motion was duly made by Albert Reyes and seconded by Brian Ramsay to approve the Resolution for the Material Revision. The board approved the Resolution for the Material Revision unanimously. *Amezcuca, "yea"; Ramsay, "yea"; Reyes, "yea"; Izmajtovich, "yea"; Guerra, "yea"; Huizar, "yea."*

### **Upcoming Engagement Dates**

Jerome encouraged board members to attend two upcoming charter school events: the annual scarecrow contest family meeting on Tuesday, November 14, and the kindergarten winter musical performance on Tuesday, December 12.

### **Financial Report**

VP of Finance and Administration Blas Laino presented the charter financial report as of September 30, 2017. Blas noted a change of net assets of -\$60,789 due to the schedule of payments from LAUSD. He said that if the financials reflected the beginning of October 2017, there would actually be a gain of \$60,000 because the check from LAUSD was received during this time. Raúl asked how often PUENTE receives LAUSD payments. Blas stated the payments are always in arrears and based on average daily attendance (ADA). Blas stated the charter budget is \$1.3 million this year and was \$1.1 million last year. Overall, PUENTE's organizational budget is \$4 million.

### **Adjournment**

Raúl thanked everyone for their attendance and participation. The meeting was adjourned at 9:50 a.m.

### **Closed Session**

Public Employee Performance Evaluation (§ 54957)  
Charter Principal

Respectfully submitted,

Tatyana Branham