

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

BOARD MEETING MINUTES
August 16th, 2017

Board Members in Attendance: Raúl Amezcua, Albert Reyes, Jeremy Stern, Alfredo Izmajtovich, Richelle Rae Huizar

Board Members Not Present: Cody Press, Fernando Guerra, Brian Ramsay, Greg Gonzalez

Charter School Advisory Member in Attendance: Tyler M.P. Sutherland

PUENTE Staff in Attendance: Andrea Bazán, Blas Laino, Jerome Greening, Rodolfo Acosta, Tatyana Branham

Guests in Attendance: Greta Proctor from Procopio, Cory, Hargreaves & Savitch; John Krakowski from Executive Services Corps

Call to Order

Raúl Amezcua called the meeting to order at 8:30 a.m. A quorum was established.

Approval of Board Meeting Minutes from May 31, 2017

Motion: A motion was duly made by Raúl Amezcua and seconded by Jeremy Stern to approve the May 31, 2017 minutes. The board approved to accept the minutes as written.

Amezcua, "yea"; Reyes, "yea"; Stern, "yea"; Izmajtovich, "abstain"; Huizar, "abstain."

Public Comment

Raúl invited anyone present who wished to make public comments to do so. There were none.

Closed Session

No closed session.

Operations & Programs

Data Dashboard - Beginning of Year Student Data

Charter School Principal Jerome Greening reported on the beginning of the year student data. Jerome noted that the attrition rate between students enrolling versus attending the charter school kindergarten has improved this year. For the past five years, 20-30 percent of students who registered for kindergarten did not attend. For the 2017-2018 academic year, there is a nine percent attrition rate of students enrolled versus attending. Jerome attributed this improvement to the steps PUENTE has taken to address community needs including operating a full-day kindergarten program, meal services for students, a playground built with the assistance of KaBOOM!, a comprehensive after-school program, and the expansion plans.

Jerome noted that during the latest LAUSD renewal, PUENTE petitioned to serve 100 kindergarten students and has met that goal for the 2017-2018 school year thanks to strong promotional efforts, including a targeted mailing campaign, branded materials, attending and

hosting community events, and enhancing programming that appeals to the current needs of the community.

School Meal Service Program Update

Jerome stated that through the RFPs and adhering to the California Department of Education guidelines, PUENTE has selected the vendor School Nutrition Plus as the food services provider for the charter school. The cost for food services is \$60,000 annually, but this cost will be reimbursed through the California Department of Education.

Expansion Timeline Update

CEO Andrea Bazán gave an update on the expansion timelines for PUENTE facilities. She noted that Phase 1 of the timeline was nearly complete, including renovations to the lobby, main office, and charter registrar office. To complete Phase 1, the partition will need to be installed in the multipurpose room to create a food court where students can eat separately from adults, and two locked doors, accessible by teacher key cards, will be installed in the children's wing. Andrea stated that both of these projects will be completed within the next few weeks. Phase 2, the playground, is finished except for installing a water fountain. Andrea reported that Phase 3, the 1,000-square-foot classroom additions will be completed by December. These wings will accommodate classes through the second grade. Andrea mentioned that when LAUSD approves the charter expansion, the board will need to discuss where to put third through fifth grade classes.

2017-2018 Education Protection Plan (EPA) Resolution

Raúl introduced the Education Protection Plan (EPA) resolution, which states EPA funds are designated solely for instructor salaries and benefits.

Motion: A motion was duly made by Jeremy Stern and seconded by Alfredo Izmajtovich to approve the EPA resolution. The Board unanimously approved.

Amezcuca, "yea"; Reyes, "yea"; Stern, "yea"; Tyler, "yea,"; Izmajtovich, "yea"; Huizar, "yea".

Principal Evaluation

Andrea presented on the annual principal evaluation of Jerome Greening as per charter and public school best practices. Andrea will use the LAUSD framework for principal evaluation, focusing on the six main areas of the rubric: leadership and professional growth, change management, instruction, culture of learning and positive behavior, family and community engagement, and systems and operations. Andrea requested a closed session during the next charter board meeting for members to provide feedback on Jerome's evaluation.

Financial Report

Board Chairman Raúl Amezcua stated that he has inspected the informational financial reports and asked if other board members had questions regarding this document. There were none.

Brown Act Training

Greta Proctor, a lawyer from the firm Procopio, Cory, Hargreaves & Savitch, gave an hour-long presentation on Brown Act compliance. The charter requires that the board receive Brown Act and conflict of interest training once a year.

Ms. Proctor discussed the fiduciary obligations of the Board to the charter school, how to guarantee Brown Act compliance for all charter board and committee meetings, and how the California Public Records Act applies to charter school communications.

A hard copy of Ms. Proctor's presentation was provided to attending board members. Subsequently, those who did not attend will receive hard copies of the presentation.

Adjournment

Raúl thanked everyone for their attendance and participation. The meeting was adjourned at 9:41 a.m.

Respectfully submitted,

Tatyana Branham