

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

BOARD MEETING MINUTES
February 22, 2018

Board Members in Attendance: Albert Reyes, Alfredo Izmajtovich, Fernando Guerra, Richelle Rae Huizar, Raul Amezcua

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

Board Members Not Present: Cody Press, Greg Gonzalez

PUENTE Staff in Attendance: Andrea Bazán, Blas Laino, Jerome Greening, Rodolfo Acosta, Matt Wells, Drew Allen, and Tatyana Branham

Guests in Attendance: John Krakowski from Executive Services Corps

Call to Order

Albert Reyes called the meeting to order at 1:33 p.m. A quorum was established.

Special Recognition

CEO Andrea Bazan recognized the service of outgoing Board Chairman Raul Amezcua. She read a Resolution of Appreciation that honored his seven years as chairman. Charter school students sang a song from the winter performance of *The Lion King* and presented new Board Chairman Albert Reyes with a card welcoming him.

Public Comment

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

Approval of Board Meeting Minutes from December 12, 2018

Motion: A motion was duly made by Fernando Guerra and seconded by Alfredo Izmajtovich to approve the December 12, 2018 minutes. The board unanimously moved to approve the minutes as written. Reyes, "yea"; Izmajtovich, "yea"; Guerra, "yea"; Huizar, "yea"; Amezcua, "yea."

Staff Reports

Material Revision Update

Charter School Principal Jerome Greening presented the material revision update for the charter school. He stated staff submitted the material revision to LAUSD on February 6. The next step of the process may be a capacity interview, which Fernando Guerra and Raul Amezcua have volunteered to attend. The petition will then go before the LAUSD School Board for a vote on April 3.

Jerome provided information on the Consolidated Application, which allocates \$41,843 in Title 1, Part A monies. These funds are used to strengthen student mastery of Common Core Standards by providing professional development for instructors. Though these funds are used across student subgroups, they are particularly used for PUENTE's EL students as they move through the English Language Development (ELD) framework toward English language mastery.

Approval of the Consolidated Application

Motion: A motion was duly made by Alfredo Izmajtovich and seconded by Fernando Guerra to approve the Consolidated Application. The Board unanimously moved to approve the Consolidated Application. *Reyes, "yea"; Izmajtovich, "yea"; Guerra, "yea"; Huizar, "yea"; Amezcua, "yea."*

Jerome introduced the Form 700, which requires Board Members and key charter staff to disclose any financial interest in the charter school. Each Board Member in attendance was provided a Form 700 to review and sign. Board Members not in attendance were mailed their Form 700 subsequent to the meeting.

Construction Update

VP of Finance and Administration Blas Laino presented a financial update on construction and the financial report as of December 31, 2017.

Andrea stated the Board approved \$2.5 million for the renovation and construction projects. Blas stated we are under budget by almost \$40,000. Blas stated the original budget provided by Honnold Construction Management was \$1.8 million, but this did not include additional costs incurred prior to and concurrent with construction, including architect fees for a building that was never constructed, the new playground, and the HVAC upgrade required for the building to pass inspection. Fernando Guerra asked for-totals across the two separate construction budgets for better alignment.

Alfredo Izmajtovich stated that as a new Board Member, specifics about the previously designated funds for the HVAC upgrade and the Steve Woolley architect plans would be helpful. Fernando recommended the budget documents be streamlined and include line items for financial accountability and informed decision-making.

Fernando's inquiry of the \$770,000 remaining on the second construction budget document was clarified by Senior Accountant Drew Allen as the difference between the computed budget of \$2.2 million and the \$1.43 already expended.

Alfredo recommended a revision to include two additional columns for the remaining balance on each line item and a variance column, as well as a change order log for additional projects.

Tatyana Branham