

# PUENTE Charter School

501 S. Boyle Avenue, Los Angeles, CA 90033

## BOARD MEETING MINUTES

May 31<sup>st</sup>, 2017

The meeting of the PUENTE Charter School Board of Directors took place on Wednesday, May 31<sup>st</sup>, 2017 at PUENTE Learning Center, 501 S. Boyle Avenue, Los Angeles, CA 90033.

### Board Members in Attendance

Raúl Amezcua  
Cody Press  
Albert Reyes  
Jeremy Stern

### Board Members Not Present

Gregory Gonzalez  
Fernando Guerra  
Brian Ramsay

### PUENTE Staff in Attendance

Andrea Bazán  
Blas Laino  
Jerome Greening  
Rodolfo Acosta  
Alba Hernández

### Call to Order

Raúl Amezcua called the meeting to order at 10:15 a.m.

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

### Approval of Board Meeting Minutes from March 29, 2017

Motion: A motion was duly made by Cody Press and seconded by Albert Reyes to approve the March 29, 2017 minutes. Board unanimously approved to accept the minutes as written.

*Amezcua, "yea"; Press, "yea"; Reyes, "yea"; Stern, "yea"*

### Operations & Programs

Charter student, Adrian Zuniga, read his original story "A Fun Day at the Beach!" Adrian and Vice-Principal, Diana Juarez, presented Raúl Amezcua with a framed photo in recognition of Raúl being honorary Principal for the Day earlier in the month.

### Data Dashboard, End of Year Assessments

Charter School Principal, Jerome Greening, reported on the end-of-year data dashboard. Jerome noted favorable outcomes for school-wide, and each student subgroup, for mastery of Common Core standards for English Language Arts and Mathematics based on assessments including Houghton Mifflin Journeys Benchmark Tests, Sadlier-Oxford Common Core performance tests, Computer Assisted Instruction cycle assessments, IBM Writing to Read cycle assessments, student portfolios of work, and SESAT Reading First assessment.

Jerome also reported on the PUENTE Charter School Plan for Achievement for English Language Learners, which is submitted to the Los Angeles Unified School District.

### **Expansion Timeline Update**

CEO Andrea Bazán gave an update on the progress of the renovation timeline. She informed the Board that Mata Construction Services, Inc. were contracted from the bidding process interviews with Honnold Construction.

Andrea noted that renovations were on schedule and that demolition has recently begun. She stated that the day of completion would be August 14 and noted that the front desk area in the lobby would be completed. She noted that Phase 2 of the renovation, which includes the building of the two new classrooms, would be completed by the end of the year.

### **Academic Year Calendar for 2017-2018**

Jerome Greening presented the Charter School 17-18 Academic Year Calendar reflecting the 180 days of instruction. There were no further questions.

Motion: A motion was duly made by Cody Press and seconded by Albert Reyes to approve the Academic Year 17-18 Calendar. The Board unanimously approved.

*Amezcuca, "yea"; Press, "yea"; Reyes, "yea"; Stern, "yea"*

### **Textbook Resources Aligned to Common Core Standards**

Jerome Greening stated that the textbook resources from Houghton Mifflin and Sadlier selected by the Charter instructional and administrative team align with the California State Common Core Standards.

Motion: A motion was duly made by Cody Press and seconded by Jeremy Stern to approve the classroom textbooks resources aligned to California State Common Core Standards. The Board unanimously approved.

*Amezcuca, "yea"; Press, "yea"; Reyes, "yea"; Stern, "yea"*

### **Special Education Service Providers**

Jerome Greening noted the increase in the special education services rendered during the academic year by Comprehensive Therapy Associates and Total Education Solutions. He emphasized the importance of these needed resources and highlighted the improvement of the students with disabilities subgroup.

Raul Amezcua noted the insurance requirements in the CTA contract needed clarification. Jerome stated that he would follow-up on the matter and update the board.  
[Subsequently, Jerome sent an email update to the board with information.]

Motion: A motion was duly made by Cody Press and seconded by Albert Reyes to approve the Special Education service contract for Comprehensive Therapy Associates and Total Education Solutions for the 2017-2018 academic year. The Board unanimously approved.

*Amezcuca, "yea"; Press, "yea"; Reyes, "yea"; Stern, "yea"*

## **Request for Proposals from Food Management Companies for School Meal Service Program**

Jerome Greening stated that the meal program would be implemented starting August 15, 2017. He noted that bids need to be solicited for the service. Jerome presented the Request for Proposal (RFP) that, once approved, would be posted on PUENTE's website.

Motion: A motion was duly made by Cody Press and seconded by Albert Reyes to approve the RFP for the meal service program. The Board unanimously approved.

*Amezcuca, "yea"; Press, "yea"; Reyes, "yea"; Stern, "yea"*

## **Consolidated Application (Spring)**

Jerome Greening stated that the spring Consolidated Application (Con App) designates state funds for the improvement of academic achievement. He noted that PUENTE receives this funding and, according to state compliance, uses the funds solely for instructional costs and classroom materials.

Motion: A motion was duly made by Jeremy Stern and seconded by Albert Reyes to approve the Consolidated Application. The Board unanimously approved.

*Amezcuca, "yea"; Press, "yea"; Reyes, "yea"; Stern, "yea"*

## **Local Control Accountability Plan (LCAP)**

Jerome Greening presented the PUENTE Charter School Local Control Accountability Plan (LCAP) and Updates which is recommended for approval through the stakeholder engagement process, including that Education Protection Account (EPA) funding use, which specifically has no EPA funds spent on the salaries or benefits of administrators or any administrative costs.

Motion: A motion was duly made by Cody Press and seconded by Jeremy Stern to approve the LCAP and Updates. The Board unanimously approved.

*Amezcuca, "yea"; Press, "yea"; Reyes, "yea"; Stern, "yea"*

## **Financial Reports**

### **Proposed Budget for FY18**

Raúl Amezcua noted that the breakdown of the staffing was now reflected in the spreadsheet as requested by the Finance Committee. Jeremy Stern had a question regarding the allocation percentages. Blas Laino, VP of Finance and Administration, noted that they had been reviewed by the auditors and LAUSD.

Motion: A motion was duly made by Cody Press and seconded by Albert Reyes to approve the proposed budget and financials as presented. The Board unanimously approved.

*Amezcuca, "yea"; Press, "yea"; Reyes, "yea"; Stern, "yea"*

**Adjournment of Meeting**

Raul thanked everyone for their attendance and participation. The meeting was adjourned at 10:58 a.m.

Respectfully submitted,

Alba G. Hernández