A. CALL TO ORDER
   • Shelley Weinstein called the meeting to order at 6:50 PM.
   • In attendance: Ms. Shelley Weinstein, Ms. Grace Cruz, Ms. Monica DeBarros (arrived 7:28 PM), Ms. Holly Han, Ms. Valerie Washburn
   • Absent: Mr. Rafael Bracero, Mr. Jason Yancey

B. ADOPTION OF AGENDA
   • Grace Cruz moves to adopt the Agenda, and Valerie Washburn seconds the motion.
   • Aye: Grace Cruz, Holly Han, Valerie Washburn
   • Nay: None
   • Abstained: None
   • The Agenda is adopted unanimously.

C. APPROVAL OF MINUTES – 1.27.20 Meeting
   • Holly Han moves to approve the draft Minutes from the January 27 Board meeting, and Grace Cruz seconds the motion.
   • Aye: Grace Cruz, Holly Han, Valerie Washburn
   • Nay: None
   • Abstained: None
   • The 1/27/20 Minutes are approved unanimously.

D. APPROVAL OF MINUTES – 2.17.20 Special Telephonic Meeting
   • Grace Cruz moves to approve the draft Minutes from the February 17 Special Telephonic Board meeting, and Holly Han seconds the motion.
   • Aye: Grace Cruz, Holly Han, Valerie Washburn
   • Nay: None
   • Abstained: None
   • The 2/17/20 Minutes are approved unanimously.

E. ORGANIZATIONAL MATTERS -- none

F. SPECIAL GUESTS – none

G. ANNOUNCEMENTS – made by Linda Pierce
   • Today was first Career Day in CHAMPS history. 20 or so professionals attended; the event was well-received.
   • LACC Foundation has given us 20 tickets to Morgan Freeman speech tonight. 20 of our students will be there.
   • We have received K-12 Strong Workforce grant, tentatively funded pending state approval. $184,275 over two years starting July 1. It will fund CTE programs—Digital Media, Music, Dance, Theater, and Programming/Game Design. About $75K will go to
computers for Programming/Game Design program. Students will take concurrent college courses.

H. PUBLIC COMMENTS -- none

I. PRINCIPAL/DIRECTOR’S REPORT – delivered by Linda Pierce

• Action Item: Approval of 2020-21 Academic Calendar. Professional Development starts Aug. 11, and school starts Aug. 18. First semester ends December 18. Second semester starts January 11. School ends June 9. We will follow LAUSD days off calendar; extra days are built in for fire days etc.
  • Valerie Washburn moves to approve the 2020-21 Academic Calendar, and Holly Han seconds the motion.
  • Aye: Grace Cruz, Holly Han, Valerie Washburn
  • Nay: None
  • Abstained: None
  • The 2020-21 Academic Calendar is approved unanimously.

• International Enrichment Programs
  • Shelley is exploring the possibility of international exchange students. Agency will handle their housing and supervision. They will pay tuition in an amount TBD.
  • We are also exploring having international students join our summer dance intensive.

• Form 700—Board members need to complete and submit with a hard copy signature in blue ink by March 12.

• CCSA Conference is March 16-19. Two passes are available.

J. ACADEMIC REPORT – presented by Jay San Agustin

• Jay distributes last year’s CAST data (Science standards).
• 10th graders perform the best. Scores go down as students move away from second year of science.
• Going forward we will have chemistry students take the test (usually 10th graders, not necessarily). Challenge is integrating earth science into high school science.
• Shelley notes that there is better use of academic data now than when she began Board tenure.

K. REPORT ON ADVISORY—delivered by Stacy Schrader

• Stacy administered a survey to students about Advisory.
• Students seem to want looser organization and more flexibility.
• Majority of students are neutral or positive about Advisory. Mindfulness exercises not popular. A minority say they feel like they know classmates and teachers well, but that will likely increase with time.
• Lots of interest in discussions on money/personal finance.

L. COMMUNICATIONS, MARKETING & OUTREACH REPORT – delivered by Ethan Norof

• Enrollment update: 192 offers extended after last Friday’s lottery. 67 acceptances, 2 declines; very good ratio.
• Fundraising update: Annex & Terrace fundraising proposal with naming rights.
M. PTSA REPORT – delivered by Monica DeBarros
   • Substance abuse awareness event for parents is this Wednesday
   • Reflections gala on February 18—lots of pride in school.
   • See’s Candy fundraisers and staff/teacher appreciation day are in planning stages.

N. STUDENT GOVERNMENT REPORT – none

O. FINANCE – delivered by Norman from ExEd
   • Projected enrollment is now 660 (under budget by 51). Projected net loss is $368K for fiscal year. Expenses projected to be under budget. $629K in cash as of Jan. 31. Projected cash at year end is $307K (3.4% of expenses).
   • Grants, state revenue, and other fundraising projected to be over budget.
   • Action item: Live Scan payment policy—presented by Linda Pierce.
     • Right now we reimburse Live Scan for volunteers with no cap on costs we cover in our fiscal policy. Costs are ranging from $20-45 per scan. We try to send people to Fred’s around the corner, which charges $20. We would like to change our fiscal policy to provide that if people choose to go elsewhere, they must cover the additional cost over $20.
     • Monica DeBarros moves to change our fiscal policy to cap Live Scan reimbursements at $20, and Grace Cruz seconds the motion.
     • Aye: Grace Cruz, Monica DeBarros, Holly Han, Valerie Washburn
     • Nay: None
     • Abstained: None
     • The Board unanimously approves a change to the fiscal policy setting a cap of $20 for Live Scan reimbursements.
   • Linda is looking into securing a line of credit from our bank to reduce the need for factoring.

P. GRANTS & FUNDRAISING WORKGROUP – none

Q. BROWN ACT TRAINING – presented by Greta Proctor of Procopio Cory. Especially noteworthy points include:
   • Note that all compensation conversations for returning employees should be done in open session.
   • Confidential closed session materials must be labeled as such in emails.
   • The current Board agenda should be posted on our home page, not within a drop-down menu. It must be a one-click downloadable PDF that is word searchable.
   • Telephonic meeting participant locations must be listed on agenda, and Board members counted toward quorum must be within jurisdiction, which likely means LA County. Roll call votes are always necessary. These rules don’t apply to staff/administration.
   • Public Records Act applies to all written communication. We should have a records retention policy; Greta will provide a template. Any Public Records Act request must be replied to in 10 days.
   • Must approve all service contracts before services begin with any for-profit company; otherwise they may be considered to be operating a charter school under AB 406.
   • We need to submit Conflict of Interest Code to LA County Supervisors as well as LAUSD.
• SB 75 requires a public hearing before approving LCAP, with 72 hours notice provided. Hearing and approval must be two separate agenda items. This applies to LCAP amendments as well. LCAP must be on website homepage.

R. OLD BUSINESS -- none

S. NEW BUSINESS – March meeting scheduled for 3/16; Shelley wants to move to 3/23.

T. CLOSED SESSION

• Adjourned to closed session at 9:15 PM.

• Return to open session at 9:55 PM.

• Action from Closed Session: Board authorizes Linda Pierce to inform landlord at CHAMPS South that we will not be exercising our option.

• MEETING ADJOURNED at 9:56 PM.