A. CALL TO ORDER
   • Shelley Weinstein called the meeting to order at 5:38 PM.
   • In attendance: Ms. Shelley Weinstein, Mr. Rafael Bracero (joined at 5:46 PM), Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey
   • Absent: None

B. ADOPTION OF AGENDA
   • Holly Han moves to adopt the Agenda, and Valerie Washburn seconds the motion.
   • Aye: Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey
   • Nay: None
   • Abstained: None
   • The Agenda is adopted unanimously by roll call vote.

C. APPROVAL OF MINUTES – 4.20.20 Meeting
   • Holly Han moves to approve the draft Minutes from 4/20/20, and Monica DeBarros seconds the motion, subject to typo correction.
   • Aye: Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey
   • Nay: None
   • Abstained: None
   • The April 20 2020 Minutes are approved unanimously by roll call vote, subject to typo corrections.

D. ORGANIZATIONAL MATTERS – None

E. PUBLIC COMMENTS – None

F. ANNOUNCEMENTS -- None

G. PUBLIC COMMENTS -- None

H. PRESIDENT’S REPORT – delivered by Shelley Weinstein
• PPP funding of slightly over $1 million was received. Thanks to everyone in cabinet and at ExEd for making this happen. Funds went to Endeavor Bank account and were used to make most recent payroll.

• **Action Item: Governing Board Resolution Approving Participation in the Federal Stimulus “Paycheck Protection Program”**.
  - Shelley has already circulated a draft resolution for the Board to authorize acceptance of PPP funds with knowledge of associated requirements. Our attorney at Procopio drafted the Resolution for us. The Resolution is attached to these Minutes.
  - Jason Yancey moves to adopt the Resolution, and Valerie Washburn seconds the motion.
  - Aye: Mr. Rafael Bracero, Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey
  - Nay: None
  - Abstained: None
  - Governing Board Resolution Approving Participation in the Federal Stimulus “Paycheck Protection Program” is approved unanimously by roll call vote.

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

• Planning for the next school year is underway, with lots of uncertainty. Opening will likely be gradual. Students will likely stay in one classroom all day long, with teachers traveling to them. A blended learning approach is likely. There may be an attendance requirement beginning in the fall.

• **Action Item: Change to state minimum graduation requirements.**
  - In light of the COVID-19 school closure and motivated by equity concerns, we are considering switching graduation requirements to the state minimum (our requirements are currently higher). The major change would be to the required number of years of English and foreign language instruction. These requirements would not meet CSU entrance requirements but would still allow graduates meeting minimum requirements to enroll in community college. The change would apply only to class of 2021. LAUSD approval is not required for this change.
  - Rafael moves to adopt the state minimum graduation requirements the class of 2021, and Valerie Washburn seconds.
  - Aye: Mr. Rafael Bracero, Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey
  - Nay: None
  - Abstained: None
  - The Board unanimously approves the adoption of the state minimum graduation requirements for the class of 2021, by roll call vote.

• **Oversight Visit Update**
  - Records will be prepared and presented for oversight visit tomorrow. We anticipate a positive report.
• Graduation Grab & Go—those are now disallowed, but our virtual graduation will go forward.

J. ASSISTANT PRINCIPALS’ REPORTS

• Academic Report delivered by Jay San Agustin
  • Office hours have been established since April. We are moving toward a more structured approach to distance learning.

• Food service proposal presented by Brian Banducci.
  • Action Item: Acceptance of Fresh Start food service proposal. Fresh Start is our current vendor and the only one to submit a proposal by the deadline. Brian is satisfied with the proposal, which bases cost on actual meals served. The company will give us a draft contract once the proposal is approved.
  • Grace Cruz moves to accept the food service proposal from Fresh Start, and Valerie Washburn seconds.
  • Aye: Mr. Rafael Bracero, Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey
  • Nay: None
  • Abstained: None
  • Board unanimously accepts the food service proposal from Fresh Start, by roll call vote.

K. COMMUNICATIONS, MARKETING & OUTREACH – delivered by Ethan Norof

• 77 incoming freshmen are now enrolled. Almost all pre-enrollments went ahead and enrolled. 12 transfer students have enrolled, and 8 are in pre-enrollment. We are facing obstacles with parents being overwhelmed and also waiting to see what learning will look like in the fall.
  • We are focusing on targeted enrollment. We may well get students transferring from private school looking for a smaller environment and specialized programs. Ethan will make sure we get placement in Ventura Blvd magazine.
  • Inaugural speaker series presented by Holly Han
    • We have problems with our mass email system to reach alumni etc: no tracking of opening, no Spanish translation. Response to this email blast was not good, but we don’t know why—it could be that people weren’t even getting email.
    • First speaker is Hal Rosenfeld tomorrow night. Board members are encouraged to attend.

L. FACILITIES REPORT – delivered by Roque Moscoso

• We are almost done moving to Mezzanine. Next phase will be remodeling of 4th floor, probably starting next week, to accommodate move from CHAMPS South.
  • The cost of the move will likely be around $80K.

M. FINANCE

• Anu presents on vendor refunds. No significant change from last meeting except $950 refund from March cancellation. $29,356 total in refunds from various vendors. We have refunded over $4K to students for senior packaging and grad night and $3K for choir Disneyland trip.
• Norman form ExEd presents the Dashboard. Net loss projected at $189K. Projections for cash and expenses do not include moving and Annex improvements. PPP funds should help with cash cushion as funds from state are delayed. By June 30, we are likely to have 16% reserve.

• Preliminary budget presented by Linda Pierce
  • Linda notes that we are anticipating a robust cash reserve on June 30.
  • Governor Newsom has released a preliminary budget, with a lot of unknowns still because of income tax receipt delay, but we expect LCF to take a hit and also payment deferrals, though there may be exception to payment deferrals for LEAs.
  • For next school year, our CALSTRS contribution has been reduced from around 18% to around 15%. Our Cal Workforce grant will likely be less than promised; money for special ed is supposed to go up, and there will be no cuts to our special ed grant.
  • Projected deficit for next year has gone down in recent budgeting process, but that does not the likelihood of the PPP loan converting to a grant, and if that occurs that will take us into the black.

• Shelley notes that we do expect a salary freeze but will revisit come December.

• Action Item: Motion to continue with benefits provided through The Benefits Center.
  • CHAMPS now pays 100% of faculty and staff insurance costs, and employees cover the cost of family members/dependents. Our insurance broker got pricing for next year’s insurance, and we are looking at a 6% increase, which is not so bad. Some staff members are not returning next year, so total cost increase is around 3%. Linda recommends continuing to use Benefits Center, with Kaiser and Blue Shield.

• Action Item: Motion to continue with benefits provided through The Benefits Center.
  • Valerie Washburn moves to continue to purchasing employee benefits through the Benefits Center, and Jason Yancey seconds.
  • Aye: Mr. Rafael Bracero, Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey
  • Nay: None
  • Abstained: None
  • Board unanimously approves continuing with Benefits Center for employee benefits, by roll call vote.

• Action Item: Reconsideration of our insurance relationship with CharterSafe.
  • CharterSafe is the consortium through which the school purchases its insurance. Its premiums are going up, likely by 25%. Linda would like to explore the option of leaving this group and joining another one, since we may well be able to get similar coverage at lower cost. We would need to provide notice to them that we are leaving the group. The Board should approve granting this notice.
  • Monica DeBarros moves to give Linda authority to provide CharterSafe with notice, and Holly Han seconds.
• Aye: Mr. Rafael Bracero, Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey
• Nay: None
• Abstained: None
• Board unanimously grants Linda the authority to give CharterSafe notice that we are leaving consortium if that turns out to be the most cost-effective choice, by roll call vote.

  • **Action Item**: LCAP revised report. Normally LCAP is a long document, but the governor has pushed formal LCAP back till December. We are just providing a COVID-19 Operations Written Report instead. Board will approve that report.

  • **Action Item**: Valerie Washburn moves to approve the COVID-19 Operations Written Report, and Monica DeBarros seconds.

  • Aye: Mr. Rafael Bracero, Ms. Grace Cruz, Ms. Monica DeBarros, Ms. Holly Han, Ms. Valerie Washburn, Mr. Jason Yancey

  • Nay: None

  • Abstained: None

  • Board unanimously approves the COVID-19 Operations Written Report, attached to these Minutes, by roll call vote.

N. NEW BUSINESS - None
O. OLD BUSINESS – None
P. CLOSED SESSION

  • Adjourned to closed session at 7:22 PM.
  • Return to open session at 7:58 PM.
  • Report from Closed Session: Board has selected Halstead Construction to move forward with the Annex buildout. Shelley will notify Halstead, and Roque and Holly will notify other bidders.

Meeting adjourned at 8:00 PM.