

DRAFT



# La Cima Elementary Charter School

## Minutes

### Board Meeting

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#### **Date and Time**

Wednesday January 18, 2017 at 6:00 PM

#### **Location**

La Cima Think Tank, 570 Hancock Street

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#### **Board Members Present**

A. Edwards, L. Joffe, L. Stephenson, M. Francois, N. Yahya

#### **Board Members Absent**

N. Booth

#### **Ex-Officio Members Present**

D. Warrick, E. Bazile, T. Phillips

#### **Non Voting Members Present**

D. Warrick, E. Bazile, T. Phillips

#### **Guests Present**

A. Hageb, N. Brinson

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Jan 18, 2017 @ 6:00 PM at La Cima Think Tank, 570 Hancock Street.

L. Joffe motioned was seconded by A. Edwards..

### **C.Approve Minutes**

L. Joffe made a motion to approve minutes.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Warrick arrived late.

N. Yahya arrived late.

## **II. Board Business Update**

### **A.Board Business Update**

L. Joffe discussed the Board Business and the transition to temporary Board Chair.

## **III. Executive Director Report**

### **A.Executive Directory Monthly Report**

T. Philips discussed the Discipline Data, Art of Coaching text, Education Collaborative of International Schools (ECIS) Conference, Pre K build out discussion..

### **B.Organizational Task Force Update--PreK Proposal**

L. Joffe made a motion to accept and mover forward with the Pre K expansion project of La Cima.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IV. Academic**

### **A.Academic Committee Update**

### **B.Enrichment Program**

L. Joffe made a motion to approve the enrichment program.

A. Edwards seconded the motion.

The board **VOTED** to approve the motion.

## **V. Finance & Audit**

### **A.Approve Monthly Financials Oct 2016 YTD & Nov 2016 YTD**

### **B.Financial Policies and Procedures Update draft**

A. Edwards made a motion to approve the monthly financial reports for Sept. 2016 to Jan. 2017.

L. Joffe seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VI. Governance**

### **A.Social Media Policy update**

L. Stephenson indicated that the Social Media Policy will be available for review and discuss and vote upon during Feb. 2017 meeting.

## **B.Status of New Member Paperwork**

### **VII. Executive Committee**

#### **A.Board Committee and Task Force Update**

Committee Chair positions were reallocated.

L. Joffe made a motion to have the Operation Manager be the signature for check number 14745 at a cash value of \$25,134.00 for Jump Start Tours, the motion was 2nd by M. Francois and approved.

#### **B.Board Book**

L. Joffe discussed the board decision matrix

### **VIII. Closing Items**

#### **A.Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

L. Stephenson

L. Joffe made a motion to adjourn the meeting.

M. Francois seconded the motion.

The board **VOTED** unanimously to approve the motion.