

APPROVED

# La Cima Elementary Charter School

## Minutes

### Board Meeting

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#### Date and Time

Wednesday June 17, 2020 at 6:30 PM

#### Location

Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Password: 906580

Dial by your location

+1 646 876 9923 US (New York)

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#### Trustees Present

A. Edwards (remote), D. Mack-Glasgow (remote), J. Swayne (remote), K. Briggs (remote), L. Joffe (remote), N. Yahya (remote), R. McGill Jr (remote), T. Mitchell (remote), Z. Heller (remote)

#### Trustees Absent

L. Stephenson

#### Guests Present

A. Hageb (remote), Amira Bolton, Capri Tennis, G. Saint-Ange (remote), J. Njuguna, Letta Belle, Robyn Milliner-Johnson

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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 Jun 17, 2020 @ 6:39 PM.

#### C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 05-27-20.

Z. Heller seconded the motion.

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

### II. Updates

### **A. Board Chair Update**

L. Joffe discussed the following:

- Paul (Authorizer) was very complimentary of Student Disciplinary Handbook
- Committees were not public meetings if fewer trustees than a quorum threshold
- All meetings are open meetings regardless of quorum
- Notice, agenda, and minutes need to be completed for Committee Meetings
- Executive committee – requires 5 trustees
- J. Swayne replaces Lenworth temporarily
- K. Briggs steps in as 5th permanent trustee

### **B. Executive Director Update**

G. Saint-Ange discussed the following:

- Point Made Learning facilitated a conversation about race and systemic racism with the staff. First of many.
- At July 30th meeting, we will have a conversation with Point Made Learning
- Virtual visit happened today with Inside Schools – profile to be shared with Board once complete
- Identified 4 key areas as we re-enter in 2021 all focused on student outcomes
  - Operational efficiency
  - Health & safety
  - Community engagement
  - Social emotional well-being for all
- Board action items
- Confirm board event dates
- July meeting to discuss financial policy and family handbook
- Draft renewal narrative is ready for board review
- Upcoming July committee meetings need to read benchmarks from hyperlink in G. Saint-Ange email (ED updates). Put comments directly into document as suggestions.

## **III. Committee Updates**

### **A. Academic Committee**

N. Yahyah discussed the following:

- Grades K-2 stronger performance
- Grades 3-5 have poor 15% prof rate; struggling in Math & ELA
- L. Belle discussed summer pilot in 4th grade for possibly using new curricula tools
- Started deeper dive
- R. Milliner-Johnson mentioned
- Eureka Math
- Core Knowledge Reading (CKLA)
- Curricula tool publishers are focused on how to improve tools given remote environment
- L. Belle spoke about summer work
- Requiring students get electronic library cards for assigned books
- R. Milliner-Johnson mentioned we are not doing reteaching since not good practice
- Eureka modules have preassessments and given protocols to continue current grade level pacing while filling in gaps
- L. Belle mentioned NWEA MAP assessment in August for incoming Kindergarteners
- Urban Assembly (vendor) will facilitate our teacher training
- G. Saint-Agnes responded to L. Joffe's question about the school's plan for reentry.
- Plan A – 100% back in October
- Plan B – Completely remote

- Plan C – Hybrid with 40-50% capacity
- 2 scenarios here
- July task force meeting to update board on plans

**B. Finance Committee**

R. McGill discussed the final budget and the May financials.  
R. McGill Jr made a motion to Approve May financials.  
L. Joffe seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**C. Governance Committee**

L. Joffe discussed several governance committee updates.

**D. Executive Committee**

L. Joffe discussed executive committee updates. Executive committee met last night to discuss the 2019-2020 evaluation submission as part of renewal package

**E. Committee Membership Discussion**

**IV. Voting Items**

**A. Addendum A of Board Bylaws**

L. Joffe made a motion to Approve Addendum A of Board of Bylaws.  
A. Edwards seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**B. 20-21 Fiscal Policies and Procedures Manual**

It was agreed to skip voting on the 20-21 Fiscal Policies and Procedures Manual until next week.

**C. 20-21 Organizational Chart Vote**

L. Joffe made a motion to Approve the 20-21 Organizational Chart Vote.  
Z. Heller seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**D. Board Bylaws and Code of Ethics Vote**

L. Joffe made a motion to Approve the Board Bylaws.  
Z. Heller seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
L. Joffe made a motion to Approve Code of Ethics.  
J. Swayne seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. 20-21 Team Handbook Vote**

L. Joffe made a motion to Move to Executive Session to discuss personnel matters.  
T. Mitchell seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**V. Closing Items**

**A. Follow-Up Items**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:05 PM.

Respectfully Submitted,  
R. McGill Jr

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### **Documents used during the meeting**

- June 2020 ED Updates.pdf
- 2019-20 May Financials(BD).xlsx
- FY20-21 Budget draft 3(BD).pdf
- ADDENDUM A-Board Bylaws.docx
- 20-21 La Cima Org Chart with names.pdf
- La Cima By-laws\_2015 to October 2019\_Governance Review Highlighted.docx
- La Cima Code of Ethics 5-14-20.docx
- La Cima 2020-2021 Team Handbook Redline -5.29.20jf and pon.docx