



Collegiate Charter High School of Los Angeles
Board Meeting Minutes
February 9, 2016

A meeting of the Directors of Collegiate Charter High School of Los Angeles ("Collegiate" or "Collegiate Charter High School"), an approved charter school under the Laws of the State of California, was held at 312 N. Record Ave, Los Angeles, CA 90063 on Tuesday, February 9, 2016.

The approved number of Directors of the Board is 7.

There were present the following 5 Directors representing a quorum: Gary Fraser, Sudhir Lay Burggaard, Jimmy Abarca, Jack Faherty, and Karl Reeb. Vanessa Jackson from Collegiate Charter High School and Shawn Rubin from ExED were also in attendance.

1. Call to order.

Dr. Gary Fraser called the meeting to order at 7:30.

2. Approval of the Meeting Minutes from the January 12, 2016 meeting

There being no discussion, and upon motion duly made and seconded it was:

RESOLVED: To approve the minutes of the January 12, 2016 meeting of the Collegiate Charter High School Board of Directors as presented.

Moved: Jack Faherty
Seconded: Karl Reeb

Ayes: 5
Nays: 0
Abstained: 0

3. Public Comment

There were no members of the public present to comment.

4. Governance Report

Dr. Fraser proposed the concept of inviting a board candidate attend monthly meetings each month as the Board works to grow its membership. He also outlined the work that he, Ms. Belai, and Mrs. Lay Burggaard will

be undertaking over the next 6 months to conduct outreach and cultivate prospective board members as the Board works to grow itself to membership of 9 to 11. Dr. Fraser also noted that the board will be working to improve their onboarding process for new directors.

5. Treasurer's Report

The Board reviewed the November Financial Report provided by ExED along with the December 2015 check register for the School's corporate bank account. Additionally, the board review IRS Form 990 for 2014.

6. Academic Accountability Report

The board discussed the need to develop and use each month an academic performance dashboard to help the board monitor the school's programmatic performance and progress toward meeting academic achievement goals and the other performance goals laid out in our charter. Mr. Reeb and Ms. Jackson will work to create an initial draft of this.

7. Executive Director's Report

The Executive Director updated the Board on enrollment, staffing, academic achievement, and facility.

8. Calendar Year '16 Board Calendar

Dr. Fraser presented the revised board calendar. The draft calendar was revised. In March, we are going to discuss the May event and the Board survey data.

9. Selection of an audit firm

Mrs. Rubin warned the board that an auditor needs to be selected in coming months for the 2015-2016 audit. Dr. Fraser will be reaching out to Board members to talk about participating on a formal Audit Committee, which will be formed in the March meeting.

10. Adjournment

There being no further business it was resolved to adjourn at 8:39 pm.

Moved: Sudhir Lay Burggaard

Seconded: Karl Reeb

Ayes: 5

Nays: 0

Abstained: 0

Respectfully submitted,

Sudhir Lay Burggaard, Secretary
