



**COLLEGIATE CHARTER HIGH SCHOOL OF LOS ANGELES
BOARD OF DIRECTORS
REGULAR MEETING - MINUTES**

DECEMBER 13, 2018 | 7-8:30 PM

A meeting of the Board of Directors of Collegiate Charter High School of Los Angeles (“Collegiate” or “Collegiate Charter High School” or “the School”), an approved charter school under the Laws of the State of California, was held at 312 N. Record Avenue, Los Angeles CA 90063 on the 25th of July, 2018.

The approved number of Directors of the Board is 11.

The meeting was publicly noticed in accordance with the Brown Act and all other relevant state and local public meeting statutes.

I. Opening Items

A. Call the Meeting to Order

Emilio Pack called the meeting to order at 7:30 pm.

B. Record Guests & Attendance.

There were present the following 7 Directors representing a quorum: Emilio Pack, Jimmy Abarca, Alfonso Trujillo, Steve Avalos, Marcelle Penn Mathis, Kim Johnson, and Linda Sanchez. Executive Director Vanessa Jackson was in attendance, as was Shawn Rubin, VP of Finance for ExED. Eddy Ramirez and Christopher Copolillo, board member candidates, were also in attendance as members of the public.

C. Initial Public Comment.

No members of the public chose to comment.

D. Approval of current agenda.

Upon motion duly made and seconded it was

RESOLVED: To approve the agenda as presented.

Moved: Emilio Pack

Seconded: Jimmy Abarca

In favor: All

Against: None

E. Approve Minutes of November 13, 2018 board meeting.

After discussion and upon motion duly made and seconded, it was

RESOLVED: To approve the minutes of the September 11, 2018 meeting of the Collegiate Board of Directors.

Moved: Marcelle Penn Mathis

Seconded: Alfonso Trujillo

In favor: All

Against: None

II. Items Scheduled for Action or Discussion.

A. Executive Director's Report.

Ms. Jackson presented the Executive Director's report summarizing enrollment trends, staff culture, scholar attendance and milestones, and hiring/credentialing. Ms. Jackson also shared out the October monthly suspension report.

With respect to teacher employment and credentialing, Ms. Jackson noted the following updates:

- To fill a vacancy, the school has employed a new physics teacher effective November 1 to fill a vacancy and is working to get a one-year waiver to maintain compliance with all applicable state, federal and local regulations with respect to ensuring highly qualified teachers in all classrooms.
- The school is working to fill a vacancy from January onward as the school's SPED teacher's last day will be December 4, 2018.
- The school has one teacher who teaches EL students who needs to obtain an emergency CLAD for this school year in order to teach EL students.

B. Treasurer's Report

Ms. Rubin presented the financial report for the month ending September 30, 2018. The board reviewed the check register.

C. Annual Giving Campaign

Ms. Johnson led a conversation about annual giving. Directors committed to making annual contributions to the school by December 31, 2018.

D. Committee Work

As Mr. Faherty and Dr. Fraser were not present for the meeting, this agenda item was bypassed.

III. Items for Board Action

A. Contract for Services with Claire Polcrack

No board action was taken.

B. Election of Executive Director Evaluation Committee

The board discussed the need to conduct the annual Executive Director evaluation in January 2019 in preparation for contracting the Executive Director for the 2019-2020 fiscal/school year. After discussion, and upon motion duly made and seconded, it was

RESOLVED: To elect Gary Fraser, Emilio Pack, Alfonso Trujillo, and Jack Faherty to the Executive Director Evaluation Committee.

Moved: Jimmy Abarca

Seconded: Linda Sanchez

In favor: All

Against: None

C. Review & Approval of the First Interim Financial Report

The board reviewed the First Interim Financial Report. After discussion, and upon motion duly made and seconded, it was

RESOLVED: To approve the First Interim Financial Report as presented for submission to the LAUSD.

Moved: Jimmy Abarca

Seconded: Linda Sanchez

In favor: All

Against: None

D. Approval of Employee Compensation Schedule for FY'20

The board reviewed a draft employee compensation schedule for the 2019-2020 school year. No action was taken.

IV. Closing Items.

A. New Business.

No new business was brought before the board.

B. Scheduling of January Meeting

Ms. Jackson surveyed the board to determine whether the board was likely to secure a forum for the regularly scheduled January board meeting. The board determined to reschedule the January board meeting for a date to be determined in order to ensure a quorum.

C. Adjournment

There being no further business before the board, the meeting was adjourned.

Adjournment

Moved: Emilio Pack

Seconded: Jimmy Abarca

In favor: All

Against: None