Members Present: Six members of the Board were present: Michele Haney (Chair), Melissa Aguilar, Jeff Becker, Lei Bowen, Traci Myman and Patrick Smith. These members constitute a quorum

Members Absent: Five members were absent: Tony Battaglia, Dawn Hamilton, David Kretschmer, Josh Mark and Lisa Mucci.

Others Present: Staff: Annie Cox and Erin Studer.

1. Call to Order

M. Haney called the meeting to order.

2. Public Comment

There were no public comments.

3. Approval of the Consent Agenda

I. Minutes of the November 6, 2018 Board Meeting.

M/S/P (P. Smith/M. Aguilar) Motion to approve the minutes of the December 4, 2018 Board of Directors meeting as amended.

VOTE

Yeses: Melissa Aguilar, Michele Haney, Josh Mark, Traci Myman, Patrick Smith.
No’s: None

Abstentions: Jeff Becker, Lei Bowen.

MOTION PASSES: 4-0-2

II. Program Reports

a. The Report for the Early Education Programs was distributed and included the following:

   i.  CHIME/CSUN Collaboration and Outreach: The submission for a presentation at the Cal-TASH Conference in San Diego on February 22, 2019 with Dr. Michele Haney and Dr. Zhen Chai was accepted. We’ll be addressing how the three principles of Universal Design for Learning are applied in early childhood settings to maximize active participation and meaningful inclusion of all children.

   ii. Update on fundraising and grant activities supporting the CHIME Early Education Programs: Staff and Board are thankful for the generosity of donors, fundraising and grant submissions include the following:
<table>
<thead>
<tr>
<th>Organization</th>
<th>Activity</th>
<th>Date</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rags for Riches Foundation</td>
<td>Donation</td>
<td>August 2018</td>
<td>$10,000 awarded</td>
</tr>
<tr>
<td>Wells Fargo Foundation</td>
<td>Grant (Teacher Training) submitted</td>
<td>Proposal submitted</td>
<td>$5,000 awarded</td>
</tr>
<tr>
<td></td>
<td></td>
<td>August 2018</td>
<td></td>
</tr>
<tr>
<td>“That’s from Disneyland” assorted</td>
<td>Donations CHIME Early Ed</td>
<td>October 2018</td>
<td>$16,000 + $250,000 donated</td>
</tr>
<tr>
<td>donations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHIME “Hoodie” fundraiser</td>
<td>Fundraising</td>
<td>Through 11/14/2018</td>
<td>$550 raised</td>
</tr>
<tr>
<td>Sharky’s Restaurant Fundraising</td>
<td>Fundraising</td>
<td>November 8, 2018</td>
<td></td>
</tr>
<tr>
<td>Mara W. Breech Foundation</td>
<td>Grant (Innovative Practices)</td>
<td>Proposal submitted</td>
<td>$15,000 received</td>
</tr>
<tr>
<td></td>
<td></td>
<td>October 2018</td>
<td>January 2019</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$15,000 request</td>
<td></td>
</tr>
<tr>
<td>Gift Card Fundraiser</td>
<td>Fundraising</td>
<td>Through 11/30/2018</td>
<td>$300 raised</td>
</tr>
</tbody>
</table>

b. The Charter School Report was distributed and reviewed. The following items required a vote:

   i. CHIME Institute Fiscal Policies and Procedures Manual
   The document which was initiated last year will be reviewed by the CHIME Finance and Audit Committee for final review and approval at the next Board meeting in February.

   **M/S/P** (P. Smith/T. Myman) Motion to direct the CHIME Finance and Audit Committee to review the CHIME Fiscal Policies and Procedures Manual within the next 20 days and submit recommendations prior to February 1, 2019 in order to return it to the Board for final approval at the February Board Meeting.

   **VOTE**
   **Yeses:** Melissa Aguilar, Jeff Becker, Lei Bowen, Michele Haney, Josh Mark, Traci Myman, Patrick Smith.
   **No’s:** None
   **Abstentions:** None
   **MOTION PASSES: 6-0-0**

   ii. Charter School Playground Project
   A playground project has been developed by Game Time (a pre-approved LAUSD vendor) for the large playground replacement project.

   **M/S/P** (P. Smith/L. Bowen) Motion for the Board to approve the playground design as provided by Game Time for the large playground replacement project at the charter school at a total cost of $81,999.07 and accept any unanticipated change order costs if no greater than 5%.

   **VOTE**
iii. Charter School Playground Project Financing
A discussion took place and the Board directed staff to investigate other finance options (three other lenders) as due diligence for competitive rates with no pre-payment penalty. In addition, foundation grants that address playground needs such as the Douglas Foundation will be explored.

M/S/P (P. Smith/T. Myman) Motion to conditionally approve of the financing option as presented pending staff investigation of at least other three finance options for competitive rates with no pre-payment penalty for a 60-month financing of the playground equipment provided by Game Time.

VOTE
Yeses: Melissa Aguilar, Jeff Becker, Lei Bowen, Michele Haney, Josh Mark, Traci Myman, Patrick Smith.
No’s: None
Abstentions: None
MOTION PASSES: 6-0-0

iv. Annual Giving Fundraising
E. Studer reported the annual fund has raised over $100,000 so far with a majority of non-directed funds placed in the Institute account. E. Studer requested the release of $50,000 into the Charter School account to meet current operational needs of the charter school.
M/S/P Motion (M. Haney/T. Myman) to direct $50,000 raised through the annual fund to be released to the charter school account towards payments of the Pension Plan.

VOTE
Yeses: Melissa Aguilar, Jeff Becker, Lei Bowen, Michele Haney, Josh Mark, Traci Myman, Patrick Smith.
No’s: None
Abstentions: None
MOTION PASSES: 6-0-0

v. Charter School Financial Update: The Charter School Financials and Cash Position as prepared by Irina Castillo of ExED were not addressed at this meeting. The Finance and Audit Committee requests a meeting with Irina Castillo to review the charter school budget.

vi. Teacher Salaries: The Board held a discussion about teacher salaries and wanted teachers to know it is looking for ways to close the gap as compared to school district salaries.
4. Board Committee Updates
   
a. Board Development Committee: The Board Development Committee made recommendations for one potential Board member and a discussion took place.

M/S/P Motion (P. Smith/T. Myman) to approve the nomination of Marc Polansky to the CHIME Institute Board of Directors.

VOTE

Yeses: Melissa Aguilar, Jeff Becker, Lei Bowen, Michele Haney, Josh Mark, Traci Myman, Patrick Smith.
No’s: None
Abstentions: None
MOTION PASSES: 6-0-0

5. Adjournment
The meeting was adjourned.