Minutes of the
CHIME Institute
Board of Directors Meeting
Held at the CHIME Charter School
Tuesday, March 5, 2019

Members Present: Seven members of the Board were present: Michele Haney (Chair), Lei Bowen, Dawn Hamilton, Josh Mark, Lisa Mucci, Traci Myman and Marc Polansky. These members constitute a quorum.

Members Absent: Five members were absent: Melissa Aguilar, Tony Battaglia, Jeff Becker, David Kretschmer and Patrick Smith.


I. Call to Order

M. Haney called the meeting to order. The Board welcomed returning Board member Marc Polansky.

II. Public Comment


III. Approval of the Consent Agenda

A. Minutes of the February 5, 2019 Board of Directors Meeting.
   M/S/P (T. Myman/L. Mucci) Motion to approve the minutes of the February 5, 2019 Board of Directors meeting.
   VOTE
   Yesses: Dawn Hamilton, Michele Haney, Lisa Mucci, Traci Myman and Marc Polansky.
   No's: None
   Abstentions: Lei Bowen and Josh Mark.
   MOTION PASSES: 5-0-2

IV. Annual Actuarial Report (Cash Balance Plan) for PYE 6/30/2019 was distributed and presented by Kevin Palm from Kravitz, Inc. The Board was given an opportunity to ask questions about the report. The Board requested Mr. Palm develop a historical summary of payments towards the pension plan to be shared with the Board.

V. Program Reports
   A. The Report for the Early Education Programs was distributed and included the following:

      1. Operational Issues;
      A search for an Occupational Therapy to be added to the team and services we provide was started.

      Infant/Toddler Program referrals to the Center-Based Program continue to fluctuate. We have continued our outreach with the Regional Center.
The CSUN Child and Family Studies Center was visited by an evaluator from the National Association for the Education of Young Children (NAEYC) as a step in the process of being reaccredited.

2. Student Performance and Parent Engagement:
Children's progress towards their Individualized Educational Plan (IEP) goals and objectives continues to be monitored on a daily basis. In addition to data related to specific learning objectives, staff also completes the Desired Results Developmental Profile (DRDP) as requested by the school district and California State Department of Education.

3. Grants and fundraising: An update on fundraising and grant activities supporting the Early Education programs.

B. CHIME/CSUN Partnership Report. The following activities have taken place:

1. A presentation at the Cal-TASH Conference in San Diego on February 22, 2019 with Dr. Michele Haney and Dr. Zhen Chai and addressed 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.

2. As the spring semester gets underway CHIME Early Education Programs are supporting students from a variety of colleges and programs within CSUN including Child and Adolescent Development, Sociology, Family Consumer Sciences, School Psychology, Special Education, Speech Pathology. The Charter School is supporting 7 student teachers.

3. We have been approached by a team of graduate students from CSUN in the manufacturing systems engineering program (MSE 508 SolidWorks class) they are tasked with designing and prototyping an innovative device to help assist people.

4. CHIME/CSUN Committee met on 2/27/2019. Some of the issues discussed include:
Teacher requests: Push in experiences from faculty and students (music, science, engineering)
And Board is seeking CSUN partnership beyond education and to continue to keep vision broader.

5. CHIME as a Professional Development School: Ways to leverage College of Education and University Resources. How to engage faculty and keep them current and How to help CHIME ensure that they are current

6. Research and Dissemination: "Reciprocity and Professional Capital" article ACCEPTED for publication in School-University Partnerships Journal (NAPDS)

C. The Charter School Report was distributed and reviewed. The following items were discussed:

1. LA Schools Report/ California Dashboard: An update on last month's discussion on CHIME Charter's placement in list of low performing schools was given. M. Haney explained there are additional concerns that require looking more closely at numbers prior to sending letter to journalist who wrote article.
2. 2019/2020 Lottery: The Lottery is now closed. Board members will assist with Lottery on Friday at CSUN.

3. Playground: The new playground design has been approved by OEHS and will have the National Designation of Inclusive Playground.

4. SBAC Testing: Testing will begin on March 11 and teachers will be making the environment more conducive to testing with healthy snacks and accessible seating options.

5. Charter School January Financials/Second Interim Report: The Reports as prepared by I. Castillo from ExEd were distributed and presented and Board members had the opportunity to ask questions.

M/S/P (T. Myman/L. Mucci) Motion to approve the Second Interim Report.

VOTE
Yeses: Lei Bowen, Dawn Hamilton, Michele Haney, Josh Mark, Lisa Mucci, Traci Myman and Marc Polansky.
No's: None
Abstentions: None
MOTION PASSES: 7-0-0

VI. Board Committee Updates
A. Board Fundraising and PR Committee: A report on efforts towards event planning and fundraising efforts was submitted by D. Hamilton. She also discussed the goal of 100% participation on donations from the Board.

B. Board Development Committee: Board members had the opportunity to review and sign the Form 700. Board members were asked to review their bios in order to update the information on the CHIME Institute website.

C. Finance and Audit Committee: The Audit needs to be finalized and will be addressed at the April meeting. The Board thanked Jeff Becker for his work on the revision.

VII. Closed Session: The Board met in closed session to discuss a personnel matter.

VIII. Adjournment
The meeting was adjourned.

IX. Next Meeting: April 2, 2019.