



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

March 10, 2021, 2020 | 5:30-7:30 PM

On March 10, 2021, a regular meeting of the Board of Directors of Collegiate Charter High School of Los Angeles, a 501c3 nonprofit public benefit corporation ("Collegiate" or "Collegiate Charter High School" or "the School"), an approved charter school under the Laws of the State of California, was held via Zoom teleconference per the Governor's order regarding suspension of specific facets of the Brown Act to allow for appropriate social distancing during the COVID-19 health crisis.

The approved number of Directors of the Board is 5. 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

Jack Faherty called the meeting to order at 5:32 pm.

B. Record Guests & Attendance.

There were present the following five directors representing a quorum: Jack Faherty, Alfonso Trujillo, Gary Fraser, Linda Sanchez, and Chris Copolillo. The Executive Director of the School, Vanessa Jackson, was also present as were Lesley Esters Redwine of LER Consulting and Shawn Rubin, VP Finance, ExED.

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: Chris Copolillo
Seconded: Gary Fraser
In favor: All
Against: None

E. Approval of January 27, 2021 Meeting Minutes

The board reviewed the meeting minutes of the January 27, 2021 board meeting.

Upon motion duly made and seconded it was

RESOLVED: To approve the meeting minutes of the January 29, 2021 board meeting as presented.

Moved: Chris Copolillo

Seconded: Linda Sanchez

In favor: All

Against: None

E. Approval of February 9, 2021 Meeting Minutes

The board reviewed the meeting minutes of the February 9, 2021 board meeting.

Upon motion duly made and seconded it was

RESOLVED: To approve the meeting minutes of the January 29, 2021 board meeting as presented.

Moved: Chris Copolillo

Seconded: Linda Sanchez

In favor: All

Against: None

II. Items for Board Discussion

A. Executive Search Update

Ms. Esters Redwine presented an update to the board regarding the School's search for a successor Executive Director and a successor Principal for the 2021-22 school year and onward.

B. Financial Report, Dashboard Review, Board Review of Check Register & Board Review of the ConApp.

Ms. Rubin shared the financial report. The board reviewed the financial performance dashboard, P&L statement, balance sheet, cash flow statement, and check register. The board also reviewed the ConApp.

C. Annual Brown Act Training.

Ms. Jackson conducted the annual Brown Act training utilizing materials and modules provided by the School's law firm, YMC.

D. Annual Election of Officers.

No board action was taken.

E. Executive Director's Report.

Ms. Jackson delivered the Executive Director's report summarizing student learning and achievement, organizational development milestones, and operational highlights.

Ms. Jackson also noted that the School has zero suspension year-to-date for the 2020-21 school year and zero lifetime expulsions.

Ms. Jackson reported out that all certificated and classified personnel employed by the School are properly credentialed and background-checked.

III. Items for Board Action

A. Resolution 03.10.2021.01: Approval of Education Code T5 80005b Local Assignments Option Adoption for College Readiness 2020-21.

Upon motion duly made and seconded it was

RESOLVED: To approve the Education Code T5 80005b Local Assignments Options Waivers for 2020-21 as presented.

Moved: Chris Copolillo

Seconded: Linda Sanchez

In favor: All

Against: None

B. Resolution 03.10.2021.02: Approval of Policy for Reflecting College Courses on Collegiate Students' High School Transcripts.

Upon motion duly made and seconded it was

RESOLVED: To approve the Policy for Reflecting College Courses on Collegiate Students' High School Transcripts.

Moved: Alfonso

Seconded: Chris Copolillo

In favor: All

Against: None

C. Resolution 03.10.2021.03: Approval & Adoption of Electronic Records Retention Policy.

Upon motion duly made and seconded it was

RESOLVED: To approve and adopt the Electronic Records Retention Policy.

Moved: Chris Copolillo

Seconded: Linda Sanchez

In favor: All

Against: None

D. Resolution 03.10.2021.04: Approval & Adoption of Conflict of Interest Policy.

Upon motion duly made and seconded it was

RESOLVED: To approve and adopt the Conflict of Interest Policy.

Moved: Chris Copolillo

Seconded: Linda Sanchez

In favor: All

Against: None

E. Resolution 03.10.2021.05: Approval of Second Interim Financial Report to the LAUSD.

Upon motion duly made and seconded it was

RESOLVED: To approve and adopt the Second Interim Financial Report to the LAUSD.

Moved: Chris Copolillo
Seconded: Alfonso Trujillo
In favor: All
Against: None

F. Resolution 03.10.2021.06: Authorization for Executive Director to Execute Contract for Services with Coverify for On-campus Covid-19 Surveillance Testing.

Upon motion duly made and seconded it was

RESOLVED: To authorize the Executive Director to execute a contract for services with Coverify for on-campus Covid-19 surveillance testing.

Moved: Chris Copolillo
Seconded: Alfonso Trujillo
In favor: All
Against: None

G. Resolution 03.10.2021.07: Approval of Updated Fiscal Policies & Procedures Authorizing Delivery of Inventory for School to Employee Residence in Event of Covid-related or Prop. 39 Collocation-related Prolonged Campus Closure(s).

No board action taken. The board noted that they have previously discussed, as early as April 2020 and on an ongoing basis on public meetings, the need for flexibilities around shipping school inventory to designated members of the School's operations staff in order to ensure timely delivery of critical items despite pandemic-related disruptions and school campus closures.

H. Resolution 03.10.2021.08: Approval of the Audited Financial Report for the Fiscal Year Ending June 30, 2020.

Upon motion duly made and seconded it was

RESOLVED: To approve the audited financial report for the fiscal year ending June 30, 2020 for submission to the CDE and to the School's district charter authorizer.

Moved: Gary Fraser
Seconded: Chris Copolillo
In favor: All
Against: None

I. Resolution 03.10.2021.09: Authorization for Executive Director to Enter into Contract for Math Tutoring Services with Yup, Inc. to Exceed \$10,000.

Upon motion duly made and seconded it was

RESOLVED: To authorize the Executive Director to enter into contract for math tutoring services with Yup, Inc. to exceed \$10,000.

Moved: Gary Fraser
Seconded: Linda Sanchez
In favor: All
Against: None

J. Resolution 03.10.2021.10: Authorization for Executive Director to Sign Letter of Intent and/or Contract for Services with Red Hook Capital or Pacific Charter School Development, Inc.

No board action taken.

K. Resolution 03.10.2021.11: Selection of the Auditor for the Fiscal Year Ending June 20, 2022.

Upon motion duly made and seconded it was

RESOLVED: To select Eide Bailly as the School's independent auditor for the fiscal year ending June 30, 2021 and to authorize the Executive Director to contract for audit services accordingly.

Moved: Gary Fraser

Seconded: Linda Sanchez

In favor: All

Against: None

III. Closing Items

A. New Business

There were no new items of business brought before the board.

B. Adjournment

At 5:39 pm, there being no further business before the board, it was

RESOLVED: To adjourn the meeting.

Moved: Linda Sanchez

Seconded: Alfonso Trujillo

In favor: All

Against: None