



**Global Education Collaborative
BOARD OF DIRECTORS -BOARD MEETING AGENDA**

Tuesday, June 26, 2018 - 5:00 PM

The meeting will be held at:
4141 S. Figueroa St. Los Angeles, CA 90037

Teleconference from:
23319 Maltby Place Harbor City, CA 90710

1. Call to Order and Attendance

Meeting is called to order at 5:00pm

Board Members

	Present	Absent
Stu Bernstein	<u> </u>	<u> X </u>
Daniel Choi	<u> </u>	<u> X </u>
Rickey Jones	<u> X </u>	<u> </u>
Magaly Lavadenz	<u> </u>	<u> X </u>
Yen Ma-Chan	<u> X </u>	<u> </u>
Marsha Thomas	<u> X </u> (via teleconference)	<u> </u>
Marion Wong	<u> X </u>	<u> </u>

Staff

Sally Chou, GEC Executive Director	<u> X </u>	<u> </u>
Arturo Garcia, Jr., GEC Dir of Operations	<u> X </u>	<u> </u>
Francisco Contreras, Business Manager	<u> X </u>	<u> </u>
Linda Lee, GEA Interim Principal	<u> X </u>	<u> </u>
Shelley Miller, GEAMS Interim Principal	<u> X </u>	<u> </u>
David Warken, GEA 2 Principal	<u> X </u>	<u> </u>

2. Approval of the Agenda

Y. Ma-Chan moves to approve agenda. R. Jones seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

3. Public Comments

COMMENTS FROM THE FLOOR - At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board of Directors.

COMMENTS ON AGENDA ITEMS - Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation before the board begins its deliberations or takes action on the item. *If translation is required, times above will double.*

None

4. **Public Hearing -**

none

5. **CLOSED SESSION**

With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

1. **Public Employment: Executive Director, Director of Operations, Business Manager, Principals**

6. **REPORT OUT OF CLOSED SESSION ON ANY ACTION TAKEN**

No report out of closed session.

7. **PUBLIC SESSION -**

RECONVENE TO OPEN SESSION: The meeting will reconvene to open session.

8. **Reports**

a. Board

1. Operations and Communications

i. Executive Director Report

S. Chou thanks S. Miller for stepping into supporting GEAMS during the closure. She also mentions that the GEC Foundation held a meeting recently and is working on planning a social event in August.

ii. Board President Report

M. Wong mentions that end of the year has gone smoothly at all schools. She thanks all staff for completing another successful year. She recognized A. Garcia on behalf of the Board, thanking him for his services to GEC.

b. Staff

1. Operations and Communications

i. GEA

1. Monthly School Report

L. Lee summarizes her school report. She mentions that GEA teachers participated in a webinar about Accelerated Math and that they also had a year-end meeting about the language program at GEA. She also mentions she attended a school security training with other staff members. GEA teachers used the new PowerSchool electronic report card for the final trimester. She highlighted the student achievement on the most recent SBAC. Enrollment for fall is meeting the goal with a waiting list.

2. LAUSD Oversight Report
L. Lee presents the LAUSD oversight report to the Board. She mentions that GEA received a 3 in student achievement, and a 4 in Operations. Area of improvement is El reclassification rate due to the data that was from the previous year. Scores in Governance and Fiscal were the same as the other schools.

ii. GEAMS

1. Monthly School Report
S. Miller reports that GEAMS students participated in fieldtrips in June and that culmination was very successful even though they had to relocate the event at the last moment. She also mentions that the GEAMS move out is going smoothly and is just about done.

iii. GEA 2

1. Monthly School Report
D. Warken presents his monthly report for next year is currently at 180. He also mentions he is working on finalizing the shared use agreement with Arlington Heights El for the 18-19 school year and that summer school will be held on site this year.

9. Consent Agenda

All items listed under the Consent Agenda are considered by the Board to be routine and will be approved and/or enacted by the Board in one motion. Unless specifically requested by a Board member for further discussion or Removed from the agenda, there will be no discussion of these items prior to the Board's vote on them.

a. Approval of Meeting Minutes:

1. May 22, 2018 Board Meeting Minutes

b. Approval of Check Register

1. May 2018 Check Register

c. Approval of Renewal with DirectEd Services for 2018-19 and invoice payments over \$10k in the 18-19 school year.

d. Approval of Renewal of CharterSafe Insurance Coverage for 2018-19 and initial payment (\$17.3k) via installment plan.

e. Approval of Kaiser Insurance payments over \$10k for the 18-19 school year.

f. Approval of Consolidated Applications

1. GEA:

- i. Certificate of Assurances
- ii. Prayer Protection Certification
- iii. Application for Funding

2. GEA 2

- i. Certificate of Assurances
- ii. Prayer Protection Certification
- iii. Application for Funding

Y. Ma-Chan moves to approve consent agenda. M. Thomas seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

10. Discussion & Action Items

- a. Possible approval of May 2018 Financials for GEA, GEA 2, GEA MS, and GEC
A. Garcia presents the May 2018 financials for all sites. He mentions that there are no significant revenue changes at GEA, GEA 2, and GEC. For GEA MS he points out that nutrition program reimbursement revenue and costs have been adjusted for the lower consumption for the year.

M. Thomas moves to approve the May 2018 financials for all sites. R. Jones seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

- b. Possible approval of 2018-2019 LCAPs for GEA and GEA 2
Principals D. Warken and L. Lee summarize the 2018-19 LCAPS. D. Warken mentions GEA 2 will be adding an additional Intervention Teacher in 18-19. L. Lee mentions that there was an increase to educational software and campus beautification through the LCAP process.

R. Jones moves to approve the 2018-19 LCAPS for GEA and GEA 2. Y. Ma-Chan seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

- c. Possible approval of 2018-2019 budgets for GEA and GEA 2
A. Garcia presents the 2018-19 budgets for GEA and GEA 2. He mentions that the budgets are reflected in the LCAP and include the updates discussed by the Principals.

R. Jones moves to approve the 2018-19 budgets for GEA and GEA 2. Y. Ma-Chan seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

- d. Possible approval of salary and contract to hire Executive Director for the 2018-2019 school year
A. Garcia presents the Executive Director contract for Dr. Chiung-Sally Chou for the 2018-19 school year with a salary of \$40,000 for a 30% time assignment.

R. Jones motions to approve the 2018-19 Executive Director contract for Dr. Chiung-Sally Chou. Y Ma-Chan seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

- e. Possible approval of contracts to hire Principals, Director of Operations, and Business Manager for the 2018-2019 school year

S. Chou presents the following 2018-19 contracts for Board Consideration: GEA Principal - Linda Lee, GEA 2 Principal - Frederick David Warken, and GEC Business Manager - Francisco Contreras. She also presents a 2017-18 contract extension for Arturo Garcia, Jr. as GEC Director of Operations through July 18, 2018.

Y. Ma-Chan moves to approve the following 2018-19 contracts: GEA Principal - Linda Lee, GEA 2 Principal - Frederick David Warken, and GEC Business Manager - Francisco Contreras. R. Jones seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

Y. Ma-Chan moves to approve the extension of the Director of Operations contract to July 18, 2018 for Arturo Garcia, Jr. R. Jones seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

- f. Possible selection and approval of Meal Vendor for GEA schools for the 2018-19 school year and approval of invoice payments over \$10k for the 2018-2019 school year

A. Garcia presents the proposals received in response to the Meal Vendor RFP released earlier in June. He mentions that four vendors submitted proposals and that there were three scorers of the proposals. Being able to provide meal vending services for GEA 2 on a co-located LAUSD campus was a high priority in reviewing the proposals. After scoring the proposals Better 4 You Meals received the highest score, mainly due to their experience with serving co-located schools.

Y. Ma-Chan moves to approve Better 4 You Meals as the meal vendor for GEA and GEA 2. R. Jones seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

- g. Possible action and approval of GEC Policies in accordance with California AB 699; may include Uniform Complaint Policy, Visitor's Policy, FERPA/Annual notice and others

A. Garcia mentions that several policies needed to be updated to comply with the new Immigrant Status regulations per California AB 699. He presents the following updated policies: a) GEC Uniform Complaint Policy and Procedures, b) Parent Handbook, c) Student Records/FERPA Annual Notice for parent handbook, d) Educational Records and Student Information Policy (FERPA), and e) Posted Visitors Sign-In Policy. He mentions that policies were updated in conjunction with GEC's legal provider Young, Minney & Corr.

Y. Ma-Chan moves to approve the updated policies listed above. R. Jones seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong

Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes
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h. Possible action on GEA WASC Accreditation status

L. Lee presents a prepared letter to WASC to suspend GEA's affiliation with WASC when it expires on June 30, 2019.

R. Jones moves to approve the letter to WASC suspending GEA's affiliation with WASC. Y. Ma-Chan seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

i. Possible approval of GEC 2018-2019 Budget

A. Garcia presents the 2018-2019 budget for GEC.

R. Jones moves to approve the 2018-19 budget for GEC. Y. Ma-Chan seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

j. Possible action on updated Bank Signors

A. Garcia mentions that with the upcoming staffing changes that updates to GEC's bank account with CCU are needed. The following timing and changes are discussed and recommended:

Effective June 29th - Removal of S. Miller from Bank Account,

Effective July 1st - Adding Linda Lee and Rickey Jones

Effective July 18th Removing A. Garcia from account

Authorizing a GEC credit card for F. Contreras with a limit of \$5k immediately.

Y. Ma-Chan moves to approve the changes to Bank Signors as stated. M. Thomas seconds.

S. Bernstein	D. Choi	R. Jones	M. Lavadenz	Y. Ma-Chan	M. Thomas	M. Wong
Not Present	Not Present	Yes	Not Present	Yes	Yes	Yes

11. **ADJOURNMENT**

Meeting adjourns at 7:03pm.

Next Regular Board Meeting: 07/24/18

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Global Education Collaborative (GEC) at (323)232-9588