



PPCS Board Meeting Minutes
DATE and TIME: January 3rd 2018 7:13 pm
Locations: 1701 Browning Blvd. Los Angeles CA 90062
Conference call Dial-in Number: (641) 715-3836 Access Code: 943433

Time	Agenda Item	Action	Who	Minutes
7:13	Call to Order		Rohit Shukla	The meeting was called to order.
	Roll Call		Rohit Shukla	Board Members Rohit Shukla, Brian Fujimoto and Raul Carranza were present. Board Members Mayra Rivas and Sujit Govindraj were not absent. The Executive Director Sonali Tucker and Yvette Brown representative from CSMC were also present.
	Approval of Agenda	Vote	Rohit Shukla	Raul Carranza moved to approve the Agenda and Brian Fujimoto seconded the motion. Ayes; Rohit Shukla. Nays; none.
	Approval of Minutes of prior board meeting.	Vote	Rohit Shukla	Brian Fujimoto moves to approve the Minutes of the December 6 th Board Meeting and Raul Carranza seconded the motion. Ayes; Rohit Shukla. Nays; none.
	Public Comment on Non-Individual Agenda Items. No Individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board Members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation. If an interpreter is needed the individual will have twice the	Discussion	Group	None.

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	time to speak (6 minutes).	Discussion	Group	None.
	Public Comment on Agenda Items (see agenda items below and call or e-mail the Executive Director/Principal if you have any questions or need more detail on the agenda items – telephone number (310) 625-7103, e-mail address stucker@publicpolicycharterschools.org).			
Action Items, Presentations and/or Discussion Items				
	Approval of October 2017 and November 2017 Financials – Budget to Actuals (income statement), Balance Sheet, Check Register, and Cash flow.	Vote		Brian Fujimoto moved to approve the financial reports for October and November and Raul Carranza seconded the motion. Ayes; Rohit Shukla. Nays; none.
	1 st Interim Report. A report submitted to LAUSD that reflects Actual Financial activity through October 2017 and an updated Annual Budget for 2017-18. The report includes Income Statement and Balance Sheet data.	Ratification of Report approved at the Special Board Meeting.		The Board ratified the 1 st Interim Report that was Approved at the Special Board Meeting on December 6 th . Rohit Shukla Moved to ratify the 1 st Interim Report and Brian Fujimoto Seconded the Motion. Ayes; Raul Carranza. Nays; None.
	LCAP Process for 2018-19. CA Healthy Kids Survey will be administered to the PPCS			The Survey Process for LCAP using the research based CA Healthy Kids Survey developed by WestED, was presented to the Board by the

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	community. CAASPP 2015-16 vs. 2016-17 results and 2017-18 LCAP analysis sent by LAUSD prior to Oversight Visit on January 26 th 2018.	Presentation	Executive Director. The Executive Director presented the Board with the CAASPP 2015-16 vs. 2016-17 results and the LCAP analysis sent by LAUSD. Items 7&8 that were evaluated as incomplete by LAUSD were discussed and noted as being issued in 2016-17 that have now been resolved.
	Fiscal Policies and Procedures 2017-18 further updates	Tabled	Updates to the <i>2017-18 Fiscal Policies and Procedures</i> were presented to the Board; Checks over \$10k would require 2 signatories, Checks over \$10k will be approved by Treasurer and Board Chair (not only Treasurer), the payments over \$10k will be presented at the Board Meeting, Any Asset removed from the school premises for any length of time must be approved by the Executive Director, Annual Financial Audit report is received included the Executive Director, Board Chair and Board Treasurer (not only Board Treasurer), Employee Mileage Reimbursement, Cashflow projections presented to the board each month. Some of these items are already being implemented but need to be included in the <i>2017-18 Fiscal Policies and Procedures</i> . The Board agreed to Approve the Policies at a Special Board Meeting to be held in January once the final version was prepared and submitted.
	LAUSD Compliance Monitoring Checklist item - "The administration and Board has	Vote	Rohit Shukla moved to Approve the item on the LAUSD Compliance Monitoring Checklist that requires that the Board has "a system in place for

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	<p>a system in place for reporting applicable employee misconduct to the Commission on Teacher Credentialing." Brian Fujimoto Seconded the motion. Ayes; Raul Carranza. Nays; None.</p>		<p>reporting of applicable employee misconduct to the Commission on Teacher Credentialing." Brian Fujimoto Seconded the motion. Ayes; Raul Carranza. Nays; None.</p>
	<p>1st Qtr. EPA Expenditure report.</p>	<p>Vote</p>	<p>Rohit Shukla Moved to Approve the 1st Qtr. EPA Expenditure Report. Raul Carranza Seconded the Motion. Ayes; Brian Fujimoto. Nays; None.</p>
	<p>One- time funds for outstanding mandate claims report and Resolution.</p>	<p>Vote</p>	<p>Raul Carranza Moved to Approve the One-Time Mandated Funds. Rohit Shukla Seconded the Motion. Ayes; Brian Fujimoto. Nays; None.</p>
	<p>Executive Director/Principal's Report; NWEA Benchmark scores, CAASPP results 2016-17, CAASPP 2015-16 compared to 2016-17, and Achieve 3000 scores. School Enrollment and Average Daily Attendance, Chronic Absenteeism, Suspension and Expulsion rates etc.</p>		<p>The Board accepted the Executive Director's Report on Academic Performance, Enrollment, ADA, Chronic Absenteeism, and Suspension and Expulsion rates, as presented.</p>
	<p>Evaluation of Executive Director. The Board will discuss how they will collaborate on the evaluation process and how the evaluation will be finalized.</p>	<p>Discussion</p>	<p>The Board discussed the process for evaluating the Executive Director for her performance in 2016-17. It was agreed that the process and rubric used in the previous year would be used in this evaluation process as well.</p>
	<p>Next steps on probable new facility for 2018-19 less than 2 miles from the current location; the Executive</p>	<p>Discussion</p>	<p>The Executive Director shared that she had identified and commenced discussions with the landlord and Red Hook about moving into the facility in 2018-19. The plan is for Red Hook to</p>

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	Director having identified the site, and commenced conversations with the owners has introduced the owners to Red Hook.				purchase the premises, make any Tenant Improvements to the building and lease it to Public Policy Charter School.
	Confirming next Board Meeting date.	Discussion			The Board agreed to have a Special Board Meeting to approve the Board Minutes from the 1/3/18, the 2017-18 or Fiscal Policies and Procedures and any other items if necessary.
	Closed Session	Discussion	N/A		There was no Closed Session.
9:42	Adjournment	Vote	Board Chair		The Meeting was Adjourned at 9:42.

R. Shumaker
 ROHIT K. SHUMAKER