



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

Wednesday, February 3, 2016 - 5:00 PM

The meeting will be held at:
Global Education Academy Middle School
1374 W. 35th St. Los Angeles, CA 90007

**1-888-296-6500 (Dial In #), Guest Code: 193391
Teleconference from:**

1. Call to Order and Attendance

Meeting is called to order at 5:36pm

<u>Board Members</u>	Present	Absent
Stu Bernstein	<u>X</u>	_____
Daniel Choi	<u>X</u>	_____
Giselle Edman	_____	<u>X</u>
Chin Kim	<u>X</u>	_____
Magaly Lavadenz	<u>X</u>	_____
Shelley Miller	_____	<u>X</u>
Emilio Pack	_____	<u>X</u>
Marsha Thomas	_____	<u>X</u>
Marion Wong	<u>X</u>	_____

<u>Staff</u>	Present	Absent
Sally Chou, GEC Executive Director	<u>X</u>	_____
Arturo Garcia, Jr., GEC Dir of Operations	<u>X</u>	_____
Liz Marks, GEC Business Manager	<u>X</u>	_____
Craig Merrill, GEA Principal	<u>X</u>	_____
Rosalind Mickels-Miller, GEAMS Principal	<u>X</u>	_____
David Warken, GEA 2 Principal	<u>X</u>	_____

2. Approval of the Agenda

C. Kim motions to approve agenda. S. Bernstein seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

3. **CLOSED SESSION**

With respect to every item of business to be discussed in closed session pursuant to Section 54957:

No closed session.

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

5. **PUBLIC SESSION -**

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

6. **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.

Teachers from GEA came to speak about School Calendar for 2016-17. Teachers prefer school not start on Monday 8/22/16 but instead on Tuesday or Wednesday, and recommend August 16th or 17th.

Following teachers spoke:

L. Lee, M. Barrocas, R. Arredondo, and O. Tapia

7. **Public Hearing**

a. Educator Effectiveness Grant - GEA, GEA 2, GEA Middle School

A. Garcia presents the Educator Effectiveness Grant.

No public comment.

8. **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.

b. Approval of Meeting Minutes:

1. December 11, 2015 Board Meeting Minutes

c. Approval of Check Register

1. November 2015 Check Register

2. December 2015 Check Register

M. Lavadenz motions to approve consent agenda. C. Kim seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not	Yes	Yes		Not	Not	Yes

		Present			Not Present	Present	Present	
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9. Discussion & Action Items

a. November and December 2015 Financials for GEA, GEA 2, GEA MS, and GEC

A. Garcia presents the financials, (Budget vs Actuals, Cash Forecast, Balance Sheet, and 3 year cash flow) for GEA, GEA 2, and GEC covering November and December. He highlights that GEA 2's Title 1 funding increased with the latest entitlement, because of student enrollment growth from last year to this year. He provides both summaries of GEA 2 with PCSGP and without PCSGP, reminding board that without PCSGP GEA would need to make a loan for cash flow as discussed in prior meetings. Three year cash flow for GEA 2 shows a positive balance if enrollment reaches targets of 120 and 160 in the upcoming years. A. Garcia mentions that for all school sites erate discounts have now been credited by internet providers and that a refund of the credits will be forthcoming. L. Marks presents the GEAMS financials (Budget vs Actuals, Cash Forecast, Balance Sheet, and 3 year cash flow) for November and December. She highlights revenue is progressing as planned, she also highlighted several sections, including Student Assessment, Communications, and Tutors.

M. Lavadenz moves to approve the November and December financials for GEA, GEA 2, GEAMS, and GEC. S. Bernstein seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

b. Request for Allowance of Attendance Because of Emergency Conditions (12/15/15) - GEA, GEA 2, and GEA MS

A. Garcia presents the J-13A forms for Request of Allowance of Attendance Because of Emergency Conditions, which have been prepared for GEA, GEA 2, and GEAMS. These forms were prepared because of the LAUSD 12-15-15 terrorist threat that closed all schools for the day.

C. Kim moves to approve the Requests for Allowance of Attendance Because of Emergency Conditions for GEA, GEA 2, and GEAMS. D. Choi seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

c. LAUSD Oversight Visit - Board Compliance Report - GEA, GEA 2, and GEA MS

Board Member, M. Wong, presents to the board her review of the school compliance reports. She mentions meeting with members from all three schools to review the documents. She recommends the approval for all three school's compliance monitoring.

C. Kim motions to approve the submitted Board Compliance reports for GEA, GEA 2, and GEA MS.
D. Choi seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

d. New Board Members Nominations and Election

S. Chou provides background on three possible new Board Members: D. Wang Chief of Operations at GST, Inc., Dr. R. Jones who was Director of Student Support Services at a local district, and Y. Ma-Chan Sr. Account Executive at GST. Board mentions the need to follow up with certain board members to see if they will be returning. Board has concerns about growing the board too big.

M. Lavadenz moves to officially invite Dennis Wang to join the GEC Board of Directors. C. Kim seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

M. Lavadenz moves to officially invite Dr. Rickey Jones to join the GEC Board of Directors. D. Choi seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

S. Bernstein moves to officially invite Yen Ma-Chan to join the GEC Board of Directors. C. Kim seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Abstained	Not Present	Not Present	Not Present	Yes

- e. Board Officers Nominations and Election (President, Vice President, etc.)
M. Lavadenz nominates M. Wong for Board President. M. Wong mentions that she has spoken with S. Miller and nominates her for Board Vice President. C. Kim nominates D. Choi as Board Secretary. M. Wong nominates C. Kim to continue as Board Treasurer.

S. Bernstein moves to approve by acclamation the new slate of officers (M. Wong for President, S. Miller for Vice President, D. Choi for Secretary, and C. Kim for Treasurer) . M. Lavadenz seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

- f. Updated Signors on Organization Bank Account
A. Garcia mentions that with the updated Board Officers, the Bank Signors need to be updated. Mentions the signors will be the Board Officers (M. Wong, S. Miller, C. Kim, and D. Choi), the school Principals (C. Merrill, R. Miller, and D. Warken), and GEC administration (S. Chou, A. Garcia, Jr., and L. Marks (E. Powers)).

M. Lavadenz moves to approve the CCU Bank Signors as M. Wong, S. Miller, C. Kim, D. Choi, R. Miller, C. Miller, D. Warken, A. Garcia, Jr., L. Marks (E. Powers), and S. Chou. S. Bernstein seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

- g. Administrator Salary Schedule
A. Garcia presents the Administrator Salary Schedule that was discussed at the December meeting in closed session for public approval. M. Lavadenz recommends removing the enrollment numbers for the GEC positions. An error was found with the step alignment for Middle School, Board recommends correcting the alignment. Board mentions the need to review and update schedules for all roles at school sites.

M. Lavadenz moves to approve the Administrator Salary Schedule with mentioned recommendations. D. Choi seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

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- h. GEA Principal, GEC Business Manager and Director of Operations Renewal Contract(s)
A. Garcia presents the updated renewal contracts that have been prepared per Board direction for GEA Principal C. Merrill, GEC Business Manager L. Marks, and GEC Director of Operations A. Garcia. D. Choi asks about evaluation process. S. Chou mentions that as ED she will be conducting evaluations in May for staff.

C. Kim moves to approve the renewal contracts for GEA Principal, GEC Business Manager, and GEC Director of Operations for the 15-16 school year. D. Choi seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

- i. Amendment of GEC Schools' Independent Study Policy
S. Chou presents the amended GEC Independent Study Policy, highlighting that the # of days is being amended from a minimum of 5 days to a minimum of 1 day to be eligible to participate in Independent Study. The maximum # of days remains at 20. C. Kim mentions it is important that a solid filing system is in place.

M. Lavadenz moves to adopt the amended GEC Independent Study Policy. C. Kim seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

- j. Acceptance of Administrators Work Plans
The latest versions of the work plans for all school Principals, Business Manager, and Director of Operation are presented for acceptance. These were reviewed by Board at the December meeting.

C. Kim moves to accept the administrator work plans. M. Lavadenz seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

10. Reports

a. Board

1. Operations and Communications
 - i. Board Member Participation
Board discusses the importance of committed participation from all Board Members.
 - ii. 3- Year Operational Plan
S. Chou mentions wanting Board to review long term operational plans as we continue to grow. Recommends holding a Board retreat to discuss long term plans.
 1. Property/Site Locations
A. Garcia presents an update on site locations including the preliminary Prop 39 offer from LAUSD for GEA 2. Board requests that staff prepare options for board to review.
 - iii. Brown Act Training Update
A. Garcia mentions that last Brown Act training for the board was in March 2015. Plan is to hold our annual Brown Act training at the March 2016 meeting.

b. Staff

1. Operations and Communications
 - i. GEA
 1. Monthly School Report
C. Merrill presents GEA's school report he highlights that WASC requested to move the WASC visit to March 31st and April 1st. GEA will be hosting its spelling bee.
 2. Recruitment Plan
C. Merrill mentions that part of his work plan is increasing the GEA waitlist. Mentions he has visited a couple of Pre-schools and the local WIC office.
 - ii. GEAMS
 1. Monthly School Report
R. Miller presents GEA MS's school report and highlights that 9 EL students have been reclassified. Also mentions students are utilizing Khan Academy and are enjoying Achieve 3000. GEAMS will be hosting its Spelling Bee on Feb. 11th.
 2. Recruitment Plan
R. Miller mentions parents from Kipp have visited GEAMS. Will be holding a staff meeting to discuss recruitment strategies.
 - iii. GEA 2
 1. Monthly School Report
D. Warken presents GEA's school report highlighting gaining a student in January, as well as having held its spelling bee last week.
 2. Recruitment Plan
D. Warken mentions that student acrylic paintings are currently displayed in the Children's Literature department of LA's Central

Library. The student exhibit will be up for the month of February. Also reaching out to local pre-schools.

11. **ADJOURNMENT**

M. Lavadenz moves to adjourn at 8:56pm. S. Bernstein seconds.

S. Bernstein	D. Choi	G. Edman	C. Kim	M. Lavadenz	S. Miller	E. Pack	M. Thomas	M. Wong
Yes	Yes	Not Present	Yes	Yes	Not Present	Not Present	Not Present	Yes

Next Regular Board Meeting: 02/23/16

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

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact Global Education Collaborative (GEC) Schools at (323)232-9588